

**REGIONAL DISTRICT OF NANAIMO
REGULAR BOARD MEETING
AGENDA**

Tuesday, April 25, 2017

7:00 P.M.

RDN Board Chambers

This meeting will be recorded

Pages

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 REGULAR BOARD MEETING - MARCH 28, 2017** 9
(All Directors - One Vote)

That the minutes of the Regular Board meeting held March 28, 2017 be adopted.
 - 3.2 SPECIAL BOARD MEETING - APRIL 11, 2017** 21
(All Directors - One Vote)

That the minutes of the Special Board Meeting held April 11, 2017 be adopted.
- 4. INVITED PRESENTATIONS**
 - 4.1 Sheila Malcolmson, MP, re Update on Status of Abandoned Vessels Bill and other Federal Matters of Interest.**
- 5. DELEGATIONS - AGENDA ITEMS**
 - 5.1 Jack Peake, re Rail to Trail Board Motion.** 24
- 6. CORRESPONDENCE**
(All Directors - One Vote)
 - 6.1 Chris Caswell, re E&N Railway.** 25
 - 6.2 S. Gurrie, City of Nanaimo, re Municipal Director Appointment to the Regional District of Nanaimo Board.** 26
- 7. UNFINISHED BUSINESS**

8. COMMITTEE MINUTES AND RECOMMENDATIONS

8.1 ELECTORAL AREA SERVICES COMMITTEE

- 8.1.1 Minutes of the Electoral Area Services Committee Meeting - April 11, 2017.** 27
(All Directors - One Vote)

That the minutes of the Electoral Area Services Committee meeting held April 11, 2017 be received for information.

- 8.1.2 Development Permit Application No. PL2017-022 – 4004 Gladys Road – Electoral Area ‘H’.** 30
(Electoral Area Directors, except EA 'B' - One Vote)

That the Board approve Development Permit No. PL2017-022 to permit an accessory building subject to the conditions outlined in Attachments 2 to 4.

- 8.1.3 Development Permit with Variance Application No. PL2017-026 – 235 Driftwood Road, Electoral Area ‘H’.** 38

Delegations wishing to speak to Development Permit with Variance Application No. PL2017-026 – 235 Driftwood Road – Electoral Area ‘H’.

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

That the Board approve Development Permit with Variance No. PL2017-026 to reduce the interior side lot line setback for a detached garage subject to the terms and conditions outlined in Attachments 3 to 4.

- 8.1.4 Development Variance Permit Application No. PL2017-023 – 2925 and 2931 Northwest Bay Road – Electoral Area ‘E’.** 47

Delegations wishing to speak to Development Variance Permit Application No. PL2017-023 – 2925 and 2931 Northwest Bay Road – Electoral Area ‘E’.

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

That the Board approve Development Variance Permit No. PL2017-023 subject to the conditions outlined in Attachments 2 to 4.

8.2 COMMITTEE OF THE WHOLE

- 8.2.1 Minutes of the Committee of the Whole Meeting - April 11, 2017.** 56
(All Directors - One Vote)

That the minutes of the Committee of the Whole meeting held April 11, 2017 be received for information.

- 8.2.2 Carol Cannon, Bowser Seniors Housing Society, re Lease of Crown Land Lots DL36, PT 1 & 2, PL 2076.** 63
(All Directors - One Vote)

That the correspondence from Carol Cannon, Bowser Seniors Housing Society, regarding the Lease of Crown Land Lots DL36, PT 1 & 2, PL 2076 be received.

That staff be directed to prepare a letter to the Ministry of Forests, Lands and Natural Resource Operations requesting the revision of the Regional District of Nanaimo's Crown Lease No. 114348 to amend the boundaries of the lease area in order to allow the Bowser Seniors Housing Society to submit a Sponsored Crown Grant application for the northern portion of the site for the purposes of constructing a not-for-profit seniors housing complex.

That staff be directed to prepare a letter of support for the Bowser Seniors Housing Society's Sponsored Crown Grant application for the purposes of constructing a not-for-profit seniors housing complex.

8.2.3 Agricultural Advisory Committee - Volunteer Mileage Reimbursement.
(All Directors - One Vote)

That Agricultural Advisory Committee members receive mileage reimbursement for site visits they are asked to attend.

8.2.4 2016 Census Impact on Number of Directors and Voting Strength.
(All Directors - One Vote)

65

That the Board delay consideration of the 2016 Census Impact on Number of Directors and Voting Strength Report until June so that member municipalities can have time to more closely examine the recommendations.

8.2.5 Qualicum First Nation/Regional District of Nanaimo Collaboration Protocol Update.
(All Directors - One Vote)

69

That the Regional District of Nanaimo submit a grant application to the Union of British Columbia Municipalities to support community-to-community activities with Qualicum First Nation.

8.2.6 Horses on the Coombs to Parksville Rail Trail.
(All Directors - Weighted Vote)

75

That Staff continue to pursue equestrian parking in relation to equestrian use of Highway 4A Crown Woodlot.

That the matter of finding suitable accommodation for equestrians on Regional Trails be referred to the Regional Parks and Trails Select Committee.

That horses be excluded temporarily from the Coombs to Parksville Trail for two months.

8.2.7 Bylaw Nos. 1049.09 and 867.08 - Nanoose Bay Peninsula Water Service Area Expansion, Electoral Area 'E'.
(All Directors - One Vote)

79

That the Board give three readings to “Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017”.

That the Board give three readings to “Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017”.

8.2.8 Northern and Southern Communities Wastewater Development Cost Charges. 87

(Recommendation 1: Parksville, Qualicum Beach, Electoral Areas 'E', 'G' - Weighted Vote)

(Recommendation 2: Nanaimo, Lantzville - Weighted Vote)

(Recommendation 3: All Directors - One Vote)

1. That the Board give third reading to “Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016”.

2. That the Board give third reading to “Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016”.

3. That Bylaw Nos. 1442.03, 2016 and 1547.01, 2016 be forwarded to the Inspector of Municipalities for approval following third reading.

8.2.9 Friends of Rails to Trails Vancouver Island.

(All Directors - One Vote)

That the Board send a letter to the Island Corridor Foundation in support of converting the railway to trails from Parksville to Courtenay, and that a copy of the letter be sent to the Friends of Rails to Trails Vancouver Island.

8.2.10 Electoral Area 'H' Community Works Funds.

(All Directors - One Vote)

That up to \$100,000 of Community Works Funds designated for Electoral Area 'H' be allocated to the design and implementation plan for the proposed Bowser Sewer Service.

8.3 SOLID WASTE MANAGEMENT SELECT COMMITTEE

8.3.1 Minutes of the Solid Waste Management Select Committee Meeting - April 13, 2017. 96

(All Directors - One Vote)

That the minutes of the Solid Waste Management Select Committee meeting held April 13, 2017, be received for information.

8.3.2 Regional Landfill Land Disposition. 98

(All Directors - Weighted Vote)

That staff proceed with the Notice of Disposition for:

- a) Granting an easement to Lehigh Hanson Materials (Lehigh) for their sanitary sewer line that crosses the landfill property;
- b) Transfer of the ownership of the newly installed powerlines that service the landfill maintenance shop to BC Hydro and Power Authority (BC Hydro);
- c) Granting a statutory right of way to BC Hydro and Telus Communication Company (Telus) for accommodation of the newly installed powerlines and future communication lines on Regional District of Nanaimo (RDN) property; and,
- d) Assigning a statutory right of way to BC Hydro and Telus, initially granted by Lehigh to the RDN, for accommodation of the power and communication lines on Lehigh's property.

That staff action the disposals following publication of the Notice.

8.3.3 CVRD Request for Contingency Waste Disposal. 104
(All Directors - Weighted Vote)

That the Regional Board endorse receiving municipal waste controlled by the Cowichan Valley Regional District in the event services at their current disposal facility are temporarily unavailable and that the tip fee be set at a 20% premium over Regional District of Nanaimo rates.

That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be introduced and read three times.

That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be adopted.

8.3.4 Cedar Road Lift Station Cost Sharing Agreement. 109
(All Directors - Weighted Vote)

That the Board approve a cost sharing agreement with the City of Nanaimo for the Cedar Road lift station in an amount of \$45,000 per year with the cost share to be renegotiated every five years.

8.4 SUSTAINABILITY SELECT COMMITTEE

8.4.1 Minutes of the Sustainability Select Committee Meeting - March 28, 2017. 111
(All Directors - One Vote)

That the minutes of the Sustainability Select Committee meeting held March 28, 2017 be received for information.

8.4.2 2017 Green Building Series - Step Code.
(Recommendation 1: All Directors - Weighted Vote)
(Recommendation 2: Lantzville, Electoral Area Directors - Weighed Vote)

1. That staff be directed to complete the funding agreement with BC Hydro and endorse using the funds to augment the 2017 Green Building program.

2. That staff be directed to research BC Hydro's Sustainable Communities Project Implementation Funding program and report back.

8.4.3 Overview of the Green Building Incentive Program. 114
(Lantzville, Electoral Area Directors - Weighted Vote)

That the existing Regional District of Nanaimo Green Building Incentive Program be maintained for 2017.

8.5 FIRE SERVICES ADVISORY COMMITTEE

8.5.1 Minutes of the Fire Services Advisory Committee Meeting - April 12, 2017. 119
(All Directors - One Vote)

That the minutes of the Fire Services Advisory Committee meeting held April 12, 2017 be received for information

8.5.2 Award of Proposal for Two Single-Axle, Four-Door Fire/Rescue Engines for Errington Volunteer Fire Department. 123
(Recommendation 1: All Directors - Weighted Vote)

(Recommendations 2- 3: Electoral Areas 'F', 'G' - Weighted Vote)

(Recommendation 4: All Directors - Weighted Vote)

1. That staff be directed to award the purchase of two single-axle, four-door fire/rescue engines to Hub Fire Engines & Equipment Ltd for the estimated \$1,437,068 quoted price.

2. That staff be directed to release up to \$963,000 from the Errington Fire Service Vehicle and Equipment Reserve Fund for the purchase of two fire/rescue engines.

3. That staff be directed to revise the Errington Fire Service 10-year Financial Plan to ensure adequate capital funding is available for future capital requirements.

4. That the Board approve borrowing of up to \$475,000 for the purchase of two fire/rescue engines under the Municipal Finance Authority short term equipment financing program with a five-year pay back plan.

9. REPORTS

9.1 Zoning Amendment Application No. PL2016-060 - 4775 & 4785 Anderson Avenue, Electoral Area 'H' - Amendment Bylaw 500.407, 2017 - Third Reading. 126
(Electoral Area Directors, except EA 'B' - One Vote)

That the Board receive the report of the Public Hearing held on March 30, 2017 for “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.

That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.

- 9.2 Zoning Amendment Application No. PL2016-110 - 1682 Cedar Road , Electoral Area ‘A’- Amendment Bylaw 500.408, 2017 - Third Reading.** 135
(Electoral Area Directors, except EA 'B' - One Vote)

That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017”.

- 9.3 Zoning Amendment Application No. PL2011-179 - 2925 Turnbull Road, Electoral Area ‘H’ - Amendment Bylaw No. 500.382, 2013 – Adoption.** 144
(Electoral Area Directors, except EA 'B' - One Vote)

That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.382, 2013”.

- 9.4 Zoning Amendment Application No. PL2016-108 - Midora Road and Virostko Road, Electoral Area ‘C’ - Amendment Bylaw No. 500.406, 2017 – Adoption.** 150
(Electoral Area Directors, except EA 'B' - One Vote)

That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.

- 9.5 Regional Growth Strategy Bylaw 1615.01, 2016 – Minor Amendment Criteria.** 155
(All Directors, except Electoral Area 'B' - One Vote)

That the Board receive the responses from the affected local governments regarding “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” as set out in Attachment 1 of this report.

That “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”, be read a third time.

That “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”, be adopted.

10. BYLAWS (with no accompanying report)

- 10.1 Bylaw No. 1655.06.** 165
(Electoral Areas ‘A’, ‘E’, ‘F’, ‘G’ – Weighted Vote)

That “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.06, 2017” be adopted.

- 10.2 Bylaw No. 1752.** 167
(All Directors - One Vote)

That "Regional District of Nanaimo Pump & Haul Local Service Establishment Repeal Bylaw No. 1752, 2017" be adopted.

11. DELEGATIONS - ITEMS NOT ON THE AGENDA
12. BUSINESS ARISING FROM DELEGATIONS
13. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN
14. NEW BUSINESS
15. IN CAMERA

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

16. ADJOURNMENT

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 28, 2017 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director B. Colclough	District of Lantzville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director I. Thorpe	Deputy Chairperson
Director B. Bestwick	City of Nanaimo
Director W. Pratt	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

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

DELEGATIONS

David Bligh, re Water Bill Adjustment: 1965 Highland Road, Nanoose Bay Peninsula Water Service Area.

This item was withdrawn.

Dave Hammond, Ryan Lavzon, Nanaimo Organic Waste, re Joint Venture Proposal to Extend Organics Processing Contract for 20 Years.

- 17-133 MOVED Director McPherson, SECONDED Director Young, that the delegation by Dave Hammond and Ryan Lavzon, Nanaimo Organic Waste, be deferred to later in the agenda to follow staff's presentation to the Board on the Joint Venture Proposal to Extend Organics Processing Contract for 20 Years report.

CARRIED

BOARD MINUTES

Minutes of the Regular Board Meeting – February 28, 2017.

- 17-134 MOVED Director Colclough, SECONDED Director Houle, that the minutes of the Regular Board meeting held February 28, 2017, be adopted.

CARRIED

UNFINISHED BUSINESS

BYLAW ADOPTION

Bylaw No. 1170.05 – San Pareil Water Service Area Expansion, Electoral Area 'G'.

- 17-135 MOVED Director Stanhope, SECONDED Director Colclough, that "San Pareil Water Supply Local Service Area Amendment Bylaw No. 1170.05, 2017" be adopted.

CARRIED

Board Procedure Bylaw.

- 17-136 MOVED Director Westbroek, SECONDED Director Stanhope, that "Regional District of Nanaimo Board Procedure Bylaw No. 1754, 2017" be adopted.

CARRIED

2017 Service Area Tax Requisition Amendment Bylaws.

- 17-137 MOVED Director Fell, SECONDED Director Rogers, that "Pacific Shores Sewer Local Service Requisition Limit Amendment Bylaw No. 1021.12, 2017" be adopted.

CARRIED

- 17-138 MOVED Director Fell, SECONDED Director Rogers, that "Coombs-Hilliers Fire Protection Service Requisition Limit Amendment Bylaw No. 1022.08, 2017" be adopted.

CARRIED

Trucked Liquid Waste Servicing Bylaw.

- 17-139 MOVED Director Westbroek, SECONDED Director Stanhope, that “Horne Lake Pump and Haul Service Establishment Repeal Bylaw No. 1753, 2017” be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA SERVICES COMMITTEE

Minutes of the Electoral Area Services Committee Meeting – March 14, 2017.

- 17-140 MOVED Director McKay, SECONDED Director Stanhope, that the minutes of the Electoral Area Services Committee meeting held March 14, 2017 be received for information.

CARRIED

Development Permit Application No. PL2017-008 – 560 Wain Road, Electoral Area ‘G’.

- 17-141 MOVED Director Stanhope, SECONDED Director Colclough, that the Board approve Development Permit No. PL2017-008 to permit the construction of a garage subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit Application No. PL2016-182 – 3030 Graham Road and 2715 Yellow Point Road, Electoral Area ‘A’.

- 17-142 MOVED Director McPherson, SECONDED Director Young, that the Board approve Development Permit No. PL2016-182 to permit riparian restoration works subject to the conditions outlined in Attachments 2 and 3.

CARRIED

Development Permit with Variance Application No. PL2016-104 – 908 McFeely Drive, Electoral Area ‘G’.

Gordon Oates spoke in opposition to the application.

- 17-143 MOVED Director Stanhope, SECONDED Director Colclough, that the Board approve Development Permit with Variance No. PL2016-104 to address the placement of fill and permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit with Variance Application No. PL2017-019 – 1100 Pepper Place, Electoral Area ‘G’.

- 17-144 MOVED Director Stanhope, SECONDED Director Young, that the Board approve Development Permit with Variance No. PL2017-019 to permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Development Variance Permit Application No. PL2017-021 – 1067 Paradise Place, Electoral Area ‘E’.

- 17-145 MOVED Director Rogers, SECONDED Director McPherson, that the Board approve Development Variance Permit No. PL2017-021 to reduce the setback from the interior side lot line for a garage subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Zoning Amendment Application No. PL2016-110 – 1682 and 1686 Cedar Road, Electoral Area 'A' – Amendment Bylaw 500.408, 2017 – First and Second Reading.

17-146 MOVED Director McPherson, SECONDED Director Young, that the Board receive the Summary of the Public Information Meeting held on January 30, 2017.

CARRIED

17-147 MOVED Director McPherson, SECONDED Director Young, that the conditions set out in Attachment 2 of the staff report be completed prior to Amendment Bylaw No. 500.408 being considered for adoption.

CARRIED

17-148 MOVED Director McPherson, SECONDED Director Young, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017”, be introduced and read two times.

CARRIED

17-149 MOVED Director McPherson, SECONDED Director Young, that the Public Hearing on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” be waived in accordance with Section 464(2) of the *Local Government Act*.

CARRIED

17-150 MOVED Director McPherson, SECONDED Director Young, that staff be directed to proceed with notification in accordance with Section 467 of the *Local Government Act* of the Board’s intent to consider third reading of “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” at a regular Board meeting to be held on April 25, 2017.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2016-178 – 833 Reid Road, Electoral Area 'G'.

17-151 MOVED Director Stanhope, SECONDED Director Rogers, that the Board approve the request to relax the minimum 10% perimeter frontage requirements for proposed Lot 2 in relation to Subdivision Application No. PL2016-178 subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED

RDN/VIHA Grant.

17-152 MOVED Director Houle, SECONDED Director Hong, that the use of Island Health Community Wellness Grant Electoral Area ‘A’ funds to purchase items for the Farm to School Program, Weight Room and Smoking Cessation Program be supported as requested by the Cedar School Coordinator.

CARRIED

Cedar Plaza.

17-153 MOVED Director McPherson, SECONDED Director Young, that staff review possible alternatives to potentially allow water service at Cedar Plaza from the North Cedar Improvement District and report back to the Electoral Area ‘A’ Parks, Recreation and Culture Commission.

CARRIED

Jack Bagley Field.

- 17-154 MOVED Director Rogers, SECONDED Director McPherson, that \$10,000 of Electoral Area 'E' Community Works Funds be allocated to School District 69 (Qualicum) for Jack Bagley field improvements.
- CARRIED

Nanoose Playground Report.

- 17-155 MOVED Director Rogers, SECONDED Director Fell, that staff be directed to remove the play structure at Nanoose Road Community Park and in consultation with the Nanoose Parks and Open Space Advisory Committee determine an alternative park use for the site.
- CARRIED

Parks and Open Space Plans.

- 17-156 MOVED Director Rogers, SECONDED Director Fell, that the Parks and Open Space Plan for Nanoose Bay (2001) be rescinded and the Community Parks and Trails Strategic Plan for Electoral Areas E, F, G & H (2014) be the guiding document for community parks in Electoral Area 'E'.
- CARRIED

Stanhope Trail Planning.

- 17-157 MOVED Director Stanhope, SECONDED Director Lefebvre, that park staff seek bids to construct a gravel trail to connect Wally's Way with Ackerman Road and forego the option to pave the trail in the near future.
- CARRIED

Little Qualicum Hall.

- 17-158 MOVED Director Stanhope, SECONDED Director Lefebvre, that the Little Qualicum Hall be closed and the building site be incorporated into Dashwood Community Park.
- CARRIED

McColl Road Beach Access.

- 17-159 MOVED Director Fell, SECONDED Director Rogers, that staff not proceed with water access signage installation or public access development at the McColl Road water access.
- CARRIED

Electoral Area Services Committee Meetings in the Community.

- 17-160 MOVED Director McPherson, SECONDED Director Fell, that Electoral Area Services Committee meetings in the Electoral Areas will be by exception and when there is an identified need.
- CARRIED

COMMITTEE OF THE WHOLE

Minutes of the Regular Committee of the Whole Meeting – March 14, 2017.

- 17-161 MOVED Director McKay, SECONDED Director McPherson, that the minutes of the Regular Committee of the Whole meeting held March 14, 2017 be received for information.
- CARRIED

Regional District of Nanaimo 2017 Operational Plan.

- 17-162 MOVED Director Rogers, SECONDED Director McPherson, that the Board endorse the Regional District of Nanaimo 2017 Operational Plan.

CARRIED

Celebrating the Regional District of Nanaimo's 50th Anniversary.

- 17-163 MOVED Director Westbroek, SECONDED Director Yoachim, that the Board endorse the communication and outreach activities to celebrate the Regional District of Nanaimo's 50th Anniversary as outlined in Attachment 1.

CARRIED

Greater Nanaimo Pollution Control Centre Receiving Environment Monitoring.

- 17-164 MOVED Director Colclough, SECONDED Director Rogers, that the Board award the Environmental Consulting Services contract for the Greater Nanaimo Pollution Control Centre Receiving Environment Monitoring Program to G3 Consulting Ltd. for \$226,314.45.

CARRIED

Marine Litter Resolution – Federation of Canadian Municipalities Annual Conference.

- 17-165 MOVED Director Westbroek, SECONDED Director Lefebvre, that the following resolution be forwarded to the Federation of Canadian Municipalities for consideration at the Annual Conference:

WHEREAS the United Nations Environmental Programme estimates that 8 million tonnes of the plastic produced globally every year finds its way into our oceans, food chains and ecosystems, damaging our health in the process;

AND WHEREAS, with over 202,080 kilometres of coastline, Canada has one of the longest interfaces with oceans and bodies of water of any country on the planet;

AND WHEREAS, well designed laws can help reverse this global trend;

RESOLVED, that the Federation of Canadian Municipalities urge the federal government to develop a national strategy to mitigate and manage marine litter.

CARRIED

Water Bill Adjustment: 1965 Highland Road, Nanoose Bay Peninsula Water Service Area.

- 17-166 MOVED Director Rogers, SECONDED Director Colclough, that the Board authorize a water bill adjustment at 1965 Highland Road for an amount equal to 50 percent of the value of water leaked during the September 2015 to May 2016 billing period.

CARRIED

Bylaw No. 1655.06 – Water User Rate Amendments 2017.

- 17-167 MOVED Director Rogers, SECONDED Director Stanhope, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.06, 2017" be introduced and read three times.

CARRIED

Island Timberlands Licence for Underground Fire Water Tank.

17-168 MOVED Director Rogers, SECONDED Director Fell, that the Board approve the Non-Exclusive Licence with Island Timberlands for the use of lands to construct, maintain and access an underground water tank.

CARRIED

District 69 Recreation Grants.

17-169 MOVED Director Fell, SECONDED Director Lefebvre, that the District 69 Youth Recreation Grant applications be approved as follows:

Youth Organization

Arrowsmith Community Recreation Association - youth basketball event	\$485
Ballenas Secondary School - Dry Grad Committee	\$1,000
Errington War Memorial Hall Association - World Music Camp	\$950
Oceanside Minor Softball Association - equipment	\$2,500
School District #69 - Quw'utsun Cultural Centre trip	\$2,000
Total	\$6,935

CARRIED

17-170 MOVED Director Fell, SECONDED Director Westbroek, that the District 69 Community Recreation Grant applications be approved as follows:

Community Organization

Arrowsmith Community Recreation Association - Coombs Community Picnic	\$909
Bow Horne Bay Community Club - Lighthouse Fall Fair	\$1,200
Family Resource Association - Special Needs Program family retreat	\$1,200
Lighthouse Community Centre Society – pickleball nets	\$500
Oceanside Building Learning Together Society - Dad's Night Out Skating	\$689
Parksville Lions Club - free family skate events	\$1,000
Qualicum Beach Elementary School PAC – play space	\$2,500
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,000
Town of Qualicum Beach - Select Committee on Family Day Celebrations	\$500
Total	\$9,498

CARRIED

Amended Arrowsmith Community Recreation Association Recreation Services Report.

- 17-171 MOVED Director Fell, SECONDED Director Colclough, that the amended Recreation Services Delivery Agreement (Attachment 1) with the Arrowsmith Community Recreation Association be renewed for a three-year term from January 1, 2017 through to December 31, 2019.

CARRIED

'A Plastic Ocean' Documentary Screening at Vancouver Island University.

- 17-172 MOVED Director Colclough, SECONDED Director Hong, that the Regional District of Nanaimo provide \$250 in funding to Vancouver Island University so they can screen the 'A Plastic Ocean' documentary.

MOVED Director Hong, SECONDED Director Fell, that the Board amend the main motion by adding "USD" after \$250.

CARRIED

The vote was taken on the main motion as amended:

- 17-173 That the Regional District of Nanaimo provide \$250 USD in funding to Vancouver Island University so they can screen the 'A Plastic Ocean' documentary.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Northern Community Economic Development Select Committee.

Minutes of the Northern Community Economic Development Select Committee Meeting – March 9, 2017.

- 17-174 MOVED Director Stanhope, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held March 9, 2017 be received for information.

CARRIED

Coombs Farmers' Institute, re Parksville-Qualicum Beach Growers Guide Magazine – 2016 Initiative – Surplus Funding.

- 17-175 MOVED Director Lefebvre, SECONDED Director Westbroek, that staff be requested to review the Terms of Reference for the Northern Community Economic Development Select Committee regarding the use of surplus funds in Northern Community Economic Development projects.

CARRIED

Regional Economic Development.

- 17-176 MOVED Director McPherson, SECONDED Director Rogers, that staff be requested to write a report on establishing a regional economic development function.

CARRIED

Emergency Management Select Committee.

Minutes of the Emergency Management Select Committee Meeting – March 14, 2017.

- 17-177 MOVED Director Rogers, SECONDED Director Colclough, that the minutes of the Emergency Management Select Committee meeting held March 14, 2017 be received for information.

CARRIED

Solid Waste Management Select Committee.

Minutes of the Solid Waste Management Select Committee Meeting – March 15, 2017.

- 17-178 MOVED Director McPherson, SECONDED Director Hong, that the minutes of the Solid Waste Management Select Committee meeting held March 15, 2017 be received for information.

CARRIED

Joint Venture Proposal to Extend Organics Processing Contract for 20 Years.

Staff provided the Board with an overview of the Joint Venture proposal, history of Nanaimo Organic Waste, points of consideration regarding the Solid Waste Management Plan, and a summary of the recommendations.

Delegation - Dave Hammond and Ryan Lavzon, Nanaimo Organic Waste.

Dave Hammond advised the Board that the Joint Venture Partners are very experienced in organic composting, and if a long-term contract is secured, will move forward with substantial capital upgrades which will increase capacity, reduce leachate and odour, and create a higher quality organic compost.

- 17-179 MOVED Director Yoachim, SECONDED Director McPherson, that the Board direct staff to negotiate with the Joint Venture for a long-term contract for organic waste processing and report back to the Board with recommended contract terms.

CARRIED

- 17-180 MOVED Director Yoachim, SECONDED Director McPherson, that the Board approve up to \$50,000 be allocated from the Solid Waste Services budget to undertake financial, legal and due diligence activities with the negotiations.

CARRIED

Charitable and Non-Profit Organizations – Waived Tipping Fees.

- 17-181 MOVED Director Stanhope, SECONDED Director Lefebvre, that the Charitable and Non-Profit Organizations – Waived Tipping Fees report be received for information.

CARRIED

- 17-182 MOVED Director Stanhope, SECONDED Director Lefebvre, that staff be directed to prepare a supplementary report providing a recommendation for future administration for the waiving of tipping fees for charitable organizations.

CARRIED

Transit Select Committee.

Minutes of the Transit Select Committee Meeting – March 16, 2017.

- 17-183 MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held March 16, 2017 be received for information.

CARRIED

Fare Review.

- 17-184 MOVED Director Westbroek, SECONDED Director Colclough, that the Fare Review report be referred back to staff to provide further information on the impact of the proposed fare options.

CARRIED

BC Transit Custom Registration Process.

- 17-185 MOVED Director Westbroek, SECONDED Director Colclough, that the Board direct staff to work with BC Transit to implement the enhanced Custom Transit Registration Process for new handyDART applications.

DEFEATED

Nanaimo 150 Celebration – Request for Extra Transit.

- 17-186 MOVED Director Westbroek, SECONDED Director Hong, that the Board approve the Nanaimo 150 Celebration's request for additional transit service for the Canada Day 150 Celebration event and direct staff to provide four (4) conventional buses from 9:00 am to 12:00 pm, for the event on July 1st, 2017.

CARRIED

Duke Point Transportation Service Request.

- 17-187 MOVED Director Westbroek, SECONDED Director Lefebvre, that staff provide a report back to the Transit Select Committee on the request for transportation services to Duke Point.

CARRIED

REPORTS

Zoning Amendment Application No. PL2016-108 – Midora Road and Virostko Road, Electoral Area 'C' – Amendment Bylaw 500.406, 2017 – Third Reading.

- 17-188 MOVED Director Young, SECONDED Director Fell, that the Board receive the report of the Public Hearing held on March 7, 2017 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017".

CARRIED

- 17-189 MOVED Director Young, SECONDED Director Fell, that the Board give third reading to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017".

CARRIED

Zoning Amendment Application No. PL2016-161 – Pratt Road, Electoral Area 'F' – Amendment Bylaw 1285.27, 2017 – Third Reading.

- 17-190 MOVED Director Fell, SECONDED Director Young, that the Board receive the report of the Public Hearing held on March 15, 2017 for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.27, 2017".

CARRIED

- 17-191 MOVED Director Fell, SECONDED Director McPherson, that the Board give third reading to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.27, 2017".

CARRIED

2017 to 2021 Financial Plan Revised Bylaw No. 1755.

- 17-192 MOVED Director McPherson, SECONDED Director Rogers, that third reading of "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be rescinded.

CARRIED

17-193 MOVED Director McPherson, SECONDED Director Fell, that “Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017” be amended to replace Schedule A as shown on Attachment 1.

CARRIED

17-194 MOVED Director McPherson, SECONDED Director Fell, that “Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017” be read a third time as amended and as outlined in Attachment 1.

CARRIED

17-195 MOVED Director McPherson, SECONDED Director McKay, that “Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017” be adopted.

CARRIED

NEW BUSINESS

Amendment to Resolution to AVICC - Restriction on Single Wide Mobile Homes as Second Dwellings on ALR Properties.

17-196 MOVED Director McPherson, SECONDED Director Fell, that the following amended resolution be forwarded to the Association of Vancouver Island and Coastal Communities for consideration at their annual meeting:

WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation has established the standards for a second dwelling on ALR land and the Agricultural Land Commission’s Policies L-08 and L-18 specify that manufactured homes must normally conform to the CSA Z240 series standards unless a property owner makes a non-farm application to the Commission;

AND WHEREAS construction of factory built, movable dwellings has progressed significantly with technology and the CSA Standard is not flexible enough to accommodate the needs of farmers to provide accommodation on their properties without an application;

AND WHEREAS these new movable dwellings incorporate innovative energy-efficient, green building technology and can be sited to reinforce the farmland protection objectives of the ALC;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities requests that the Ministry of Agriculture amend the Agricultural Land Reserve Use, Subdivision and Procedure Regulation to provide more certainty for types of manufactured homes that are permitted as residential uses and request that the Agricultural Land Commission amend their policies to allow for the siting of other types of factory built, movable dwellings outside of the CSA Z240 series standards.

CARRIED

Regional District of Nanaimo Branding.

17-197 MOVED Director Westbroek, SECONDED Director Yoachim, that the branding of the Regional District of Nanaimo consider First Nations and their culture and history.

CARRIED

IN CAMERA

17-198 MOVED Director Stanhope, SECONDED Director Lefebvre, that pursuant to sections 90 (1)(a), (c), (e), (i), (j), and (m) of the *Community Charter* the Board proceed to an In Camera Meeting for discussions related to Board appointments, labour relations, land issues, solicitor-client privilege, third-party business interests, and intergovernmental relations.

TIME: 8:34 PM

ADJOURNMENT

MOVED Director Westbroek, SECONDED Director Stanhope, that this meeting be adjourned.

CARRIED

TIME: 8:38 PM

CHAIRPERSON

CORPORATE OFFICER

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

**Tuesday, April 11, 2017
7:00 P.M.
RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Director B. McKay	City of Nanaimo
	Director B. Bestwick	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
	Director M. Lefebvre	City of Parksville
Director B. Colclough	District of Lantzville	
Director T. Westbroek	Town of Qualicum Beach	
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Trudeau	Gen. Mgr. Transportation & Emergency Planning Services
	J. Harrison	Director of Corporate Services
	T. Moore	A/Director of Finance
	J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary	

CALL TO ORDER

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

APPROVAL OF THE AGENDA

17-199

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

REPORTS

Greater Nanaimo Pollution Control Centre Secondary Treatment Upgrade Tender Award.

17-200

It was moved and seconded that the Board award NAC Constructors Ltd. a contract for the Greater Nanaimo Pollution Control Center Secondary Treatment Upgrade in the amount of \$67,990,000.

CARRIED UNANIMOUSLY

17-201

It was moved and seconded that the Board authorize staff to negotiate a revised fee with AECOM for engineering services for the Greater Nanaimo Pollution Control Center Secondary Treatment Upgrade project not to exceed a total contract value of \$6.5 million.

CARRIED UNANIMOUSLY

17-202

It was moved and seconded that the Board authorize staff to manage the project within the identified \$81,729,127 total project budget including identified contingency funds through an amendment to the "Regional District of Nanaimo Officers Appointment and Delegation Bylaw No. 1661, 2012".

CARRIED UNANIMOUSLY

17-203

It was moved and seconded that "Regional District of Nanaimo Officers Appointment and Delegation Amendment Bylaw No. 1661.03, 2017" be introduced and read three times.

CARRIED UNANIMOUSLY

17- 204

It was moved and seconded that "Regional District of Nanaimo Officers Appointment and Delegation Amendment Bylaw No. 1661.03, 2017" be adopted.

CARRIED UNANIMOUSLY

17-205

It was moved and seconded that Regional District of Nanaimo "Southern Community Sewer Local Service Secondary Treatment Capital Improvements Loan Authorization Bylaw No. 1756, 2017", be introduced and read three times and be forwarded to the Inspector of Municipalities for approval.

CARRIED UNANIMOUSLY

17-206

It was moved and seconded that the Board support submission of a 2017 Gas Tax Strategic Priorities Fund application for the Greater Nanaimo Pollution Control Center Secondary Treatment Upgrade project.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 7:09 PM

CHAIRPERSON

CORPORATE OFFICER

Delegation: Jack Peake, re Rail to Trail Board motion.

Summary: Rail Supporters wish to have a representative speak as a delegation on the Rail to Trail motion.

Action Requested: Not specified.

From: Chris Caswell
Sent: Monday, April 17, 2017 12:01 PM
To: corpsrv
Subject: E&N Railway

I would like to express my extreme disappointment in the RDN's position on the idea to change the E&N Railway to a bike path. The fact that this district has any level of support for spending 100 million dollars on a path over just fixing the rail line is quite infuriating. We could easily provide a predictable, 7 day a week rail service, for that level of investment. We need to preserve our only alternative form of transportation for freight and passengers aside from the highway. Rail infrastructure is being improved all over the world, and here we are in backwards Vancouver Island planning to remove it, despite our projected huge growth in population.

There is plenty of room beside the rail line to build a path – why are we sacrificing something so valuable to build a bike path when it has been very clearly demonstrated that both can co-exist within the same corridor?

I firmly disagree with the RDN's position on this matter. Please reconsider this poor decision and start thinking about the future transportation needs of the entire island, not a small, vocal, special interest group.

Sincerely,

Chris Caswell
Resident, Business Owner in Nanaimo

April 12, 2017

Ms. Jacquie Hill, Corporate Officer
Regional District of Nanaimo
6300 Hammond Bay Rd
Nanaimo, BC V9T 6N2

Re: Municipal Director Appointment to the Regional District of Nanaimo Board

Due to the resignation of Wendy Pratt from the City of Nanaimo Council on 2017-APR-07, and pursuant to Section 200 of the *Local Government Act* which states that upon vacancy of a municipal director appointed by the City of Nanaimo, the alternate director appointed becomes the municipal director in place of the director whose seat became vacant, as primary alternate, Councillor Gord Fuller will retain this seat at the Regional District of Nanaimo Board.

This is in accordance with the City of Nanaimo Council annual appointments of 2016-OCT-24, where Councillor Fuller was appointed as the primary alternate.

I trust you find this in order. If you have any questions, please do not hesitate to contact me.

Regards,



S. Gurrie
Corporate Officer
City of Nanaimo

REGIONAL DISTRICT OF NANAIMO**MINUTES OF THE ELECTORAL AREA SERVICES COMMITTEE MEETING****Tuesday, April 11, 2017****4:00 P.M.****RDN Board Chambers**

In Attendance:	Director J. Stanhope	Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director W. Veenhof	Electoral Area H
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Trudeau	Gen. Mgr. Transportation & Emergency Planning Services
	J. Harrison	Director of Corporate Services
	T. Moore	A/Director of Finance
	J. Hill	Mgr. Administrative Services
	J. Holm	Mgr. Current Planning
	Bernadette Ritter	Recording Secretary

CALL TO ORDER

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

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Electoral Area Services Committee Meeting - March 14, 2017.

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held March 14, 2017 be adopted.

CARRIED UNANIMOUSLY

COMMITTEE MINUTES AND RECOMMENDATIONS

ELECTORAL AREA 'F' PARKS AND OPEN SPACE ADVISORY COMMITTEE

Minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee.

It was moved and seconded that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held March 15, 2017 be received for information.

CARRIED UNANIMOUSLY

PLANNING

DEVELOPMENT PERMIT

Development Permit Application No. PL2017-022 – 4004 Gladys Road – Electoral Area 'H'

It was moved and seconded that the Board approve Development Permit No. PL2017-022 to permit an accessory building subject to the conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2017-026 – 235 Driftwood Road – Electoral Area 'H'.

It was moved and seconded that the Board approve Development Permit with Variance No. PL2017-026 to reduce the interior side lot line setback for a detached garage subject to the terms and conditions outlined in Attachments 3 to 4.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2017-026.

CARRIED UNANIMOUSLY

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2017-023 – 2925 and 2931 Northwest Bay Road – Electoral Area ‘E’.

It was moved and seconded that the Board approve Development Variance Permit No. PL2017-023 subject to the conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

NEW BUSINESS

DIRECTORS’ FORUM

The Directors’ Forum included discussions related to Electoral Area Matters.

UMCM RE INPUT SOUGHT FOR MARIJUANA REGULATION

J. Holm provided a presentation on a Union of BC Municipalities (UBCM) survey seeking local government input on the legalization and regulation of marijuana.

It was moved and seconded that the presentation be received.

CARRIED UNANIMOUSLY

IN CAMERA

It was moved and seconded that pursuant to Section 90 (1) (e) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to land matters.

CARRIED UNANIMOUSLY

TIME: 5:10 PM

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 5:15 PM

CHAIRPERSON

CORPORATE OFFICER



TO: Electoral Area Services Committee **DATE:** April 11, 2017
FROM: Stephen Boogaards **FILE:** PL2017-022
Planner
SUBJECT: Development Permit Application No. PL2017-022
4004 Gladys Road – Electoral Area 'H'
Lot 1, District Lot 85, Newcastle District, Plan VIP61390

RECOMMENDATION

That the Board approve Development Permit No. PL2017-022 to permit an accessory building subject to the conditions outlined in Attachments 2 to 4.

SUMMARY

The applicant proposes to construct an accessory building (shop) on the subject property within an area subject to flooding from the sea. Due to the risk of flooding, the proposed development is subject to the Hazard Lands Development Permit Area (DPA) and "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006". The applicant has submitted a Geotechnical Hazard Assessment to establish that the proposed Flood Construction Level (FCL) for the property is 3.65 metres GSC (Geodetic Survey of Canada Datum). However, since the proposed shop will be located below the recommended FCL, the report requires that any goods stored within the building that are damageable by flood waters or that may contaminate the environment be elevated above the flood level. The report recommends permanent markings on the building to identify the FCL for goods damageable by flood waters.

As the proposed development is consistent with the applicable DPA guidelines, staff recommend approval of the development permit application.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from Andrew Girouard and Cheryl Baxter to permit a shop. The subject property is approximately 0.367 hectares in area and is zoned Residential 2 (RS2) pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The property is located to the east and west of other residential properties and north of Island Highway West. The subject property is also close to the Strait of Georgia (see Attachment 1 – Subject Property Map).

The property contains an existing dwelling unit and 'guest house' (see Attachment 3 – Proposed Site Plan). The 'guest house' shown on the site plan does not conform to the existing zoning and appears to have existed on the property prior to the implementation of building inspection in the area in 2011.

However, this development permit application is only for the construction of the shop on the property and is not intended to legalize or recognize the 'guest house'.

The proposed development is subject to the Hazard Lands DPA per the "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Bylaw No. 1335, 2003".

Proposed Development

The applicant proposes to construct a shop on the subject property. Due to the proximity of the property to the Strait of Georgia and low topography, the property may be subject to flooding and has been designated within a development permit area to ensure that the building is safe for its intended use and will not have a detrimental impact on adjoining properties.

Land Use Implications

The applicant proposes to construct a shop on the subject property, which is located within the Hazard Lands DPA due to the potential for flooding from the sea. The DPA requires the applicant to provide a report from a professional engineer to confirm that the proposed construction is considered safe for its intended use and adjacent properties. The building would also be consistent with the "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006" as proposed, given the area below the bylaw FCL will not be used for the storage of goods damageable to flood waters.

The applicant has provided a Geotechnical Hazard Assessment dated March 7, 2017, prepared by Lewkowich Engineering Associates Ltd., in accordance with the Association of Professional Engineers and Geoscientists of BC Guidelines pertaining to flood hazard assessments in a changing climate. Using Provincial methodology for calculating sea level rise, the report recommends a FCL of 3.65 metres GSC for habitable areas of buildings, which excludes wave effect as the property is not immediately adjacent to the sea. As the proposed shop will be located below this FCL, any components that are damageable by flood waters or materials that could cause environmental damage must be elevated above the flood level. The report recommends permanent floodwater height markings on the building to remind owners of the FCL.

Consistent with DPA guidelines, the Geotechnical Hazard Assessment states that the construction is safe for its intended purpose and that the proposed development will not result in a detrimental impact on the subject property or adjoining properties as long as the recommendations are followed. As a condition of the development permit, the report will be registered on the property title as a covenant, saving the Regional District of Nanaimo harmless from all loss or damages to life or property as a result of the hazard (see Attachment 2 – Conditions of Permit).

ALTERNATIVES

1. To approve Development Permit No. PL2017-022 subject to the conditions outlined in Attachments 2 to 4.
2. To deny Development Permit No. PL2017-022.

FINANCIAL IMPLICATIONS

Staff have reviewed the proposed development and note that the proposal has no implications related to the Board 2016 – 2020 Financial Plan.

STRATEGIC PLAN IMPLICATIONS

Staff have reviewed the proposed development and note that the proposal has no implications for the 2016-2020 Board Strategic Plan. The strategic priority labelled “Focus on the Environment” states that the Board will prepare for and mitigate the impact of environmental events. The DPA guideline requirements for a Geotechnical Hazard Assessment and recommendations for the protection of life and property meets this priority by ensuring that the potential impact of environmental events are assessed on a site-by-site basis and measures are imposed to mitigate the impact.



Stephen Boogaards
sboogaards@rdn.bc.ca
March 15, 2017

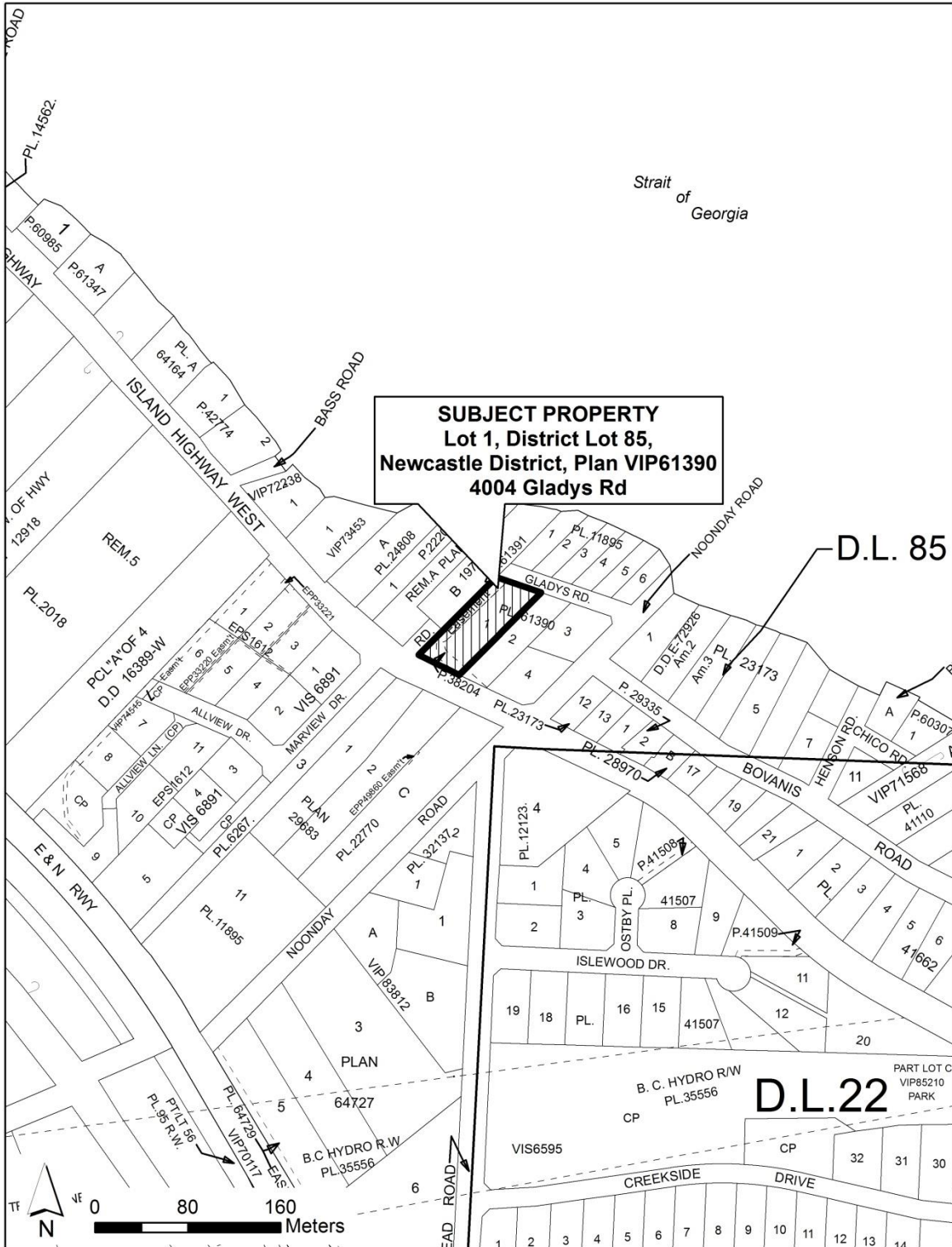
Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Subject Property Map
2. Conditions of Permit
3. Proposed Site Plan
4. Building Elevations

Attachment 1
Subject Property Map



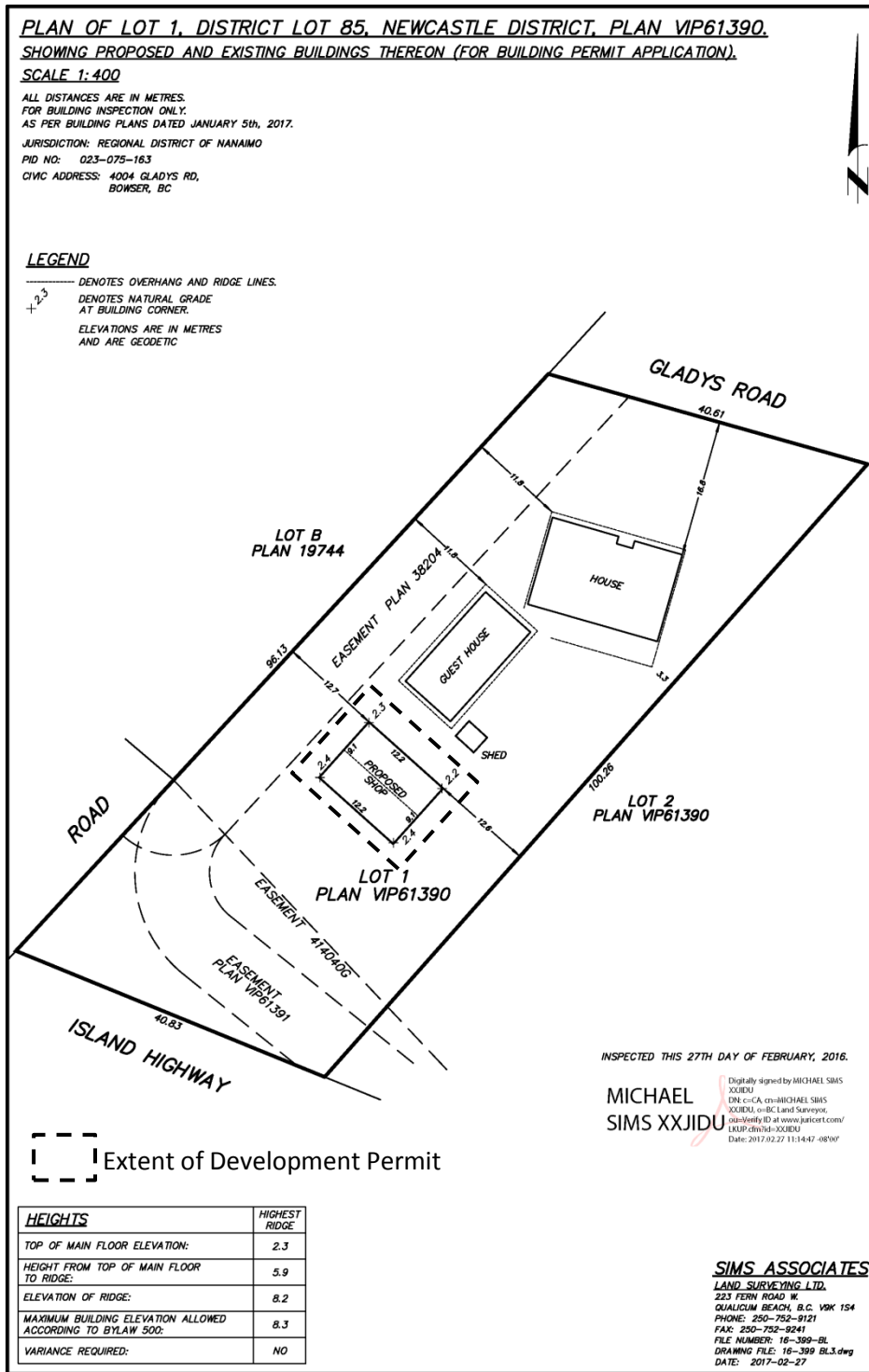
Attachment 2
Conditions of Permit

The following sets out the conditions of Development Permit No. PL2017-022:

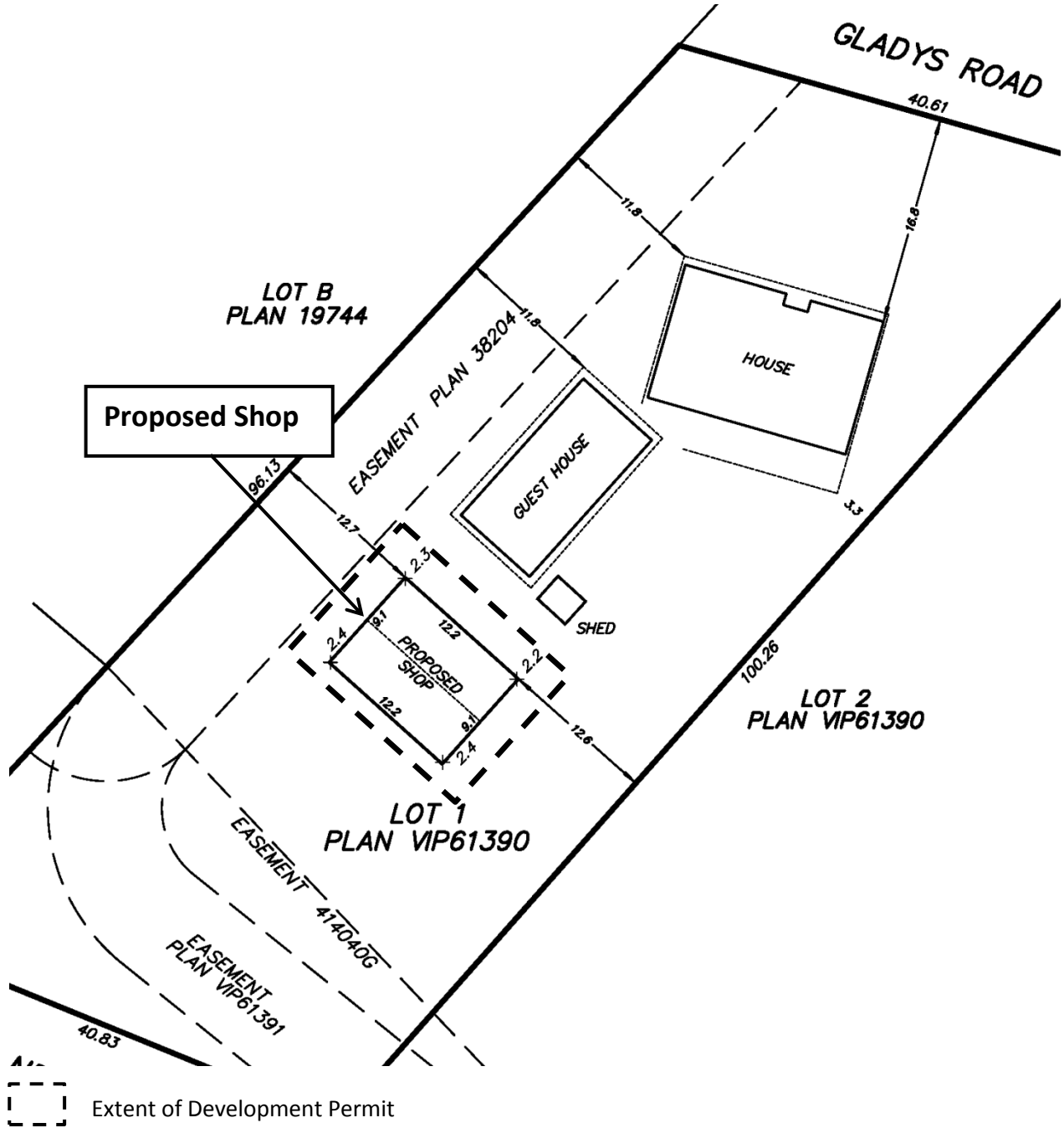
Conditions of Approval

1. The portion of the site identified as “extent of development permit” is developed in accordance with the Site Plan prepared by Sims Associates Land Surveying Ltd., dated January 5, 2017 and attached as Attachment 3.
2. The proposed development is in general compliance with the plans and elevations prepared by Kervin Home Design, dated February 1, 2017 and attached as Attachment 4.
3. The subject property shall be developed in accordance with the recommendations contained in the Geotechnical Hazard Assessment prepared by Lewkowich Engineering Associates Ltd., dated March 7, 2017.
4. Staff shall withhold the issuance of this Permit until the applicant, at the applicant’s expense, registers a Section 219 Covenant on the property title containing the Geotechnical Hazard Assessment prepared by Lewkowich Engineering Associates Ltd., dated March 7, 2017, and includes a save harmless clause that releases the Regional District of Nanaimo from all losses and damages as a result of the potential hazard.
5. The property owner shall obtain the necessary permits for construction in accordance with the “Regional District of Nanaimo Building Regulations and Fees Bylaw No. 1250, 2001” as replaced or amended.

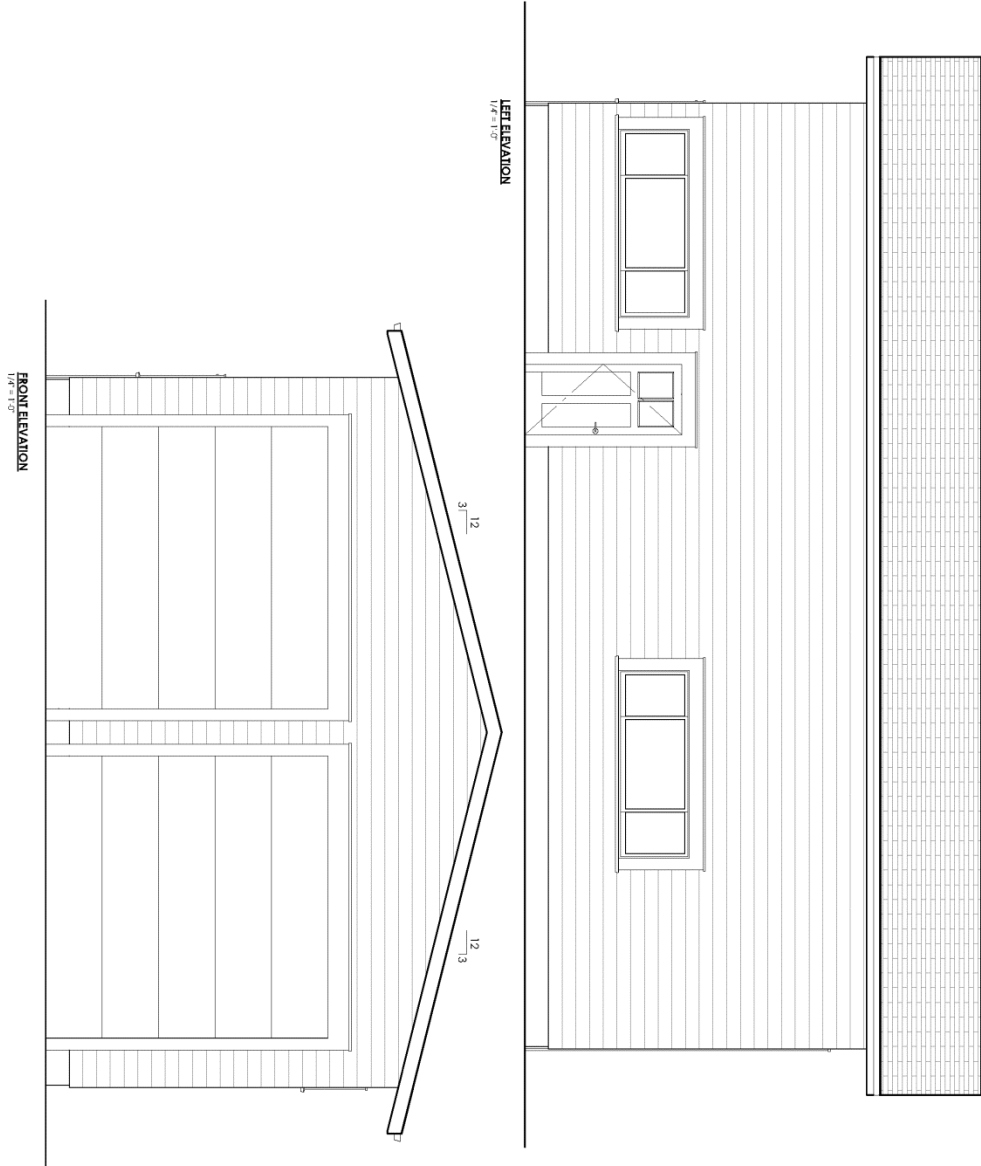
Attachment 3
Proposed Site Plan (Page 1 of 2)



Attachment 3
Proposed Site Plan (Page 2 of 2)



**Attachment 4
 Building Elevations**



KERVIN HOME DESIGN HOME DESIGN AND VISUALIZATION kdesign@shaw.ca		drawing number A3
builder information Andrew Girard	architect information Kevin Girard 21/03/17	sheet name Girard 2.dwg

TO: Electoral Area Services Committee **DATE:** April 11, 2017

FROM: Stephen Boogaards
Planner **FILE:** PL2017-026

SUBJECT: **Development Permit with Variance Application No. PL2017-026**
235 Driftwood Road – Electoral Area ‘H’.
Lot 1, District Lot 81, Newcastle District, Plan 16060

RECOMMENDATIONS

1. That the Board approve Development Permit with Variance No. PL2017-026 to reduce the interior side lot line setback for a detached garage subject to the terms and conditions outlined in Attachments 3 to 4.
2. That the Board direct staff to complete the required notification for Development Permit with Variance No. PL2017-026.

SUMMARY

The Regional District of Nanaimo (RDN) has received an application to legalize the siting of a detached garage recently constructed within the interior side lot line setback in a manner not consistent with a previously approved development permit with variance. Development Permit with Variance PL2014-089 was issued in 2014 to address additions to an existing dwelling unit and the construction of an accessory building (Garage) within the Hazard Lands Development Permit Area (DPA). Following the issuance of the Development Permit with Variance PL2014-089 the applicant had to revise the building location to avoid the septic field. Subsequently, a survey of the garage found that the revised building location was within the 8.0 metre interior side yard setback. The applicant is requesting a variance from 8.0 metres to 5.1 metres to address the encroachment into the required interior side yard setback.

Given that DPA guidelines have been met and no negative impacts are anticipated as a result of the proposed variance, staff recommends that the Board approve the development permit with variance pending the outcome of public notification and subject to the terms and conditions outlined in Attachment 3.

BACKGROUND

The RDN has received an application from Fred and Vera Johnson to recognize an accessory building constructed within the side lot line setback. The subject property is approximately 0.45 hectares in area is zoned Rural 1 (RU1) pursuant to “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”. The property is adjacent to the Strait of Georgia to the north, a RU1 zoned property to the

east, Lasqueti Road to the south, and an unconstructed portion of Driftwood Road to the west (see Attachment 1 – Subject Property Map).

The development is subject to the Hazard Lands DPA pursuant to the “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Bylaw No. 1335, 2003” for protection of development from a steep slope.

A Development Permit with Variance PL2014-089 was issued for the subject property in 2014 to legalize the existing dwelling unit and to allow for an addition to the dwelling unit. Development Permit with Variance PL2014-089 also permitted the construction of an accessory building, which met required setbacks as proposed at that time (Attachment 2 – PL2014-089 Site Plan). The location for the accessory building was subsequently adjusted at the time of the building permit application to avoid impacting a septic field. During the building permit process, a new survey identified that the accessory building, proposed as a garage, had been constructed in the interior lot line setback (Attachment 4 – Proposed Site Plan and Variances).

Proposed Development and Variance

The applicant has constructed a detached garage on the property located within the minimum required setback to the interior lot line. The applicant has requested a variance to the required interior side yard setback, rather than relocating the accessory building to meet required setbacks. The minimum required setback in the RU1 zone is 8.0 metres. The applicant proposes to vary the following regulations from the “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”:

- **Section 3.4.81 – Minimum Setback Requirements** to reduce the minimum interior side lot line setback from 8.0 metres to 5.1 metres for a detached garage.

Land Use Implications

A requirement of the Hazard Lands DPA is the submission of a report from a qualified geotechnical engineer. Under the previous Development Permit with Variance PL2014-089 the applicant submitted a Geotechnical Hazard Assessment, prepared by Lewkowich Engineering Associates Ltd., and dated June 13, 2014, to cover the proposed addition at the time. The report recommends that a 8.0 metre minimum setback from the slope crest, which would be at the location of the dwelling. The detached garage is well outside the recommended setback from the crest of slope and is consistent with the recommendations of the Geotechnical Hazard Assessment. The report concluded that the site is considered safe and suitable for its intended purpose. As a condition of the previous approval, the applicant had registered the report as a Section 219 covenant (CA4359816) on the property title.

“Board Policy B1.5 Development Variance Permit, Development Permit with Variance and Floodplain Exemption Application Evaluation” for evaluation of development variance permit applications requires that there is an adequate demonstration of an acceptable land use justification prior to the Board’s consideration. The applicant identifies that due to the septic field, the steep slopes and existing buildings on the property, the detached garage cannot be situated in another location.

The property size is approximately 4,451 m², half of which consists of a steep slope to the natural boundary of the sea. If the total property area was less than 4,000 m², under the existing RU1 zoning

requirements the interior lot line setback would be reduced to 2.0 metres. Given the site constraints on the property, the available building envelope would be comparable to a much smaller property. Further, the placement of the garage is not anticipated to affect views from adjacent properties due to existing mature hedge along the frontage and the interior side lot line. Given that the applicant has provided sufficient rationale and the proposed variance is not anticipated to have negative implications for adjacent properties, the applicants have made reasonable efforts to address Policy B1.5 guidelines.

Public Consultation Implications

Pending the Electoral Area Services Committee's recommendation and pursuant to the *Local Government Act* and the "Regional District of Nanaimo Development Approvals and Notification Procedures Bylaw No. 1432, 2005", property owners and tenants of parcels located within a 50.0 metre radius of the subject property will receive a direct notice of the proposal and will have an opportunity to comment on the proposed variance prior to the Board's consideration of the application.

ALTERNATIVES

1. To approve Development Variance Permit No. PL2017-026 subject to the conditions outlined in Attachments 3 to 4.
2. To deny Development Variance Permit No. PL2017-026.

FINANCIAL IMPLICATIONS

Staff have reviewed the proposed development and note that the proposal has no implications related to the Board 2016 – 2020 Financial Plan.

STRATEGIC PLAN IMPLICATIONS

Staff have reviewed the proposed development and note that the proposal has no implications for the 2016 – 2020 Board Strategic Plan.



Stephen Boogaards
sboogaards@rdn.bc.ca
March 17, 2017

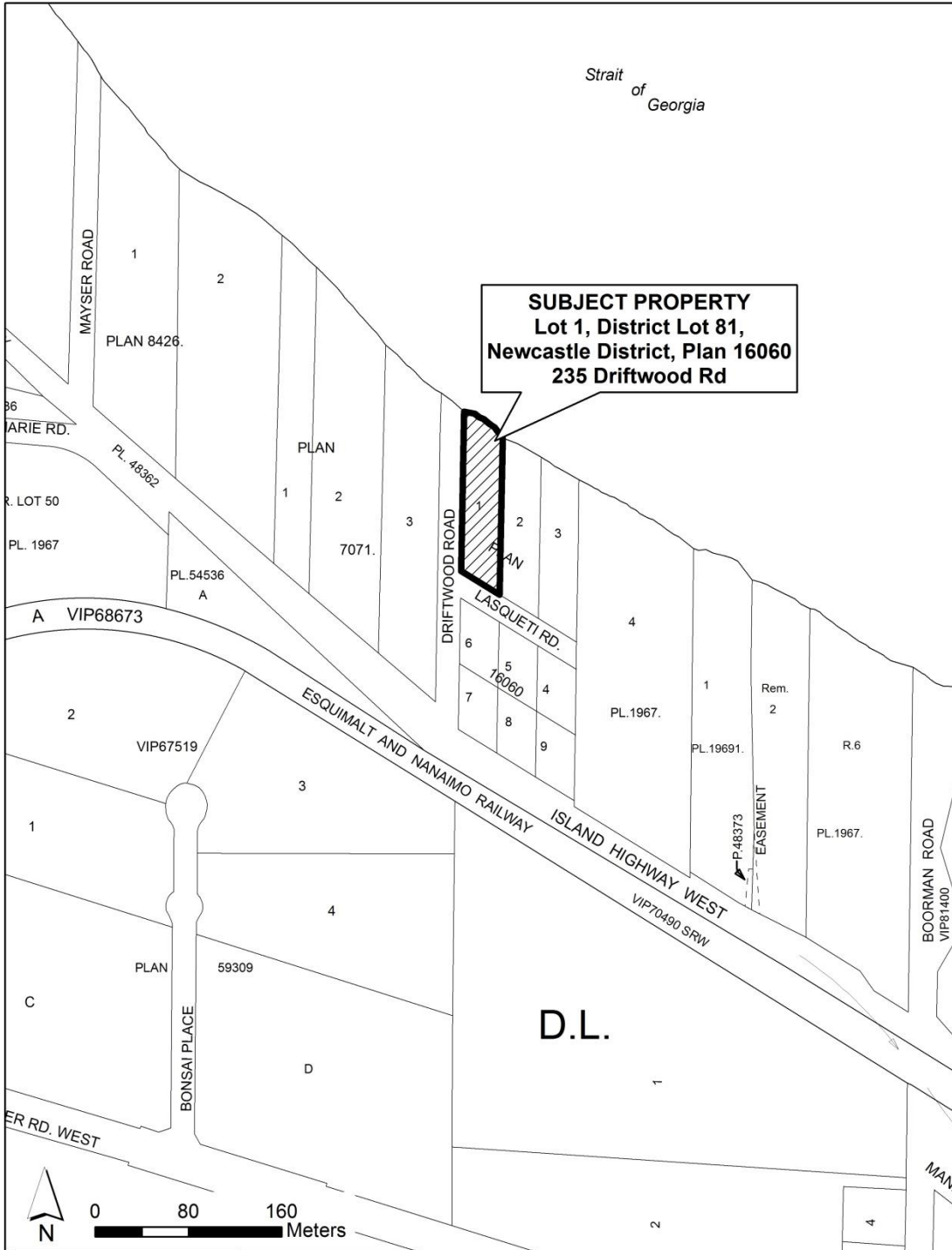
Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

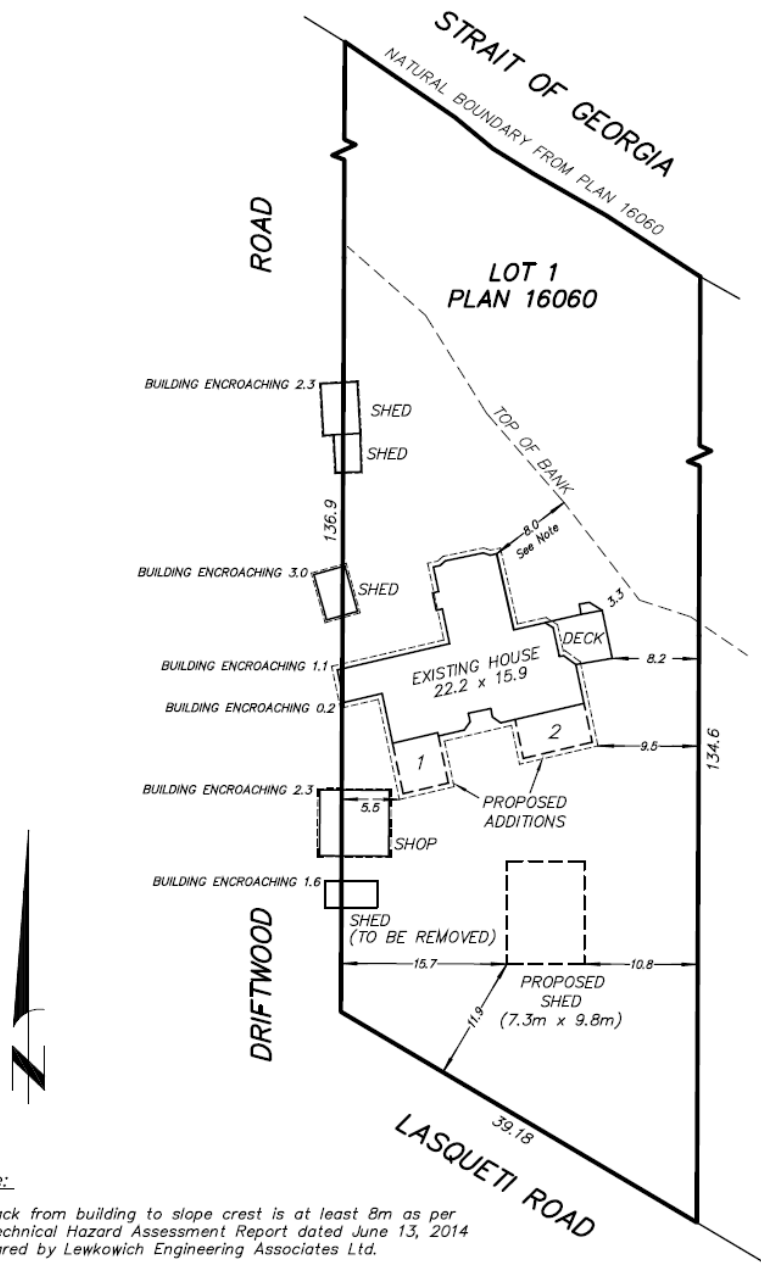
Attachments

1. Subject Property Map
2. PL2014-089 Site Plan
3. Terms and Conditions of Permit
4. Proposed Site Plan and Variances

Attachment 1
Subject Property Map



Attachment 2
PL2014-089 Site Plan



Attachment 3 Terms and Conditions of Permit

The following sets out the terms and conditions of Development Variance Permit No. PL2017-026:

Bylaw No. 500, 1987 Variance

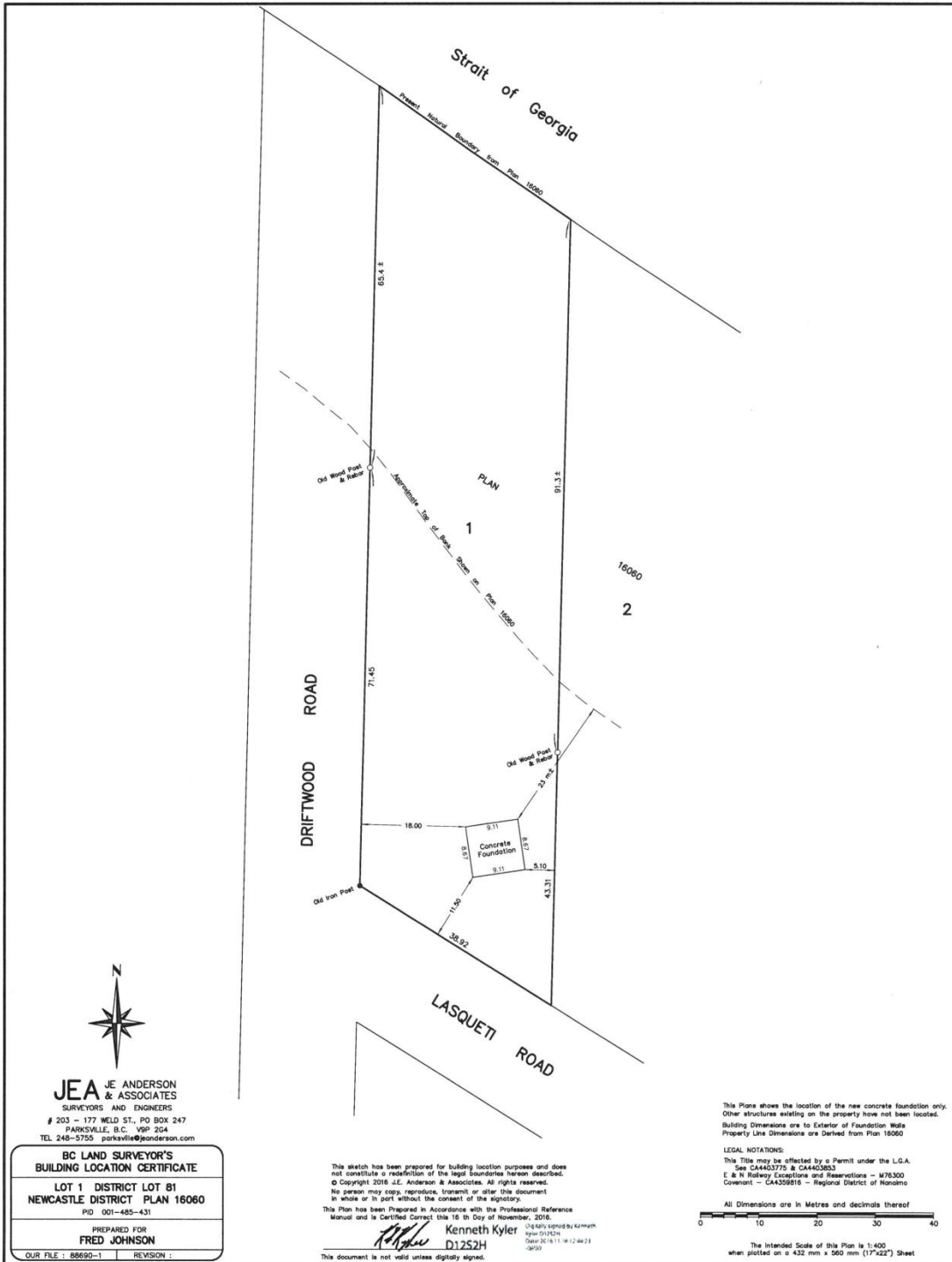
With respect to the lands, “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987” is varied as follows:

- **Section 3.4.81 – Minimum Setback Requirements** to reduce the minimum interior side lot line setback from 8.0 metres to 5.1 metres for a detached garage.

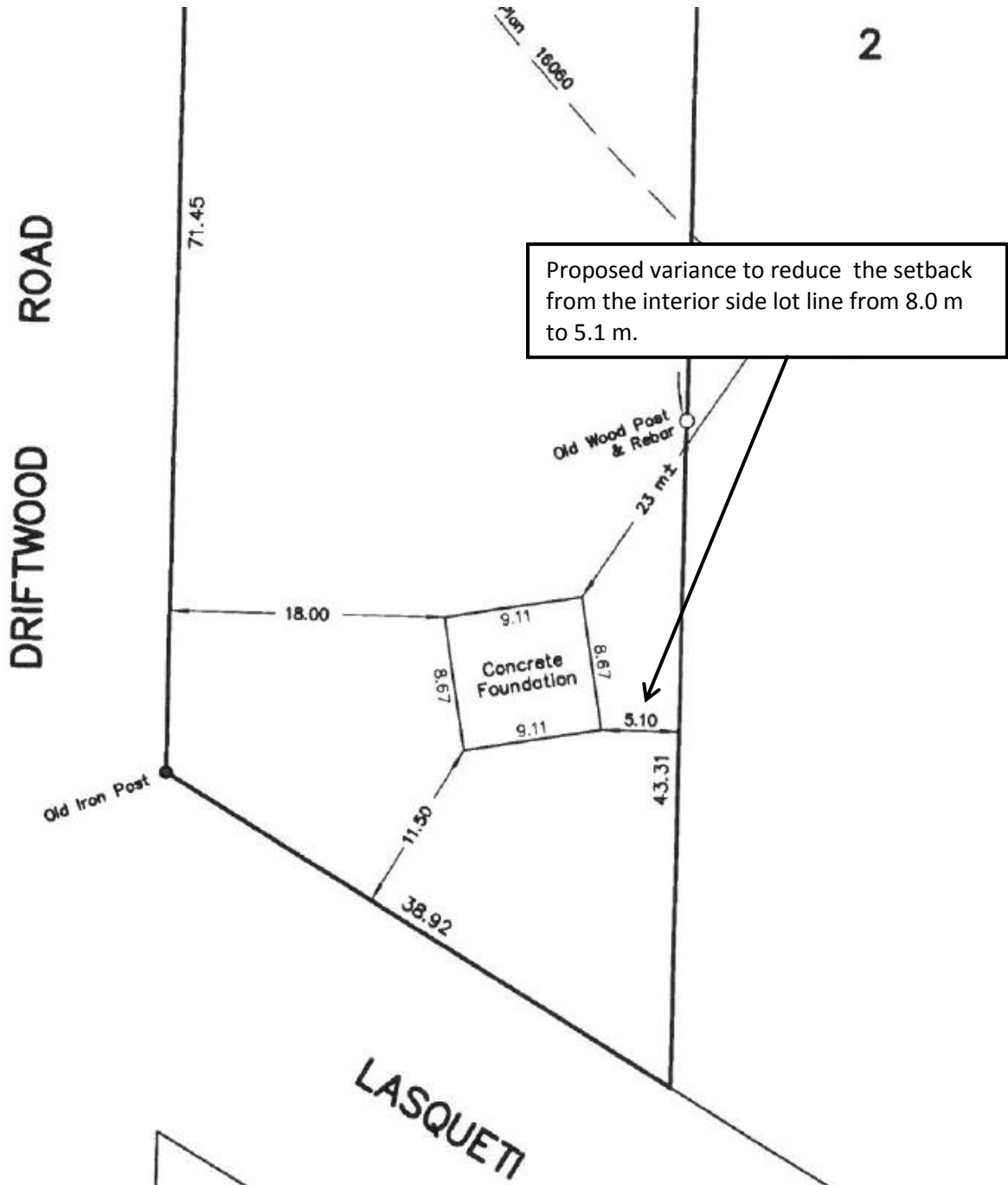
Conditions of Approval

1. The site is developed in accordance with the Survey Plan prepared by JE Anderson & Associates, dated November 16, 2016 and attached as Attachment 3.
2. The subject property shall be developed in accordance with the recommendations contained in the Geotechnical Engineering Review prepared by Lewkowich Engineering Associates Ltd., dated June 13, 2014.
3. The property owner shall obtain the necessary permits for construction in accordance the “Regional District of Nanaimo Building Regulations and Fees Bylaw No. 1250, 2001” as replaced or amended.

Attachment 4
Proposed Site Plan and Variances (Page 1 of 2)



Attachment 4
Proposed Site Plan and Variances (Page 2 of 2)



TO: Electoral Area Services Committee **DATE:** April 11, 2017

FROM: Kristy Marks
Planner **FILE:** PL2017-023

SUBJECT: **Development Variance Permit Application No. PL2017-023**
2925 and 2931 Northwest Bay Road – Electoral Area ‘E’
Lot 2, District Lot 6, Nanoose District, Plan 50996

RECOMMENDATION

That the Board not approve Development Variance Permit No. PL2017-023 as proposed.

SUMMARY

This is an application for a Development Variance Permit to permit a freestanding sign within the setback to the front lot line on the subject property. The proposed sign has been designed to replicate existing community identification signage for Nanoose Bay and would allow the consolidation of a number of existing freestanding signs on the property. The sign is proposed to include a programmable Electronic Message Centre with an LED screen to advertise events at Nanoose Place Community Centre.

The proposed freestanding sign does not meet the requirements outlined in “Board Policy B1.5 Development Variance Permit, Development Permit with Variance, and Floodplain Exemption Application Evaluation” (Board Policy B1.5) and is inconsistent with the Form and Character Development Permit Area guidelines. Electronic Message Centres also have the potential to result in a visual distraction to drivers and interfere with the safe movement of pedestrians and/or traffic. Given these considerations, staff recommend that the Board deny the requested Development Variance Permit application and encourage the applicant to work with staff to propose an alternative that addresses these concerns.

BACKGROUND

The Regional District of Nanaimo has received an application from the Nanoose Bay Activities and Recreation Society on behalf of the Regional District of Nanaimo, the property owner, to permit the construction of a freestanding sign on the subject property within the setback to the front lot line. The subject property is approximately 1.22 hectares in area and is zoned Public 1 (PU1), Subdivision District ‘Q’, pursuant to “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”. The property is located in the Red Gap Village Centre and is surrounded by Northwest Bay Road and to the west, Nanoose Bay Elementary School to the north, Jack Bagley Park to the east and a vacant commercial zoned parcel to the south (see Attachment 1 – Subject Property Map).

The property contains the Nanoose Place Community Centre, currently home to the Nanoose Bay Lion's Club and Christ's Church Oceanside, the Nanoose Children's Centre daycare and Eswyn's Alpine and Rock Garden.

While the subject property is within the Form and Character Development Permit Area per the "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw No. 1400, 2005", the proposed development is exempt from requiring a development permit because the use of the property is institutional. Given the subject property's prominent location, high visibility within the Red Gap Village Centre and potential implications for development of adjacent commercial uses, staff have considered the DPA guidelines in reviewing this application.

Proposed Development and Variance

The proposed development includes the construction of a freestanding sign within the front lot line setback on the subject property. The proposed sign has been designed to replicate existing community signage for Nanoose Bay and would replace a number of existing freestanding signs on the property. The proposed sign is approximately 3.0 metres in height with a total sign face area of approximately 4.1 m² per side. The upper and lower panels of the sign are proposed to be constructed of high density urethane foam and the center panel would include an Electronic Message Centre (EMC) component with red or amber LED lighting intended to advertise upcoming community events taking place on the subject property. While specific sign content cannot be regulated, "Regional District of Nanaimo Sign Bylaw No. 993, 1995" (Bylaw 993) prohibits the advertising of a business, profession, service, activity, entertainment or sale or rental which does not occur on the parcel. No variances to the Bylaw 993 are required.

The sign is proposed to be sited on the property line on the north side of the existing driveway access, in the northeast corner of the intersection of Northwest Bay Road and Apollo Drive. The applicant proposes to vary the following regulations from the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987":

- **Section 3.4.41 – Minimum Setback Requirements** to reduce the setback from the front lot line for a freestanding sign from 8.0 metres to 0.0 metres.

Land Use Implications

In support of the application, the applicant has submitted a proposed site plan indicating the general location of the proposed sign and sign elevations. See Attachment 3 - Proposed Site Plan and Variance and Attachment 4 - Sign Elevation.

Board Policy B1.5 provides staff with guidance when reviewing and evaluating requests for variances and states that an application should demonstrate both an acceptable land use justification and also that reasonable effort has been made to avoid the need for, or reduce the extent of a variance. The subject property is currently managed by the Nanoose Bay Activities and Recreation Society, a registered non-profit society, and the Society suggests that the proposed free standing sign would reduce volunteer workload and be easier to maintain than the existing letter board sign which is in poor condition. The applicant has indicated that meeting the minimum setback of 8.0 metres from the front lot line would reduce visibility of the sign from the road and would require the removal of a number of

trees to improve visibility. In addition, the proposed siting of the sign is not out of character with the siting of adjacent freestanding signs, some of which are located within the road right-of-way.

The applicant is proposing to remove all existing freestanding signs on the subject property, including the community bulletin board structure and letter board sign, and consolidate this information into the proposed new sign. This aspect of the proposal is consistent with Board Policy B1.5, which encourages consolidation of signage to reduce the appearance of “sign clutter”. Board Policy B1.5 also states that signage variance requests may not be supported where the proposed variance creates a visual obstruction which interferes with the safe movement of pedestrians and/or traffic on and off-site or the illumination of a proposed sign is not compatible with the surrounding neighbourhood or would create an unreasonable aesthetic impact on the adjacent properties.

Although the applicant has provided a rationale and demonstrated that the proposed siting of the sign within the setback is not anticipated to have a negative impact on adjacent properties, it is anticipated that the proposed EMC component of the sign could result in a visual distraction and interfere with the safe movement of pedestrians and traffic.

The applicant is proposing to locate the sign on the north side of the existing driveway access at the intersection of Northwest Bay Road and Apollo Drive, which provides access to the Red Gap Centre and the Schooner Bay Mobile Home Park. Given that the proposed sign is in a highly visible location within a school zone and its proximity to the intersection, adjacent crosswalk and nearby transit stop, there is the potential for the proposed EMC portion of the sign to interfere with the safe movement of pedestrians and traffic in this area. In addition, the proposed EMC component of the sign is inconsistent with the character of existing neighbourhood signs which are static and unlit.

Given that the use of the subject property is institutional the proposed sign is not subject to the Form and Character DPA. However, as the property is located within the Red Gap Village Centre and adjacent uses that are subject to DPA guidelines, staff have considered these guidelines in reviewing this application. The DPA guidelines encourage signage to complement the design of buildings and structures and to be consolidated on multiple development sites. While the sign has been designed to replicate existing community signage and would allow the consolidation of signage on the property as supported by the DPA guidelines, the EMC portion of the sign is inconsistent with the intent of the DPA guidelines which encourage indirect lighting and the use of natural materials.

As the proposed sign is not consistent with Board Policy B1.5 and the DPA guidelines, staff do not recommend the Board approve the application as proposed. Should the Board choose to approve the Development Variance Permit application as requested by the applicant, staff have drafted conditions that could minimize potential impacts related to the sign. These draft conditions are included in Attachment 2 – Draft Terms and Conditions of Permit and would form conditions of approval if the Board chooses to approve the application as per Alternative 2 below.

Intergovernmental Implications

The application was referred to the Ministry of Transportation and Infrastructure (MOTI) for its review and comment. The MOTI noted that it does not have any concern with the proposed siting of the sign and has confirmed that it does not require a siting permit for the sign, which is located within the 4.5 metre MOTI highway setback. The MOTI also advised that, without restrictions on animation, display

time and brightness, such as those outlined on Attachment 2, it would be concerned that the EMC portion of the sign could result in a visual distraction to motorists. The MOTI further stated that if the sign were to be approved with an EMC component, the MOTI would work with the RDN (as the property owner) to modify the EMC display parameters should concerns arise in the future.

Public Consultation Implications

Should the Committee choose to recommend that the Board approve the Development Variance Permit in accordance with Alternative 2, notification will take place pursuant to the *Local Government Act* and the “Regional District of Nanaimo Development Approvals and Notification Procedures Bylaw No. 1432, 2005”. Property owners and tenants of parcels located within a 50 metre radius of the subject property will receive a direct notice of the proposal and will have an opportunity to comment on the proposed variances prior to the Board’s consideration of the application.

ALTERNATIVES

1. To deny Development Variance Permit No. PL2017-023.
2. To approve Development Variance Permit No. PL2017-023 subject to the conditions outlined in Attachments 2 to 4.

FINANCIAL IMPLICATIONS

Staff have reviewed the proposed development and note that the proposal has no implications related to the Board 2016 – 2020 Financial Plan.

STRATEGIC PLAN IMPLICATIONS

Staff have reviewed the proposed development and note that the proposed sign is part of a broader program for improvements at Nanoose Place and is consistent with the 2017 – 2021 Board Strategic Plans priorities related to developing relationships and partnering with community groups to advance the region.



Kristy Marks
kmarks@rdn.bc.ca
March 27, 2017

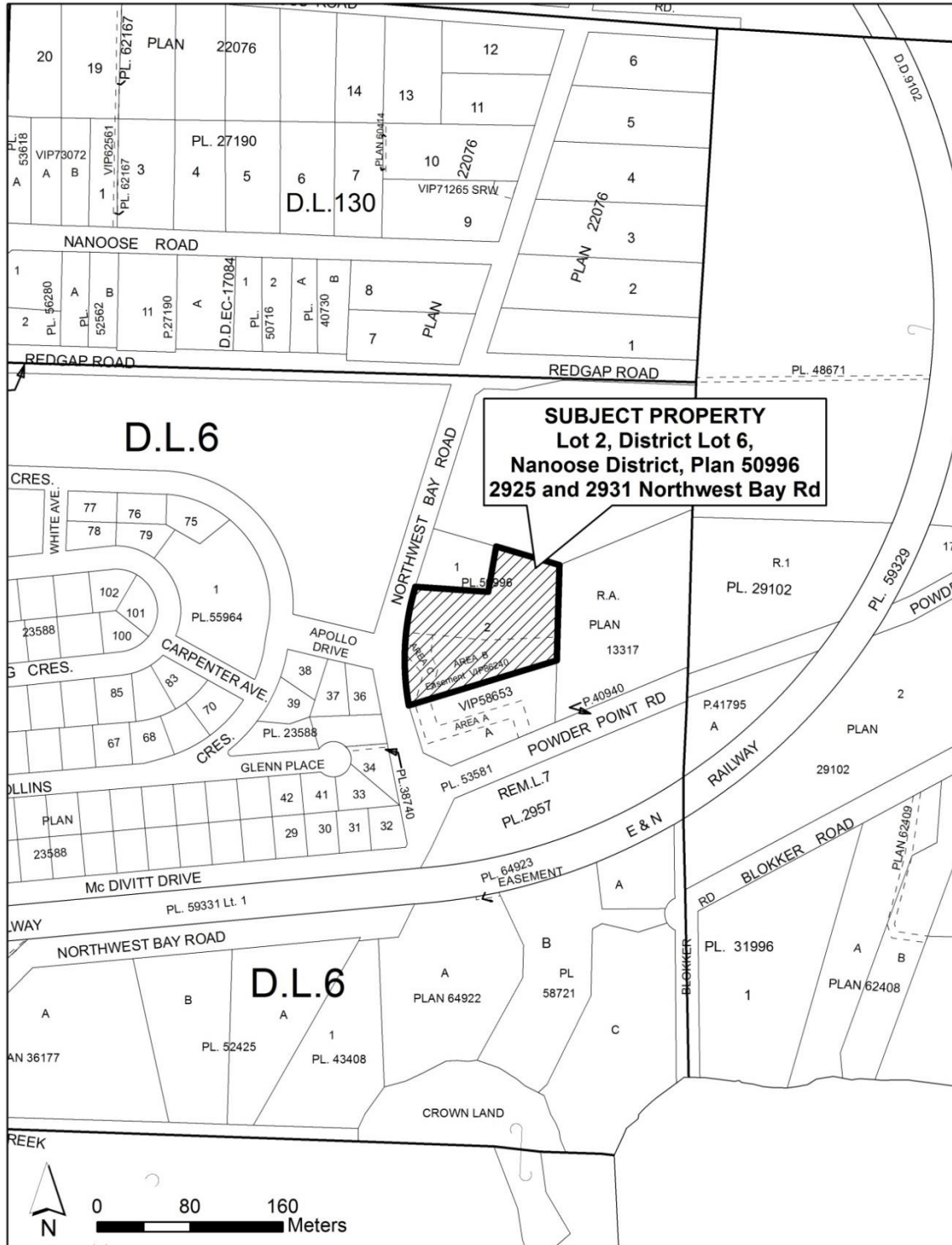
Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Subject Property Map
2. Draft Terms and Conditions of Permit
3. Proposed Site Plan and Variances
4. Sign Elevations

Attachment 1
Subject Property Map



Attachment 2
Draft Terms and Conditions of Permit

The following sets out the terms and conditions of Development Variance Permit No. PL2017-023:

Bylaw No. 500, 1987 Variance

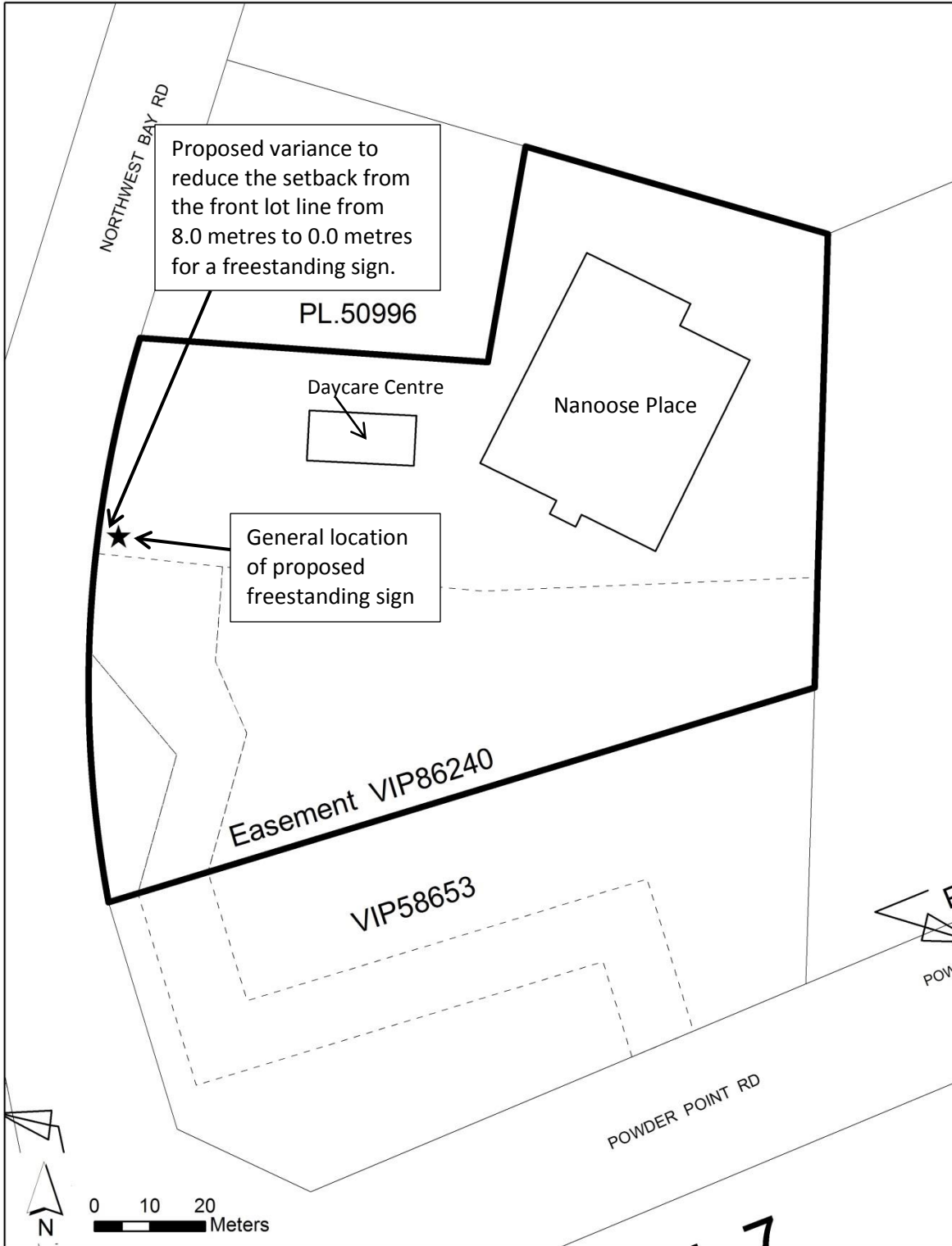
With respect to the lands, “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987” is varied as follows:

Minimum Setback Requirements to reduce the setback from the front lot line for a freestanding sign from 8.0 metres to 0.0 metres.

Conditions of Approval

1. The site is developed in accordance with the Site Plan attached as Attachment 3.
2. The proposed development is in substantial compliance with the plans and elevations prepared by Scott Signs and attached as Attachment 4.
3. The freestanding sign shall conform to the following requirements:
 - a. Sign copy is limited to static images only which shall be displayed for a minimum of 1 minute per image/message. The use of animation effects to transition from one static image to the next is not permitted.
 - b. The sign shall not include continuous video, flashing or scrolling components.
 - c. The LED portion of the sign shall include automatic dimming so that light intensity levels are automatically adjusted based on current weather conditions and the time of day.
 - d. The brightness level of the LED sign shall not be more than 0.3 foot candles over ambient levels, as measured using a foot candle meter at a distance of 30.0 metres from the face of the sign.
 - e. The sign must be turned off between the hours of 10:00 pm and 6:00 am.
 - f. Third party advertising is not permitted.
4. The applicant is required to remove all existing freestanding signage and the community bulletin board structure from the subject property.
5. The applicant shall be required to provide a survey prepared by a BCLS confirming the location of the freestanding sign prior issuance of building permit.
6. The property owner shall obtain the necessary permits for construction in accordance with “Regional District of Nanaimo Building Regulations and Fees Bylaw No. 1250, 2001” as replaced or amended.

Attachment 3
Proposed Site Plan and Variance



**Attachment 4
 Sign Elevation**



scale: 1:16

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING**

**Tuesday, April 11, 2017
7:00 P.M.
RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	Director A. McPherson	Electoral Area A
	Director H. Houle	Electoral Area B
	Director M. Young	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director J. Fell	Electoral Area F
	Director J. Stanhope	Electoral Area G
	Director B. McKay	City of Nanaimo
	Director B. Bestwick	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director J. Hong	City of Nanaimo
	Director J. Kipp	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
	Director M. Lefebvre	City of Parksville
	Director B. Colclough	District of Lantzville
	Director T. Westbroek	Town of Qualicum Beach
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	R. Alexander	Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	T. Osborne	Gen. Mgr. Recreation & Parks
	D. Trudeau	Gen. Mgr. Transportation & Emergency Planning Services
	J. Harrison	Director of Corporate Services
	T. Moore	A/Director of Finance
	J. Hill	Mgr. Administrative Services
	C. Golding	Recording Secretary

CALL TO ORDER

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

The Chair welcomed Director Fuller to the meeting.

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved, as amended, to include late items as outlined in the Addendum.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Regular Committee of the Whole Meeting - March 14, 2017.

It was moved and seconded that the minutes of the Regular Committee of the Whole meeting held March 14, 2017 be adopted.

CARRIED UNANIMOUSLY

DELEGATIONS

Les Anderson, Sherry Durnford, Wilf Worland, Friends of Rails to Trails Vancouver Island, re Request of Support for Trail Proposal.

Les Anderson shared the vision of Friends of Rails to Trails Vancouver Island to convert the E&N Railbed to a non-motorized, multi-use recreational trail and asked for the Board's support for the initiative.

Barbara Smith, Silver Spur Riding Club, re Motion #12 to Ban Horses from the Coombs to Parksville Trail and Accompanying Staff Report.

Barbara Smith spoke in opposition to the recommendation to ban horses on the Coombs to Parksville Trail and asked the Board to consult with user groups to provide options and solutions that can accommodate all user groups.

CORRESPONDENCE

Clark Somerville, Federation of Canadian Municipalities, re FCM Legal Defense Fund.

It as moved and seconded that the correspondence from Clark Somerville, Federation of Canadian Municipalities, regarding the Federation of Canadian Municipalities' Legal Defense Fund be received.

CARRIED UNANIMOUSLY

Todd Stone, Minister of Transporation and Infrastructure, re Follow-up to Meetings at 2016 UBCM Convention.

It was moved and seconded that the correspondence from Todd Stone, Minister of Transportation and Infrastructure, regarding follow-up to meetings at the 2016 Union of BC Municipalities Convention be received.

CARRIED UNANIMOUSLY

Carol Cannon, Bowser Seniors Housing Society, re Lease of Crown Land Lots DL36, PT 1 & 2, PL 2076.

Chair Veenhof passed the Chair to Vice Chair Thorpe.

It was moved and seconded that the correspondence from Carol Cannon, Bowser Seniors Housing Society, regarding the Lease of Crown Land Lots DL36, PT 1 & 2, PL 2076 be received.

CARRIED UNANIMOUSLY

It was moved and seconded that staff be directed to prepare a letter to the Ministry of Forests, Lands and Natural Resource Operations requesting the revision of the Regional District of Nanaimo's Crown Lease No. 114348 to amend the boundaries of the lease area in order to allow the Bowser Seniors Housing Society to submit a Sponsored Crown Grant application for the northern portion of the site for the purposes of constructing a not-for-profit seniors housing complex.

CARRIED UNANIMOUSLY

It was moved and seconded that staff be directed to prepare a letter of support for the Bowser Seniors Housing Society's Sponsored Crown Grant application for the purposes of constructing a not-for-profit seniors housing complex.

CARRIED UNANIMOUSLY

Chair Veenhof assumed the Chair.

Correspondence re Delegation by Friends of Rails to Trails Vancouver Island.

It was moved and seconded that the correspondence regarding the proposal by Friends of Rails to Trails Vancouver Island to convert the E&N railway to trails be received.

CARRIED UNANIMOUSLY

COMMITTEE MINUTES AND RECOMMENDATIONS

Liquid Waste Management Planning Monitoring Committee.

Minutes of the Liquid Waste Management Plan Monitoring Committee – March 17, 2017.

It was moved and seconded that the minutes of the Liquid Waste Management Plan Monitoring Committee Meeting held March 17, 2017 be received for information.

CARRIED UNANIMOUSLY

Agricultural Advisory Committee.

Minutes of the Agricultural Advisory Committee Meeting – March 17, 2017.

It was moved and seconded that the minutes of the Agricultural Advisory Committee Meeting held March 17, 2017 be received for information.

CARRIED UNANIMOUSLY

Agricultural Advisory Committee Comments Provided to the Agricultural Land Commission.

It was moved and seconded that the following motion:

That staff be requested to send a letter to the Agricultural Land Commission to invite them to attend an Agricultural Advisory Committee meeting to discuss the value and impact that the Committee comments have on the Agricultural Land Commission decisions.

be referred to staff.

CARRIED UNANIMOUSLY

It was moved and seconded that Agricultural Advisory Committee members receive mileage reimbursement for site visits they are asked to attend.

CARRIED UNANIMOUSLY

FINANCE

Preliminary Operating Results for the Period ending December 31, 2016.

It was moved and seconded that the report on preliminary financial operating results as at December 31, 2016 be received for information.

CARRIED UNANIMOUSLY

CORPORATE SERVICES

2016 Census Impact on Number of Directors and Voting Strength.

It was moved and seconded that the Board delay consideration of the 2016 Census Impact on Number of Directors and Voting Strength Report until June so that member municipalities can have time to more closely examine the recommendations.

CARRIED UNANIMOUSLY

STRATEGIC AND COMMUNITY DEVELOPMENT

Mount Arrowsmith Biosphere – Memorandum of Understanding.

It was moved and seconded:

That the Board authorize the execution of a memorandum of understanding with Vancouver Island University for the purpose of establishing a foundation for regional cooperation in areas of mutual benefit that pertain to the Mount Arrowsmith Biosphere Region, and

That the Chair represent the Regional District of Nanaimo on the Mount Arrowsmith Biosphere Region Roundtable or appoint another Director to attend on his behalf.

It was moved and seconded that the Mount Arrowsmith Biosphere - Memorandum of Understanding report be referred back to staff.

Opposed (1): Director Houle

CARRIED

Qualicum First Nation/Regional District of Nanaimo Collaboration Protocol Update.

It was moved and seconded that the Regional District of Nanaimo submit a grant application to the Union of British Columbia Municipalities to support community-to-community activities with Qualicum First Nation.

CARRIED UNANIMOUSLY

2016 Regional Growth Strategy Annual Report.

It was moved and seconded that the Board receive the 2016 Regional Growth Strategy Annual Report.

CARRIED UNANIMOUSLY

RECREATION AND PARKS

Horses on the Coombs to Parksville Rail Trail.

It was moved and seconded that staff continue to pursue equestrian parking in relation to equestrian use of Highway 4A Crown Woodlot.

CARRIED UNANIMOUSLY

It was moved and seconded that the matter of finding suitable accommodation for equestrians on Regional Trails be referred to the Regional Parks and Trails Select Committee.

CARRIED UNANIMOUSLY

It was moved and seconded that horses be excluded temporarily from the Coombs to Parksville Trail for two months.

CARRIED UNANIMOUSLY

REGIONAL AND COMMUNITY UTILITIES

Restricting the Use of Throw-away Plastics in the Regional District of Nanaimo.

It was moved and seconded that the Board receive the report on Restricting the Use of Throw-away Plastics in the Regional District of Nanaimo for information.

CARRIED UNANIMOUSLY

Bylaw Nos. 1049.09 and 867.08 - Nanoose Bay Peninsula Water Service Area Expansion, Electoral Area 'E'.

It was moved and seconded that the Board give three readings to “Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give three readings to “Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017”.

CARRIED UNANIMOUSLY

Northern and Southern Communities Wastewater Development Cost Charges.

It was moved and seconded that the Board give third reading to “Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give third reading to “Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016”.

CARRIED UNANIMOUSLY

It was moved and seconded that Bylaw Nos. 1442.03, 2016 and 1547.01, 2016 be forwarded to the Inspector of Municipalities for approval following third reading.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM DELEGATIONS

Friends of Rails to Trails Vancouver Island.

It was moved and seconded that the Board send a letter to the Island Corridor Foundation in support of converting the railway to trails from Parksville to Courtenay, and that a copy of the letter be sent to the Friends of Rails to Trails Vancouver Island.

Opposed (5): Director Houle, Director Fell, Director Stanhope, Director McKay, and Director Lefebvre

CARRIED

NEW BUSINESS

Electoral Area 'H' Community Works Funds.

Chair Veenhof passed the Chair to Vice Chair Thorpe.

It was moved and seconded that up to \$100,000 of Community Works Funds designated for Electoral Area 'H' be allocated to the design and implementation plan for the proposed Bowser Sewer Service.

CARRIED UNANIMOUSLY

Chair Veenhof assumed the Chair.

Directors' Roundtable.

Directors provided updates to the Board.

IN CAMERA

It was moved and seconded that pursuant to Sections 90 (1) (e) and (m) of the *Community Charter* the Committee proceed to an In Camera Meeting for discussions related to land acquisition and intergovernmental relations.

CARRIED UNANIMOUSLY

TIME: 9:21 PM

ADJOURNMENT

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 9:30 PM

CHAIRPERSON

CORPORATE OFFICER



Bowser Seniors Housing Society

P.O. Box 155

Bowser BC V0R 1G0

Charitable Organization Registration No: 816671879RR0001

Website: www.bshts.ca

Email: secretary@bowser-seniors-housing-society.org

March 16, 2017

Sean De Pol
Manager of Wastewater Services, RDN
6300 Hammond Bay Road
Nanaimo BC V9T 6N2

Dear Sean:

RE: Lease of Crown Land Lots DL36, PT 1 & 2, PL 2076

With respect to the letter we sent you on January 4th, requesting that our lease, between the RDN and the Bowser Seniors Housing Society, be drafted - we wish to revise this request, due to new information received in the interim period. We now respectfully ask that the RDN issue a letter of support to the Society for our new application, acknowledging the need to release half of the allotted land to the Society that is currently leased to the RDN, for the reasons outlined below.

Upon receipt of email directions by both the RDN and the Society from Elizabeth deMunck and Bonita Wallace, Ministry of Forests Lands and Natural Resources Operations (FLNRO), we are now pursuing a new Sponsored Crown Grant (SCG) application. Our potential partnership with BC Housing to assist with funding to enable us to proceed with the development of the Lighthouse Villa for Seniors (non-profit seniors housing), requires us to have a mortgageable building site with a minimum 60 year lease capability. This requirement is outside the scope of the current lease tenure arrangement.

On March 13, 2012, the Province of BC issued the RDN a 20 year lease for the property noted above to be used for senior's supportive living housing complex, sewage treatment facility and waste water management system purposes. We now understand that the area of land the existing lease incorporates will need to be adjusted to allow the Society to apply for an SCG on the north half of the two lots (2.104 hectares), while the RDN retains its current lease arrangement on the south half only (2.106 hectares). The Society intends to build up to 36 units of seniors housing along with the related infrastructure such as parking, onsite sewage disposal, trails, and onsite rainwater management, on the northern portion of the property, as appropriate (revised survey drawing attached).

We have met with Shawn Meisner, Major Projects Manager, FLNRO, who has advised us to submit our new SCG application and the RDN's leased land revision request in conjunction with each other. He also confirmed that your revision would not be amended

until our SCG is approved, to avoid any unnecessary changes to your original lease arrangement.

We have also been informed that the new lot alignment will have to undergo a subdivision process under the Land Act, directly with the Surveyor General and Crown Lands (FLNRO).

We appreciate your efforts to help us bring the Lighthouse Villa project closer to reality. The Village of Bowser will benefit from having seniors remain in the community, maintaining existing social and economic networks of support. The opportunity to age in place is critically important and has broad community support in our area.

Sincerely,



Carol Cannon,
Secretary/Treasurer

CC Bill Veenhof, RDN Director, Area H
Jeremy Holm, RDN Manager, Current Planning
Courtney Simpson, RDN Senior Planner
Shawn Meisner, Major Projects Mgr, Ministry
of Forests Lands and Natural Resources Operations

TO: Committee of the Whole **MEETING:** April 11, 2017

FROM: Joan Harrison **FILE:** 6600-02
Director of Corporate Services

SUBJECT: 2016 Census Impact on Number of Directors and Voting Strength

RECOMMENDATION

1. That the Board request an amendment to the RDN Letters Patent to change the voting unit to 2,750.

SUMMARY

Statistics Canada recently released population statistics from the 2016 Census. The increase in population has an impact on voting strength and Director representation on the RDN Board and as such, warrants some discussion by the Board.

Staff have provided the implications of amending the voting unit or leaving it at 2,500. The option recommended by staff is for the Board to request an amendment to the RDN Letters Patent to change the voting unit to 2,750. This change results in the least impact on the current composition and voting strength of the Board.

BACKGROUND

Statistics Canada recently released population statistics from the 2016 Census. Following the release of census data, the Ministry of Community, Sport and Cultural Development reviews the numbers and amends them to recognize any boundary adjustments and to include the populations of the First Nation reserve lands within the applicable electoral area. These adjusted numbers are certified by the Minister and, with the voting unit, determine the voting strength and Director representation on regional district Boards.

Staff have worked with the Ministry to pre-determine the numbers that will be certified by the Minister in order to be able to present options to the Board for discussion in advance of any impact to the Board composition resulting from the revised population figures. It is anticipated that the population numbers will be certified by the Minister and released by early November 2017.

At the time of incorporation in August 1967, a voting unit of 3,000 was established for the RDN. Subsequent changes to the voting unit were made as follows: in February of 1973 the voting unit was amended to 2,000; in February of 1975 the voting unit was amended to 1,500; and in November of 1982 the voting unit was amended to 2,500 where it has remained to this day.

The following chart shows the voting strength and number of Directors as per the 2011 Census and as per the 2016 Census using the numbers that are expected to be certified by the Minister, should the RDN voting unit remain unchanged at 2,500.

Voting Unit		2,500			2,500	
Jurisdiction	Population - 2011 Census (certified)	Number of Directors	Voting Strength	Population - 2016 Census Adjusted	Number of Directors	Voting Strength
Nanaimo	83,810	7	34	90,504	8	37
Parksville	11,977	1	5	12,514	2	6
Lantzville	3,601	1	2	3,605	1	2
Qualicum Beach	8,687	1	4	8,943	1	4
EA A*	7,195	1	3	7,429	1	3
EA B	4,045	1	2	4,033	1	2
EA C*	3,211	1	2	3,168	1	2
EA E*	5,878	1	3	6,355	1	3
EA F	7,422	1	3	7,724	1	4
EA G	7,158	1	3	7,465	1	3
EA H*	3,590	1	2	3,958	1	2
Total	146,574	17	63	155,698	19	68

*Population includes people residing on Indian Reserves

As per the above calculations, the 2016 Census figures result in five additional votes at the Board table and two additional Directors, one from the City of Nanaimo and one from the City of Parksville.

ALTERNATIVES

1. That the Board request an amendment to the RDN's letter patent to change the voting unit to 2,750.

Amending the RDN's voting unit to 2,750 keeps the composition on the Board as close to the current composition as possible (see chart below). The Ministry has advised that all voting units are divisible by 250 so, while a voting unit of 2,700 results in identical voting strength and Director representation, such a request would not be accepted by the Ministry.

2. That the Board request an amendment to the RDN's letter patent to change the voting unit to 3,000.

Amending the RDN's voting unit to 3,000 keeps the number of Directors at its current level and potentially keeps the number of Directors consistent for the next census as well.

3. That the Board request an amendment to the RDN's letter patent to change the voting unit to 3,250.

Amending the voting unit to 3,250 reduces the size of the Board and results in cost savings as outlined in Financial Implications below.

4. That the Board receive the report for information only and leave the voting unit at 2,500.

Leaving the voting unit at 2,500 results in two additional Directors on the RDN Board. The financial implications are outlined below. However, there are additional logistical challenges that could result from this change.

The Board has, under their protocol agreement with the Qualicum First Nation, extended an invitation for a representative to attend RDN Board meetings as a participating non-voting member of the Board. With two additional Board members, all 19 seats at the main Board table would be filled and additional seating would be required

Voting Unit		2,750		3,000		3,250	
Jurisdiction	Population - 2016 Census Adjusted	Number of Directors	Voting Strength	Number of Directors	Voting Strength	Number of Directors	Voting Strength
Nanaimo	90,504	7	33	7	31	6	28
Parksville	12,514	1	5	1	5	1	4
Lantzville	3,605	1	2	1	2	1	2
Qualicum Beach	8,943	1	4	1	3	1	3
EA A*	7,429	1	3	1	3	1	3
EA B	4,033	1	2	1	2	1	2
EA C*	3,168	1	2	1	2	1	1
EA E*	6,355	1	3	1	3	1	2
EA F	7,724	1	3	1	3	1	3
EA G	7,465	1	3	1	3	1	3
EA H*	3,958	1	2	1	2	1	2
Total	155,698	17	62	17	59	16	53

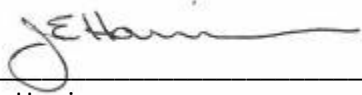
*Population includes people residing on Indian Reserves

FINANCIAL IMPLICATIONS

1. Amending the voting unit to 2,750 has no financial implications.
2. Amending the voting unit to 3,000 has no financial implications.
3. Amending the voting unit to 3,250 results in one less Director on the RDN Board for an annual savings of approximately \$14,248 (\$13,688 –remuneration, \$560 – mileage / expenses) based on the current Directors’ remuneration bylaw.
4. Leaving the voting unit at 2,500 results in an annual increase to the RDN budget of approximately \$28,500 in Directors’ remuneration, mileage and expenses based on the current Directors’ remuneration bylaw.

STRATEGIC PLAN IMPLICATIONS

Review of the RDN's voting unit is consistent with the Strategic Priority "Focus on Governance – We will review our Board composition as our community changes and grows".



Joan Harrison
jharrison@rdn.bc.ca
March 20, 2017

Reviewed by:

- P. Carlyle, Chief Administrative Officer

TO: Regional District of Nanaimo
Committee of the Whole

MEETING: April 11, 2017

FROM: Tyler Brown
Intergovernmental Liaison

SUBJECT: Qualicum First Nation/Regional District of Nanaimo Collaboration Protocol Update

RECOMMENDATION

That the Regional District of Nanaimo submit a grant application to the Union of British Columbia Municipalities to support community-to-community activities with Qualicum First Nation.

SUMMARY

In accordance with the 2016 Cooperation Protocol between the Regional District of Nanaimo and Qualicum First Nation, the Working Group has been creating a 2017 Action Plan. The Action Plan is currently evolving and once finalized, will be presented to both Qualicum First Nation Chief and Council and the Regional District of Nanaimo Board of Directors for endorsement. To support the Working Group meetings and the larger meeting between the two governments, it is recommended that a grant application be submitted to the Union of British Columbia Municipalities community-to-community (C2C) program.

BACKGROUND

The Cooperation Protocol between the Regional District of Nanaimo (RDN) and Qualicum First Nation (QFN) was officially signed on July 26, 2016. Since then, a Working Group, comprised of Chairperson Veenhof and Director Westbroek for the RDN and Chief Recalma and Councillor Kennedy for QFN, have met several times to develop a 2017 Action Plan (Attachment 1 – Draft Qualicum First Nation/Regional District of Nanaimo Action Plan). The Action Plan is based on priorities identified in the appendix of the Cooperation Protocol and establishes project managers or champions, and sets timelines for the completion of tasks (Attachment 1 – Draft 2017 Qualicum First Nation/Regional District of Nanaimo Action Plan). Once the Action Plan is finalized, it will be presented to both Qualicum First Nation Chief and Council and the Regional District of Nanaimo Board of Directors for endorsement. The Working Group is next scheduled to meet on May 10, 2017.

To assist with funding meetings between Qualicum First Nation and the Regional District of Nanaimo in 2016 fiscal year (ending March 31, 2017), Qualicum First Nation submitted an application and successfully received funding from the Union of British Columbia Municipalities (UBCM) C2C program. The maximum grant is \$5,000 and the applicant is required to provide fifty percent (50%) of the total eligible costs for the forum in cash or in-kind contributions. The UBCM is accepting new applications for the 2017 fiscal year. The Working Group has recommended that the RDN make an application to the UBCM for C2C funding to assist with funding Working Group meetings and any meetings between the RDN Board and Qualicum First Nation Chief and Council in 2017.

ALTERNATIVES

1. Submit a grant application to the Union of British Columbia Municipalities to support community-to-community activities with Qualicum First Nation.
2. Provide alternative direction to staff.

FINANCIAL IMPLICATIONS

If approval is received from UBCM, the C2C funding would cover 50% of the expenses, to a maximum of \$5,000, associated with Working Group meetings and the meeting between the RDN Board and Qualicum First Nation Chief and Council. Other costs associated with the meetings are accounted for in the 2017 budget.

STRATEGIC PLAN IMPLICATIONS

The Working Group meetings are consistent with the RDN strategic focus area of focusing on relationships as the meetings support collaboration with another branch of government and integrates First Nations in future planning and service delivery.



Tyler Brown
tbrown@rdn.bc.ca
March 23, 2016

Reviewed by:

- P. Thompson, Acting General Manager, Strategic and Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Draft Qualicum First Nation/Regional District of Nanaimo Action Plan

Attachment 1
Draft Qualicum First Nation/Regional District of Nanaimo Action Plan

Priority Action	Accountability	Timeline
<p>Truth and Reconciliation and Indigenous History/Cultural teachings in RDN recreation programs:</p> <ul style="list-style-type: none"> • RDN Staff to develop program • QFN to review RDN program <p>Action 1: First Priority: Focus on leadership training directed to teens/young adults, who will be working with the children in the summer camps, with emphasis on truth and reconciliation.</p> <p>There are Culture Kits with 8 different packages that focus on FN culture and traditions. Each package has a theme. Directed to pre-schools, daycares, etc.</p> <p>Action 2: RDN recreation program leaders received cultural sensitivity training in 2016 by Carrie Reid (SD69 employee and QFN member). QFN would like to see this expanded to include more history/cultural teachings in line with the Truth and Reconciliation (TRC) calls-to-action.</p> <p>Ask SD how they incorporate ideas like TRC into their curriculum. Teunis suggested contacting Jodi Waters at Arrowview, he has met with their grade 3 class.</p> <p>Find out what the SD is doing and see if there is any material that can be shared</p> <p>NOTE: Future conversation about taking the training to broader audience possibly including staff and Board, after evaluation of first steps. Target 2018.</p>	<p>RDN Recreation Department</p> <p>Action 1 - Recreation Program: Champion: Bill Veenhof</p> <p>Program Contact: Tom Osborne</p> <p>Action 2 - SD Pilot: Champion: Teunis</p> <p>Program Contact: Jodi Waters</p>	<p>Action 1: Implement by summer of 2017 (recreation program)</p> <p>Action 2: Implement in 2017-18 school year (SD pilot)</p>

Priority Action	Accountability	Timeline
<p>Solid waste pick-up to reserve households:</p> <ul style="list-style-type: none"> • RDN staff to provide preliminary per household expense quote on solid waste pick-up for reserve households • RDN Staff to assist QFN in reviewing their current solid waste contract and determine if they are receiving the MMBC discount/kick-back. Is there funding available to QFN from MMBC? 	<p>RDN Solid Waste Department and QFN Representatives</p> <p>Champion: Bill Veenhof</p> <p>Key Contact RDN: Larry Gardner</p>	<p>Provide data and information regarding costs and existing contracts. Exchange info by end of Feb 2017. Provide estimate by end of Apr 2017.</p>
<p>Liquid Waste management: Action 1: Explore whether federal year end funding is available from INAC this year for a study and design of a sewer system for the QFN reserve, with objective to partner with RDN on a project that would include adjacent RDN land.</p> <p>Federal funding available for infrastructure projects up to 50%, BC up to 30% leaving rest for municipality. Projects that involve FN will be given priority. Projects that are shovel ready are priority.</p> <p>Action 2: How to best go after funding for a joint project? This may be a useful exercise in itself.</p> <p>Prepare a concept paper to do a joint study to manage liquid waste management.</p> <ul style="list-style-type: none"> • Bring idea of concept paper forward to RDN Board • Joint presentation of concept paper to INAC (Chief and Bill) • Bring forward to Province for feasibility funding 	<p>QFN – explore if any funding available remaining in FY 16-17. NOTE: Answer from INAC is no funding remaining this year.</p> <p>Champion: Geoff Garbutt</p> <p>RDN Contacts: Randy Alexander and Wendy Idema</p> <p>Champion: Bill Veenhof</p> <p>QFN Contact: Michael Recalma</p>	<p>Action 1: Done.</p> <p>Action 2: Geoff to report back at next Working Group meeting</p> <p>Action: Bring to RDN April Board meeting. Need info from QFN within 1.5 weeks.</p>

Priority Action	Accountability	Timeline
<p>Horne Lake Trail:</p> <ul style="list-style-type: none"> • 12 km of trail connecting Horne Lake from Qualicum Bay to Port Alberni. • Trail is ancient. RDN agreed to fund a survey of the trail to get project scope. Trail may be used to celebrate FN heritage. • QFN to be consulted on the trail and potential cultural educational signage • RDN received funding through BC Rural Dividend Program, now doing survey • Objective is to create a BC Heritage Trail 	<p>RDN Parks Department</p> <p>Champion: Bill Veenhof</p> <p>Key Contact: Tom Osborne</p>	<p>Action: Status report back at next meeting of Working Group</p>
<p>LiDAR Data:</p> <p>RDN to provide LIDAR data to QFN.</p> <ul style="list-style-type: none"> • LIDAR data was gathered as part of the Electoral Area 'H' OCP review for determining the flooding potential of coastal lands • QFN experiences flooding issues and data would be useful for sewer and storm water management purposes • Data sharing exercise • RDN has meta data, analysis then mapping is on-going 	<p>RDN Planning Department</p> <p>Key Contact: Geoff Garbutt</p> <p>Key Contact: Luke Sales</p>	<p>Spring/Summer 2017</p> <p>*Tyler to report back to working group on when the data is available for use by QFN</p>
<p>Transit Service:</p> <p>Information on increased conventional transit service to the QFN reserve.</p> <ul style="list-style-type: none"> • Five day a week service will be provided to the QFN reserve starting September 2017 • A request was submitted by RDN to provide service from Tues-Saturday, instead of only weekdays • Information should be provided in advance to QFN members about the increased service, service times and connection options 	<p>RDN Transit Department</p> <p>Champion: Bill Veenhof</p> <p>Key Contact: Daniel Pierce</p>	<p>Service expansion is completed.</p> <p>Information sharing on the route and schedule to be provided.</p>

Priority Action	Accountability	Timeline
<p>Qualicum Beach land: Qualicum Beach has land inside its urban containment boundary that may be considered for future land claim.</p> <p>Interested in hearing views from QFN on how they would like to see this land developed.</p> <p>In support of FN developing this land for residential use.</p> <p>Now up to government and FN's to determine next steps.</p>		
<p>Update on OCP: Status report on OCP, expect to complete draft report in March 2017 RDN will meet with QFN Council to brief on draft report and identify any interests or concerns</p>	<p>RDN Planning Dept</p> <p>Champion: Bill Veenhof</p> <p>Key contact: Geoff Garbutt</p>	<p>Draft report to be completed in April. QFN to be briefed when draft report is completed</p>
<p>Tribal Journey: QFN will host the Tribal Journey on August 3, 2017 QFN seeking volunteers and donations</p>	<p>QFN</p> <p>Champion: Donna Kennedy</p>	<p>Next WG meeting on May 10 will review progress in planning</p>

TO: Committee of the Whole **MEETING:** April 11, 2017
FROM: Joan Michel **FILE:**
Parks and Trails Coordinator
SUBJECT: Horses on the Coombs to Parksville Rail Trail

RECOMMENDATION

That horses be prohibited from the Coombs to Parksville Rail Trail and staff continue to pursue equestrian parking in relation to equestrian use of Highway 4A Crown Woodlot.

SUMMARY

Since the Coombs to Parksville Rail Trail was opened for use in late December 2016, non-equestrian users have appealed to the RDN Parks Division to ban horses from the new trail. These users have raised concerns about the impact of horse hooves on the gravel surface, horse droppings, and reluctance to share this trail with the large animals.

To accommodate the majority of users of this active transportation corridor and ensure a successful tourism product for visitors that can be maintained effectively, it is recommended that horses be prohibited from the new Rail Trail. The particular interests of the equestrian community are being pursued through continuing efforts to create horse trailer parking and access to the large Crown Woodlot off Highway 4A.

BACKGROUND

The 7 km long 3 m wide Coombs to Parksville Rail Trail opened on December 23, 2016, with final development to be completed in the spring of 2017. By the end of February, almost 50 non-equestrian trail users had emailed feedback. Most users praised the trail and thanked the RDN for building it. However, two-thirds of the pedestrians, runners, cyclists and medi-scooter users who wrote in said clearly that (i) the impact of horse hooves is ruining the gravel surface, creating a hazard and deterring use; (ii) horse droppings on the trail are unacceptable; and (iii) they are afraid of sharing the trail with large and unpredictable animals. A number of people asked why the trail was not paved.

The Parksville end of the Rail Trail begins at Springwood Park. After the Rail Trail opened for use in late December, equestrians began taking horse trailers to Springwood in order to get onto the Rail Trail. The City received complaints about the horses and horse droppings and declared a prohibition against horses at Springwood in mid-January 2017. This eliminated the only horse trailer parking lot associated with the Rail Trail and effectively limits equestrians access to those living close to the trail.

In response to the complaints the RDN received from other users, the local equestrian club tried educating the greater equestrian community about the importance of effective horse dropping removal and restraining the speed of horses while on the Rail Trail. Compliance has been difficult to achieve however. Two-thirds of feedback received by the RDN continues to be about horses and why people do not want them on the trail.

The Coombs to Parksville Rail Trail is a regional active transportation corridor intended to move a large volume of residents and visitors between Parksville and Coombs. Although designed as multi-use, it was assumed that the large volume of non-equestrian users including many dog walkers would effectively discourage equestrians from the Rail Trail. For the few who were not discouraged, particularly local equestrians, it was expected that their impact on the trail and other users could be managed. Aside from cost, estimated at \$700,000, paving was not considered because the Agricultural Land Commission prohibits non-permeable trail surfacing.

The new Rail Trail is still drying out and settling after a wet autumn and cold winter. This has exacerbated the impact a small number of horses are having on the trail surface. The Rail Trail contractor will return to the trail in March 2017 to complete outstanding works delayed because of weather and address identified deficiencies. A final assessment of the state of trail gravels and surface condition will be made in early April, with reference to compaction standards specified in the Rail Trail construction contract. A 'grate and roll' of the entire trail will be undertaken to clean-up after the initial trail use period.

Development of the 7 km Rail Trail involved importing a large amount of fill, rock and gravel to create a raised course through the drainage corridor running alongside the rail. It will take time for the materials to settle and compact, and perhaps years yet to achieve target compaction. Regardless of when a firm surface is achieved though, non-equestrian users are clear: they do not want to share the trail with large and possibly unpredictable animals.

To manage shared use of the Rail Trail as structured, it would be necessary to separate the users. The 3 m wide trail could be split into two lanes, with a 1 m wide lane for equestrians and a 2 m wide lane for everyone else. Lanes could be demarcated by use of flexible delineators or a string of concrete wheel stops. Additional signage and enforcement would be required to manage use of the divided trail. Maintaining two lanes at the controlled public and private road crossings would be difficult to achieve, and it will not be possible to create two lanes through the narrow Hwy 19 underpass. Without a doubt, reducing the Rail Trail width from 3 m to 2 m for all walkers, runners, cyclists and wheelchair/mediscooter users would diminish their trail experience and introduce crowding.

RDN Parks and Planning staff have been working on an amenity contribution related to the rezoning of a large industrial property abutting the north side of the E&N across from the Rail Trail. This development located about half way between Coombs and Parksville could produce community parkland that includes horse trailer parking and access to the large Highway 4A Crown Woodlot. The Crown Woodlot is a key destination for local equestrians. As the Central Vancouver Island Chapter of the BC Backcountry Horsemen emphasized in its presentation to the Regional Board January 24, 2017, securing horse trailer parking and hence meaningful access to scarce Crown lands is a high priority for Island equestrians.

As an alternative to trying to make shared use of the Rail Trail work, a separate trail for equestrian use could be considered on the north side of the rail corridor under the community park function. Applicable design guidelines would still require development of a substantial trail product of at least 2 m in width. To avoid costly road crossings, the trail could be limited to the corridor between Virginia Road and the driveway into the Crown Woodlot.

The RDN manages over 70 km of regional trail including the Coombs to Parksville Rail Trail. It is all multi-use with the exception of 2.5 km of the Lighthouse Country Regional Trail developed specifically to serve accessible users. Multi-use is the desired standard for regional trail. As the RDN pursues full development of the multi-use Morden Colliery Regional Trail, a trail long popular with equestrians, a

two-track approach can be taken to resolve the difficulty of meeting user groups' different trail experience expectations. One track can be designed and maintained to suit equestrians, and the other track to suit those who are not interested in sharing trail with horses.

ALTERNATIVES

1. That horses be prohibited from the Coombs to Parksville Rail Trail, and staff continue to pursue equestrian parking in relation to equestrian use of Highway 4A Crown Woodlot.
2. That detailed design and costs be obtained to divide the Coombs to Parksville Rail Trail into two lanes to separate equestrians from other users.
3. That alternative direction be provided.

FINANCIAL IMPLICATIONS

Assuming no horses, surface maintenance of the Coombs to Parksville Rail Trail will include a 'grate and roll' every spring to groom the trail and ensure good condition for the high use summer season. The cost, estimated at \$5,000, will be covered under the Regional Parks maintenance budget. Every 10-15 years, it is expected that the surfacing gravel will need to be reapplied, and \$150,000 for this task has been budgeted for in long-term capital plans.

Calculation of the initial cost of dividing the trail into two lanes will require additional time and resources. Placement of lane dividers for the 7 km trail could be installed for around \$25,000. However, the introduction of lanes to this highly engineered trail course would require some redesign and the impact on controlled crossings and the many drainage structures could be substantial. The annual cost of trail maintenance would rise substantially insofar as access to the trail and its structures would be impeded, and trail sides would become subject to much increased and unforeseen user impact as passage is directed away from the centre of the trail, particularly in the horse lane.

In the presence of horses and at least for the next five years, surface condition standards could be relaxed, however this would contribute to reduced use by others. It is likely the frequency with which the trail will need resurfacing would increase. The cost of managing a Rail Trail that includes horses may best be measured in terms of foregone tourism development, diminished regular use by the majority of the community and possible cessation of use by the accessible community. To continue with a multi-use approach to the Coombs to Parksville Rail Trail will result in an under-used asset and failed active transportation corridor.

STRATEGIC PLAN IMPLICATIONS

The primary reason visitors come to Vancouver Island is to enjoy the outdoors, and demand for places to walk, cycle and run is high. Residents of the RDN support healthy lifestyles and seek the ability to stretch out on a relaxing and safe walk, cycle or run without having to tangle with vehicles. The Coombs to Parksville Rail Trail provides the RDN with an active transportation corridor and recreational amenity that will power tourism growth and provide a daily exercise course for residents that all can achieve and enjoy.

The continuing operation and use of the Coombs to Parksville Rail Trail supports the RDN Board Strategic Plan by recognizing community mobility and recreational amenities as core services, advocating for active transportation, and recognizing eco-tourism as a key economic opportunity for the region.



Joan Michel
jmichel@rdn.bc.ca
March 15, 2017

Reviewed by:

- M. Dobbs, Superintendent of Parks Operations and Capital Projects
- W. Marshall, Manager of Parks Services
- T. Osborne, General Manager of Recreation and Parks Services
- P. Carlyle, Chief Administrative Officer

TO: Committee of the Whole
MEETING: April 11, 2017

FROM: Deb Churko
Engineering Technologist
FILE: 5500-22-NBP-01

SUBJECT: Bylaw Nos. 1049.09 and 867.08- Nanoose Bay Peninsula Water Service Area Expansion, Electoral Area 'E'

RECOMMENDATIONS

1. That the Board give three readings to "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017".
2. That the Board give three readings to "Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017".

SUMMARY

The owners of 2083 Hathaway Road (the 'Subject Property'), located in the Wall Beach neighbourhood of Electoral Area 'E' (EA 'E') have petitioned the Regional District of Nanaimo (RDN) to join the Nanoose Bay Peninsula Water Service Area (NBPWSA) and the Nanoose Bay Bulk Water Supply Local Service Area (NBBWLSA). This requires an amendment to both service area boundaries. Two attempts to secure drinking water with on-site groundwater wells have been unsuccessful, therefore amending the service area boundaries is justified based on health and environmental concerns. If approved, all costs required to service the Subject Property will be paid by the owners. Once construction is complete, ownership of the infrastructure will be transferred to the RDN through a legal transfer agreement.

BACKGROUND

The Subject Property is a vacant, undeveloped parcel in the Wall Beach neighbourhood of EA 'E', located at 2038 Hathaway Road (see Attachment 1: Location Plan). The owners of the Subject Property plan to construct a single-family residential dwelling on the parcel. To determine the availability of drinking water for the proposed development, the owners have drilled two on-site groundwater wells. A hydrogeologist's report provided to the RDN on behalf of the owners states that both wells were low-yield and high risk of saltwater intrusion. This is consistent with information compiled through RDN Drinking Water/ Watershed Protection Program. The owners of the Subject Property have petitioned the RDN to join the NBPWSA in order to secure drinking water for the proposed residence.

The *Nanoose Bay Official Community Plan Bylaw No. 1400, 2005* does not support the expansion of existing service areas outside of the Urban Containment Boundary (UCB) except to address health or environmental concerns. The Wall Beach neighbourhood is not located within a designated UCB, however the low productivity of the wells drilled on the Subject Property and the high risk of saltwater intrusion represent the health and environmental justification necessary for inclusion in the NBPWSA. To ensure the addition of the Subject Property to the NBPWSA places no increased burden on the available water supply, the owners have secured an allocation from excess water supplied to the RDN by Maz-Can Investments Ltd.

Incorporating the Subject Property in the NBPWSA requires an amendment to the service area boundary as established in the *Nanoose Bay Peninsula Water Service Area Amalgamation Amendment Bylaw No. 867.01, 2005*. Including the Subject Property in the NBPWSA also requires that it be brought into the Nanoose Bay Bulk Water Supply Local Service Area (NBBWLSA). The following amendment bylaws to include the Subject Property in these service areas are attached to this report for consideration:

- *Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017*, and
- *Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017*.

A Capital Charge amount of \$2,346 is payable as a condition of joining NBBWLSA pursuant to *Nanoose Bay Bulk Water Supply Local Service Area Capital Improvement Charge Bylaw No. 1323, 2002*.

A 150mm diameter (6-inch) water main is located at the corner of Hathaway Road and Seahaven Road. The owners have agreed to extend this infrastructure at their expense in order to service the Subject Property. Extension of the water main will be subject to the preparation of engineering drawings at the owners' expense; review and acceptance by the RDN Project Engineer for Water Services; construction supervision; and submission of as-built drawings.

If the Subject Property is not included in the service areas, the property owners will be required to locate an alternative water supply.

ALTERNATIVES

1. Amend the boundaries of the Nanoose Bay Peninsula Water Service Area and the Nanoose Bay Bulk Water Service Area to include 2038 Hathaway Road in these service areas.
2. Do not amend the boundaries of the Nanoose Bay Peninsula Water Service Area or the Nanoose Bay Bulk Water Service Area to include 2038 Hathaway Road in these service areas.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

If the Subject Property is approved for inclusion, the water main extension and related infrastructure to be paid for by the owners will become an RDN asset through a legal transfer agreement. In addition, by adding this property to both service areas without increasing administration, operation and maintenance costs, the overall efficiency of the service areas is improved.

A \$300 Boundary Amendment Fee is payable pursuant to *Regional District of Nanaimo Planning Services Fees and Charges Bylaw No. 1259, 2002*. This fee has already been paid by the owners of the Subject Property. The owners have also paid the \$2,346 Capital Charge pursuant to *Nanoose Bay Bulk Water Supply Local Service Area Capital Improvement Charge Bylaw No. 1323, 2002*. The Boundary Amendment Fee is non-refundable, but the Capital Charge can be refunded if the bylaws are not amended.

STRATEGIC PLAN IMPLICATIONS

Including the Subject Property in the NBPWSA and NBBWLSA advances the following Board Strategic Priorities under the Key Focus Area of *Service and Organizational Excellence*:

- We will fund infrastructure in support of our core services employing an asset management focus.
- As we invest in regional services we look at both costs and benefits. – The RDN will be effective and efficient.

The provision of water is a core service provided by the RDN. The addition of one property in the NBPWSA will result in better quality water for this property when compared to groundwater wells, and will increase the efficiency with which the service is delivered by sharing the same costs for operations and maintenance over a greater number of parcels.



Deb Churko
dchurko@rdn.bc.ca
March 14, 2017

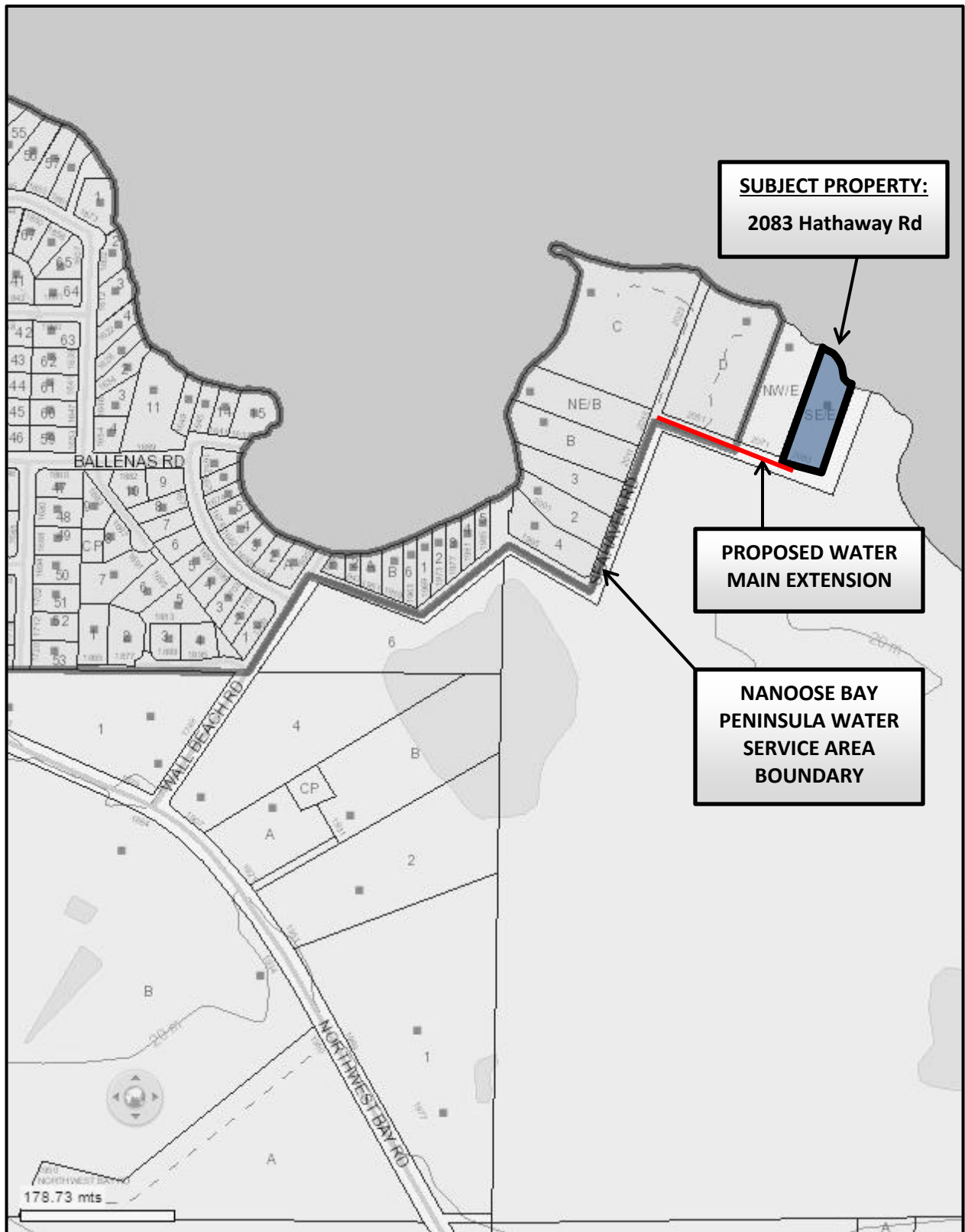
Reviewed by:

- C. Midgley, Manager, Water Services & Asset Mgmt.
- R. Alexander, General Manager, Regional & Community Utilities
- P. Carlyle, Chief Administrative Officer

Attachments

1. Location Plan
2. Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017
3. Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017

Attachment 1: Location Plan



Attachment 2: Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 867.08

**A BYLAW TO AMEND THE BOUNDARIES OF THE
NANOOSE BAY PENINSULA WATER SERVICE AREA**

WHEREAS the Regional District of Nanaimo established the Nanoose Bay Peninsula Water Service pursuant to Bylaw No. 867, cited as "Nanoose Bay Peninsula Water Service Area Bylaw No. 867, 2005";

AND WHEREAS the Board of the Regional District of Nanaimo wishes to extend the boundaries of the service area to include the land shown outlined in black on Schedule 'A' of this bylaw and legally described as:

- THAT PART OF LOT E, DISTRICT LOT 51, NANOOSE DISTRICT, PLAN 7705, LYING TO THE SOUTH EAST OF A BOUNDARY BEARING NORTH 19 DEGREES, 45 MINTUES EAST FROM A POINT ON THE SOUTH WESTERLY BOUNDARY OF SAID LOT E DISTANT 170 FEET FROM THE MOST SOUTHERLY CORNER OF SAID LOT E;

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

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

1. Amendment

"Nanoose Bay Peninsula Water Service Area Bylaw No. 867, 2005" is amended as follows:

- a) By amending Schedule 'A' of Bylaw No. 867 to add the lands outlined in black on Schedule 'A' attached to this bylaw.

2. Citation

This bylaw may be cited for all purposes as "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017".

Introduced and read three times this ___ day of _____, 2017.

Adopted this ___ day of _____, 2017.

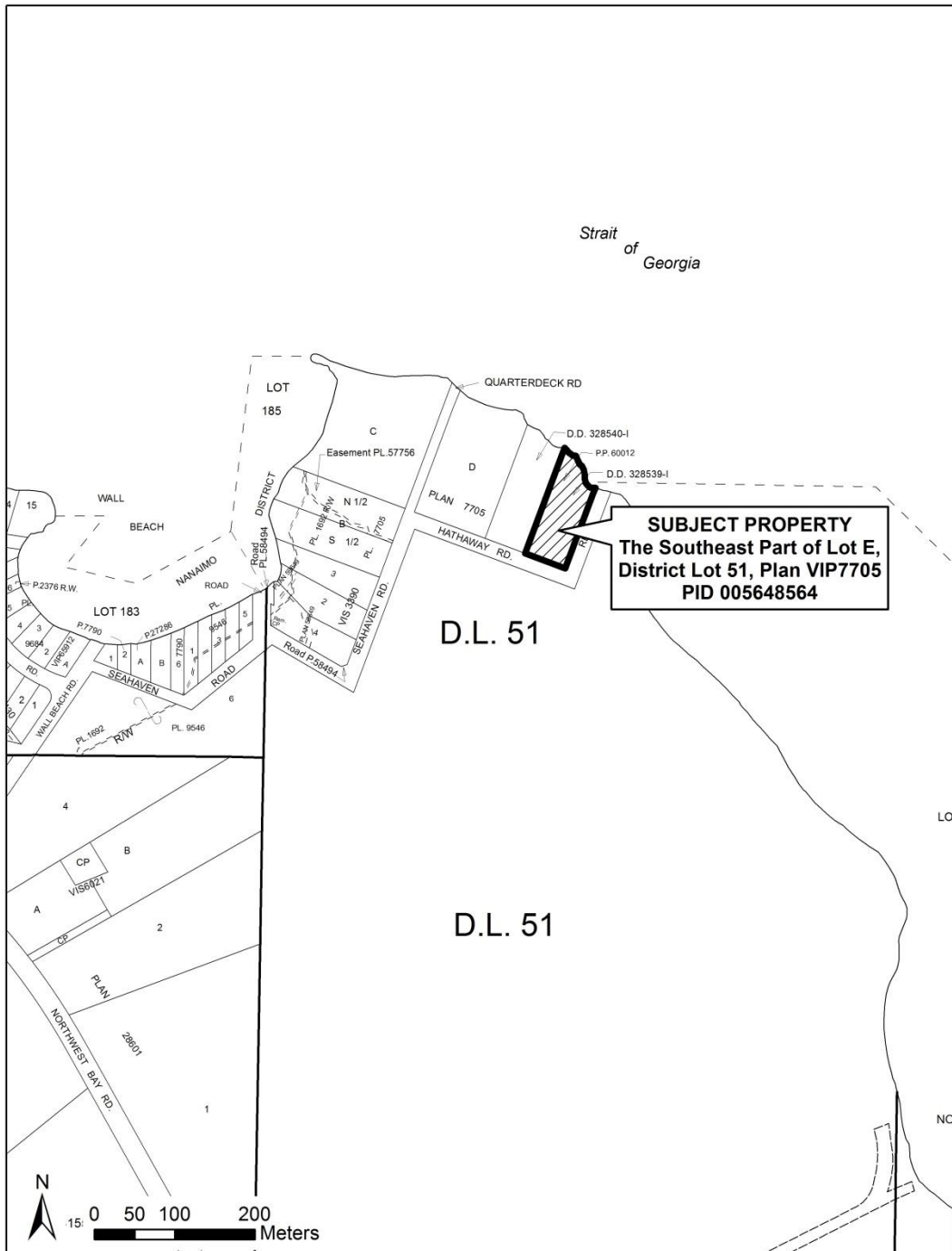
CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.08, 2017"

Chairperson

Corporate Officer



Attachment 3: Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.08, 2017

REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1049.09
A BYLAW TO AMEND THE BOUNDARIES
OF THE NANOOSE BAY BULK WATER SUPPLY
LOCAL SERVICE AREA

WHEREAS the Regional District of Nanaimo established the Nanoose Bay Bulk Water Supply Service pursuant to Bylaw No. 1049, cited as "Nanoose Bay Bulk Water Supply Local Service Area Establishment Bylaw No. 1049, 1996";

AND WHEREAS the Board of the Regional District of Nanaimo wishes to extend the boundaries of the service area to include the lands shown outlined in black on Schedule 'A' of this bylaw and legally described as:

- THAT PART OF LOT E, DISTRICT LOT 51, NANOOSE DISTRICT, PLAN 7705, LYING TO THE SOUTH EAST OF A BOUNDARY BEARING NORTH 19 DEGREES, 45 MINTUES EAST FROM A POINT ON THE SOUTH WESTERLY BOUNDARY OF SAID LOT E DISTANT 170 FEET FROM THE MOST SOUTHERLY CORNER OF SAID LOT E;

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

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

1. Amendment

"Nanoose Bay Bulk Water Supply Local Service Area Establishment Bylaw No. 1049, 1996" is amended as follows:

- a) By amending Schedule 'A' of Bylaw No. 1049 to add the lands outlined in black on Schedule 'A' attached to this bylaw.

2. Citation

This bylaw may be cited for all purposes as "Nanoose Bay Bulk Water Supply Local Service Area Amendment Bylaw No. 1049.09, 2017".

Introduced and read three times this this ____ day of _____, 2017.

Adopted this ____ day of _____, 2017.

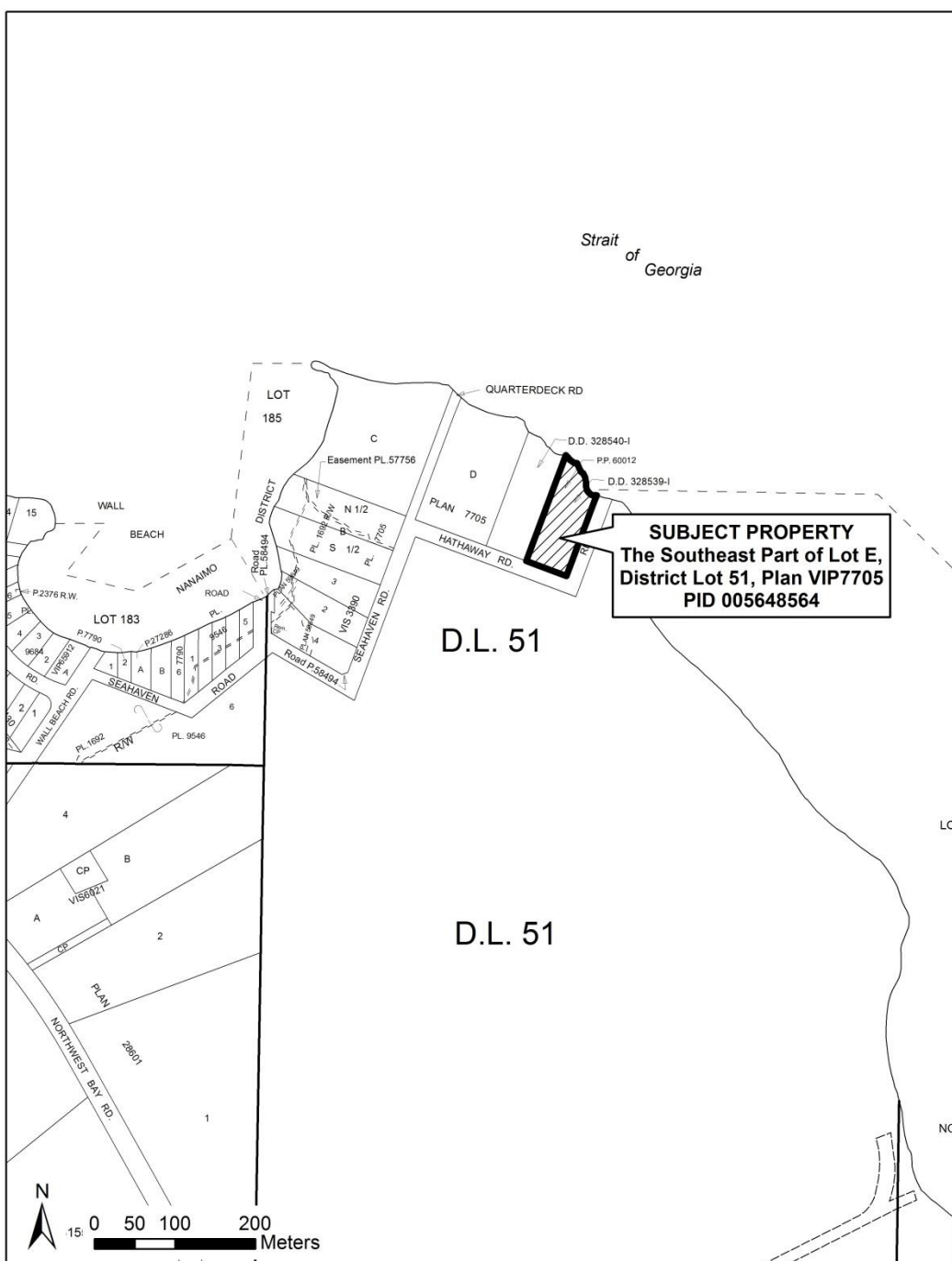
CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "Nanoose Bay Bulk Water Supply
 Local Service Area Amendment Bylaw No. 1049.09, 2017"

Chairperson

Corporate Officer





TO:	Committee of the Whole	MEETING:	April 11, 2017
FROM:	Sean De Pol Manager, Wastewater Services	FILE:	3150-01
SUBJECT:	Northern and Southern Communities Wastewater Development Cost Charges		

RECOMMENDATIONS

1. That the Board give third reading to "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No.1442.03, 2016";
2. That the Board give third reading to "Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016"; and,
3. That Bylaw Nos. 1442.03, 2016 and 1547.01, 2016 be forwarded to the Inspector of Municipalities for approval following third reading.

SUMMARY

Development Cost Charges (DCCs) are a key tool used by local governments in long-term asset management and capital project planning. The French Creek Pollution Control Centre and Greater Nanaimo Pollution Control Centre require several capital expansion projects in the coming years, and staff have carried out an extensive review of the Southern and Northern Communities Sewer Service Area DCC programs to ensure the programs reflect these anticipated capital projects. The bylaw review process and methodologies used to develop the amended rates follow the best practices set out in the Provincial *Development Cost Charges Best Practices Guide*.

The review involved staff from the Town of Qualicum Beach, City of Parksville, District of Lantzville and City of Nanaimo, as well as presentations to each Municipal Council in October 2016. A subsequent consultation process provided an opportunity for members of the development community and the public to comment on the proposed amendments. The DCC rates and bylaw language as proposed in the November 22, 2016 report to the Committee of the Whole remain unchanged, as no comments were received during the consultation process to warrant updates or amendments. Accordingly, staff recommend that Bylaw Nos. 1422.03, 2016 and 1547.01, 2016 be given third reading and forwarded to the Inspector of Municipalities for approval.

BACKGROUND

The Board gave Northern Communities DCCs Bylaw No. 1422.03, 2016 and Southern Communities DCCs Bylaw No. 1547.01, 2016 first and second reading on November 22, 2016 and the bylaws proceeded to public consultation prior to third reading. Public consultation was conducted separately for the Northern and Southern Community Sewer Service Areas.

Northern Communities Consultation

A public information meeting regarding “Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016” was held March 2, 2017 at the Parksville Community and Conference Centre. Notice of the meeting was sent to the local development community, including construction and business associations, chambers of commerce, land surveyors and public sector developers, as well as local community groups and neighbourhood associations. The meeting was also advertised in the local newspaper and posted on the RDN website. No comments regarding Bylaw No. 1442.03, 2016 were received following the posting of the notices or during the March 2 meeting to warrant additional review of the proposed amendments.

In addition to the public meeting, a presentation on Bylaw No. 1442.03, 2016 was scheduled by request for the Oceanside Development and Construction Association’s Board of Directors. This presentation was held March 15, 2017 at the Timberlake-Jones Engineering office in Parksville. Comments voiced during the meeting regarding the proposed amendments were clarified and addressed. No comments or concerns were received during the presentation to warrant additional review or consultation on the proposed amendments.

Southern Communities Consultation

A public information meeting regarding “Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016” was held March 1, 2017 in the RDN Board Chambers. Notice of the meeting was sent to the local development community, including construction and business associations, chambers of commerce, land surveyors and public sector developers, as well as local community groups and neighbourhood associations. The meeting was also advertised in the local newspaper and posted on the RDN website. No comments regarding Bylaw No. 1547.01, 2016 were received following the posting of the notices or during the March 1 meeting to warrant additional review of the proposed amendments.

Public consultation as directed by the Board is now complete and no additional review or amendments to the proposed amendment bylaws were found to be required. Northern Communities DCCs amendment Bylaw No. 1422.03, 2016 and Southern Communities DCCs amendment Bylaw No. 1547.01, 2016 are attached and are ready to receive third reading, after which they will be forwarded to the Inspector of Municipalities for approval.

ALTERNATIVES

1. Give third reading to Bylaw Nos. 1442.03, 2016 and 1547.01, 2016 and forward them to the Inspector of Municipalities for approval.
2. Do not approve Bylaw Nos. 1442.03, 2016 and 1547.01, 2016 in their current form and direct staff to make amendments prior to third reading.

FINANCIAL IMPLICATIONS

There are no changes to the financial implications as outlined in the initial report to the Committee of the Whole dated November 22, 2016. The proposed DCC rates are contained within the respective Schedules “A” of Bylaw Nos. 1442.03, 2016 and 1547.01, 2016.

STRATEGIC PLAN IMPLICATIONS

The proposed Northern and Southern Communities wastewater DCC bylaw amendments support the key focus area of service excellence by funding core capital upgrades with a long-term asset management approach and reduce financial burden on taxpayers by allocating expansion costs to those who are increasing pressure on wastewater infrastructure.

LIQUID WASTE MANAGEMENT PLAN IMPLICATIONS

Preparing for growth, including the collection of DCCs, is a priority identified in the RDN's 2014 Liquid Waste Management Plan (LWMP). Revising the DCC Bylaw Nos. 1442 and 1547 for the FCPC and GNPCC will achieve this LWMP commitment. The LWMP further identifies that the RDN will review the DCC plan every year and to revise the bylaws where necessary to fund anticipated projects.



Sean De Pol
sdepol@rdn.bc.ca
March 21, 2017

Reviewed by:

- R. Alexander, General Manager, Regional and Community Utilities
- P. Carlyle, Chief Administrative Officer

Attachments

1. Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016
2. Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016

ATTACHMENT 1

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1442.03

**A BYLAW TO AMEND THE DEVELOPMENT COST
CHARGES WITHIN THE NORTHERN COMMUNITY
SEWER SERVICE AREA**

WHEREAS the Regional District of Nanaimo adopted “Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442, 2005”;

AND WHEREAS the Board wishes to amend the development cost charges for the collection, conveyance, treatment, and disposal of wastewater works and services at the French Creek Pollution Control Centre;

AND WHEREAS the Board wishes to amend the boundaries within which development cost charges shall be imposed;

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

1. Schedule ‘A’ to Bylaw 1442 is hereby repealed and Schedule ‘A’ attached to and forming part of this Bylaw is substituted therefore;
2. Schedule ‘B’ to Bylaw 1442 is hereby repealed and Schedule ‘B’ attached to and forming part of this Bylaw is substituted therefore.

This Bylaw may be cited for all purposes as “Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016”.

Introduced for first and second readings this 6th day of December, 2016.

Read a third time this ____ day of _____, ____.

Received the Approval of the Inspector of Municipalities this ____ day of _____, ____.

Adopted this ____ day of _____, ____.

Schedule 'A' to accompany "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016".

CHAIRPERSON

CORPORATE OFFICER

SCHEDULE 'A'

Development Cost Charges for Wastewater Treatment/Sanitary Sewer Works and Services

1. Pursuant to Section 2 of Bylaw No. 1442 and subsequent amendments, development cost charges shall be levied in those areas that will be serviced by wastewater treatment/sanitary sewerage works and services as outlined on the map in Schedule 'B'.
2. The assist factor for wastewater treatment/sanitary sewerage works and services shall be 1%.
3. All charges shall be paid in full prior to the approval of a subdivision or building permit unless paid by way of installments in accordance with BC Reg 166/84.
4. The Development Cost Charge Schedule is as follows:

Development Type	Subdivision	Building Permit
Single family	\$10,067.10 per lot	\$10,067.10 per dwelling unit
Multiple family residential		\$76.01 per m ² of gross floor area
Commercial		\$43.14 per m ² of gross floor area
Industrial		\$43.14 per m ² of gross floor area
Airport Industrial		\$4.79 per m ² of gross floor area
Institutional		\$52.73 per m ² of gross floor area

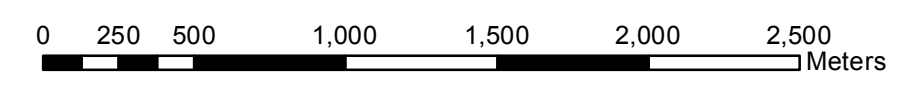
SALISH SEA



**Schedule 'B' to accompany
"NORTHERN COMMUNITY SEWER SERVICE
AREA DEVELOPMENT COST CHARGES
AMENDMENT BYLAW NO. 1442.03, 2016".**

- Northern Community DCC Area
- Municipal Boundary
- Electoral Area Boundary

Chairperson _____ Corporate Officer _____



Strait of Georgia

TOWN OF QUALICUM BEACH

ELECTORAL AREA G

ELECTORAL AREA G

CITY OF PARKSVILLE

ELECTORAL AREA F

CITY OF PARKSVILLE

ELECTORAL AREA G

ELECTORAL AREA E

ATTACHMENT 2

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1547.01

**A BYLAW TO AMEND THE DEVELOPMENT COST
CHARGES WITHIN THE SOUTHERN COMMUNITY
SEWER SERVICE AREA**

WHEREAS the Regional District of Nanaimo adopted "Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547, 2009";

AND WHEREAS the Board wishes to amend the development cost charges for the collection, conveyance, treatment, and disposal of wastewater works and services at the Greater Nanaimo Pollution Control Centre;

AND WHEREAS the Board wishes to amend the boundaries within which development cost charges shall be imposed;

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

1. Schedule 'A' to Bylaw 1547 is hereby repealed and Schedule 'A' attached to and forming part of this Bylaw is substituted therefore;
2. Schedule 'B' to Bylaw 1547 is hereby repealed and Schedule 'B' attached to and forming part of this Bylaw is substituted therefore.

This Bylaw may be cited for all purposes as "Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016".

Introduced for first and second readings this 6th day of December, 2016.

Read a third time this ____ day of _____, ____.

Received the Approval of the Inspector of Municipalities this ____ day of _____, ____.

Adopted this ____ day of _____, ____.

Schedule 'A' to accompany "Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016".

CHAIRPERSON

CORPORATE OFFICER

SCHEDULE 'A'



Development Cost Charges for Wastewater Treatment/Sanitary Sewer Works and Services

1. Pursuant to Section 2 of this bylaw, development cost charges shall be levied in those areas that will be serviced by wastewater treatment/sanitary sewerage works and services as outlined on the map attached hereto as Schedule 'B' and Schedule 'C'.
2. The assist factor for wastewater treatment/sanitary sewerage works and services shall be 1%.
3. All charges shall be paid in full prior to the approval of a subdivision or building permit unless paid by way of installments in accordance with BC Reg 166/84.

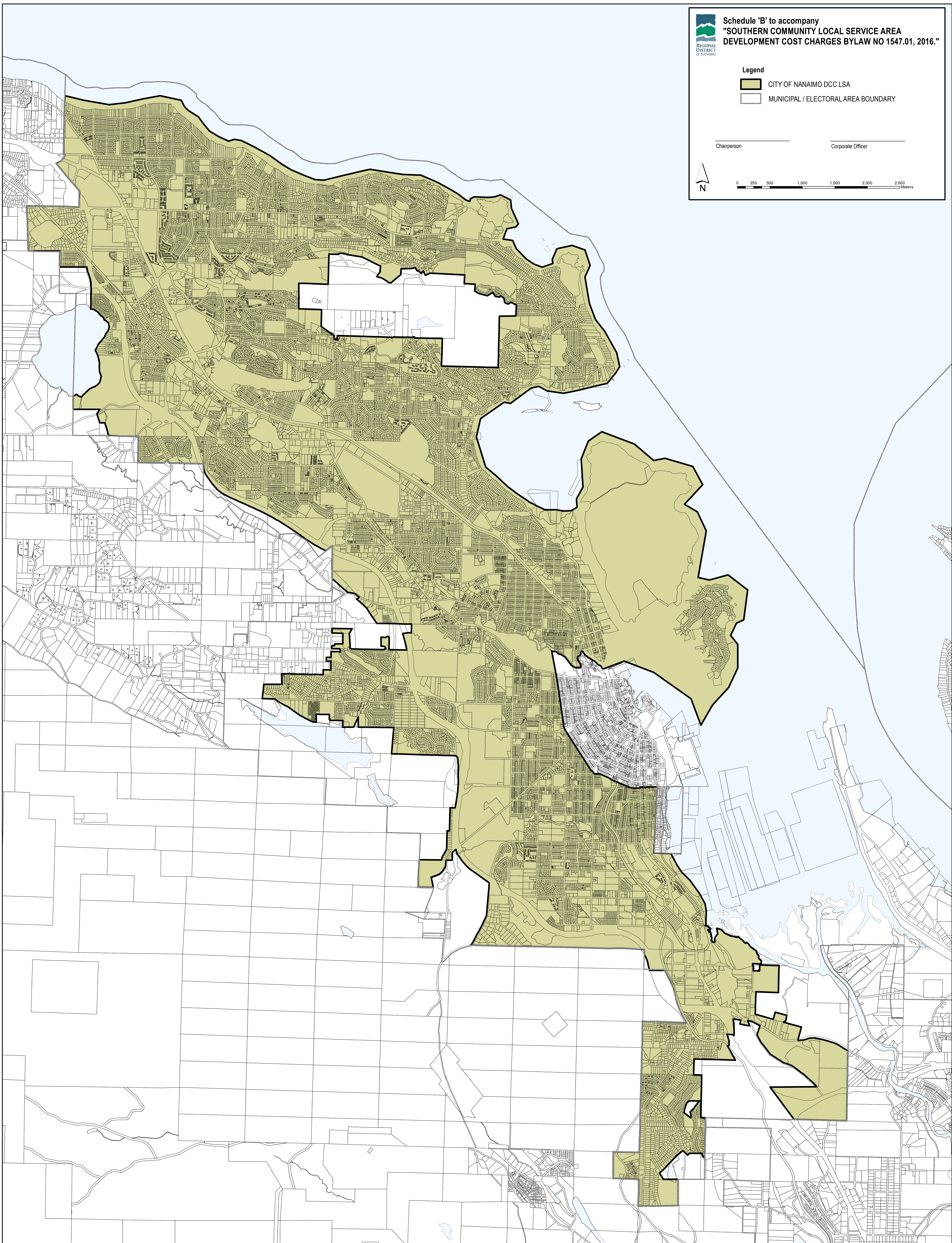
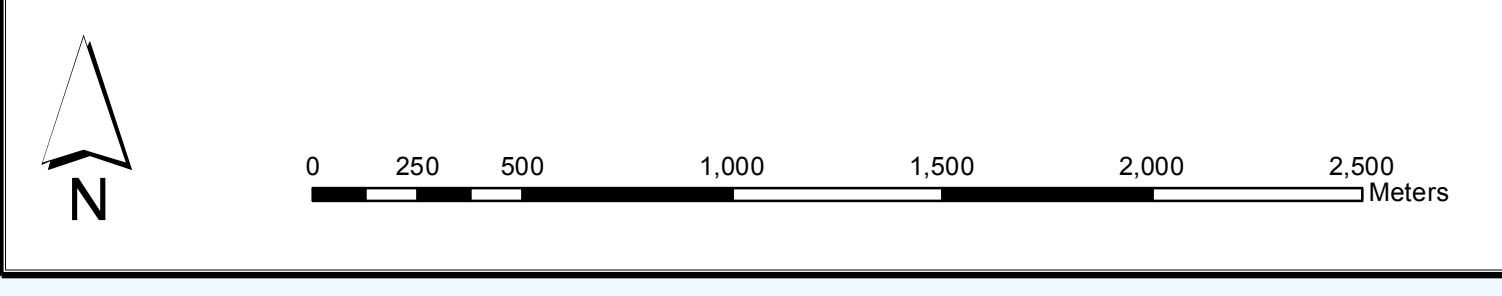
The Development Cost Charge Schedule is as follows:

Category	Subdivision	Building Permit
Single Family	\$2,951.37 per lot being created	\$2,951.37 per dwelling unit constructed
Multi-Family		\$17.40 per square meter of building gross floor area provided that no development cost charge for multi-family development shall exceed an amount calculated by multiplying the number of dwelling units created by \$2,951.37
Mobile Home Park	\$1,748.81 per service connection being created	\$1,748.81 per service connection being created
Commercial		\$17.66 per square meter of building gross floor area
Industrial		\$4.50 per square meter of building gross floor area
Campground		\$482.21 per service connection being created
Institutional		\$17.66 per square meter of building gross floor area

 Schedule 'B' to accompany
"SOUTHERN COMMUNITY LOCAL SERVICE AREA
DEVELOPMENT COST CHARGES BYLAW NO 1547.01, 2016."

- Legend
-  CITY OF NANAIMO DCC LSA
 -  MUNICIPAL / ELECTORAL AREA BOUNDARY

Chairperson _____ Corporate Officer _____



REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SOLID WASTE MANAGEMENT SELECT COMMITTEE
MEETING HELD ON WEDNESDAY, APRIL 13, 2017 AT 1:30 PM
RDN BOARD ROOM**

Present:

Director A. McPherson	Chairperson
Director M. Young	Electoral Area C
Director H. Houle	Electoral Area B
Director M. Lefebvre	City of Parksville
Director B. McKay	City of Nanaimo
Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:

P. Carlyle	CAO, RDN
R. Alexander	GM, RCU, RDN
L. Gardner	Manager, Solid Waste Services, RDN
M. Larson	Solid Waste Planner, RDN
R. Graves	Recording Secretary, RDN

Regrets:

Director J. Stanhope	Electoral Area G
Director J. Kipp	City of Nanaimo
Director J. Hong	City of Nanaimo

CALL TO ORDER

The Chairperson called the meeting to order at 1:32 PM and respectfully acknowledged the Coast Salish First Nations on whose traditional territory the meeting took place.

ADOPTION OF MINUTES

Solid Waste Select Committee Meeting – March 15, 2017.

It was moved and seconded that the minutes from the Solid Waste Select Committee meeting held March 15, 2017 be adopted.

CARRIED UNANIMOUSLY

PRESENTATION

SWMP Update.

M. Larson gave a presentation on the SWMP which included a communication and consultation background and Stage 2 consultation update information.

It was moved and seconded that the SWMP Update presentation be received for information.

CARRIED UNANIMOUSLY

REPORTS

Statutory ROW Hydro Take Over.

It was moved and seconded that staff proceed with the *Notice of Disposition* for:

- a) Granting an easement to Lehigh Hanson Materials (Lehigh) for their sanitary sewer line that crosses the landfill property;
- b) Transfer of the ownership of the newly installed powerlines that service the landfill maintenance shop to BC Hydro and Power Authority (BC Hydro);
- c) Granting a statutory right of way to BC Hydro and Telus Communication Company (Telus) for accommodation of the newly installed powerlines and future communication lines on Regional District of Nanaimo (RDN) property; and,
- d) Assigning a statutory right of way to BC Hydro and Telus, initially granted by Lehigh to the RDN, for accommodation of the power and communication lines on Lehigh's property;

And, that staff action the disposals following publication of the Notice.

CARRIED UNANIMOUSLY

CVRD Contingency Waste Disposal.

It was moved and seconded:

- a) That the Regional Board endorse receiving municipal waste controlled by the Cowichan Valley Regional District in the event services at their current disposal facility are temporarily unavailable and that the tip fee be set at a 20% premium over Regional District of Nanaimo rates;
- b) That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be introduced and read three times; and,
- c) That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be adopted.

Opposed (1): Director Young

CARRIED

Cedar Lift Station Cost Share Agreement.

It was moved and seconded to approve a cost sharing agreement with the City of Nanaimo for the Cedar Road lift station in an amount of \$45,000 per year with the cost share to be renegotiated every five years.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that the meeting be adjourned.

Time: 3:48pm

CHAIRPERSON

TO: Solid Waste Management Select Committee **MEETING:** April 13, 2017

FROM: Larry Gardner, ASCT, Eng.L
Manager, Solid Waste Services **FILE:** 5360-46

SUBJECT: Regional Landfill Land Disposition (Lehigh Easement; Hydro Telus Right of Way; Hydro Distribution Line Transfer)

RECOMMENDATION

That the Board directs staff to proceed with the *Notice of Disposition* for:

- a) Granting an easement to Lehigh Hanson Materials (Lehigh) for their sanitary sewer line that crosses the landfill property;
- b) Transfer of the ownership of the newly installed powerlines that service the landfill maintenance shop to BC Hydro and Power Authority (BC Hydro);
- c) Granting a statutory right of way to BC Hydro and Telus Communication Company (Telus) for accommodation of the newly installed powerlines and future communication lines on Regional District of Nanaimo (RDN) property; and,
- d) Assigning a statutory right of way to BC Hydro and Telus, initially granted by Lehigh to the RDN, for accommodation of the power and communication lines on Lehigh's property;

And, that staff action the disposals following publication of the Notice.

SUMMARY

The RDN needs to resolve two existing trespass issues at the landfill: 1) Lehigh's sanitary sewer line which crosses Regional District of Nanaimo (RDN) property, legally described as Lot 1, Sections 2 and 3, Nanaimo District, Plan 48020, Except Part in Plan VIP66090 ("Lot 1); and 2) aerial trespass of the RDN owned powerlines which cross Lehigh's property, legally described as Lot 2, Section 2, Nanaimo District, Plan 48020 ("Lot 2"). Appendix 1 provides a site plan of the subject properties.

Furthermore, the RDN needs to resolve a compliance issue related to electrical service to the newly constructed maintenance buildings. The newly installed electrical service is not compliant with BC Safety Authority (Electrical) requirements but is being allowed on a temporary basis through a variance. To resolve the non-compliance, the newly installed powerline needs to be upgraded or ownership needs to be transferred to BC Hydro. For the latter option, the powerline aerial trespass over Lot 2 also needs to be resolved before BC Hydro will assume ownership of the newly installed powerline.

Proceeding with the dispositions as outlined in this report resolves all of the issues. Before undertaking the dispositions, the RDN must publish notice. The draft Notice of Disposition is set out in Appendix 2.

BACKGROUND

The RDN constructed a new maintenance shop in 2016. The existing Hydro owned powerline network within the landfill boundary was extended by the RDN. The extension is owned by the RDN. The powerline network also serves Cedar Bioenergy, the company located on the site that utilizes the landfill gas for production of electricity. The powerline network allows Cedar Bioenergy to supply electrical power to the BC Hydro grid.

The RDN owned portion of the powerlines falls under jurisdiction of the BC Safety Authority (Electrical) while BC Hydro and Cedar Bioenergy are regulated by the BC Utilities Commission. There are some differences in each of the electrical regulator's requirements. If the RDN retains ownership of the newly installed power line, a three phase load break switch will need to be installed along with reconfiguring the powerline at a cost of approximately \$20,000. If the RDN owned powerline is transferred to BC Hydro, no further upgrading is required. A transfer of ownership to BC Hydro also eliminates any future service or maintenance costs, estimated at \$2500/year; BC Hydro would be responsible for these costs. The cost to transfer the newly installed powerline is approximately \$1200. However, before BC Hydro will consider taking over the newly installed section of the powerline, the aerial trespass on Lehigh's property must be resolved.

The *Local Government Act* (s.288) specifically allows local government to dispose of works for the supply and distribution of electrical energy subject to the works no longer being required for the purpose described. Under a BC Hydro takeover, BC Hydro would be supplying electrical service, the RDN ownership of the system would no longer be required, and this requirement is therefore satisfied.

Lehigh is willing to grant the RDN a statutory right of way for the corridor of the powerline aerial trespass over Lot 2. Lehigh also requests that the RDN grant an easement for their existing sewer line that crosses the landfill property, Lot 1. The location of sewer line and easement is not expected to have any restriction or impact on future development of the landfill property.

The *Local Government Act* (s.285(1)(c)) provides that the Board may dispose of land or improvements without making them available to the public for acquisition, subject to the acquiring party providing consideration in the form of land or improvements given in exchange. Lehigh's granting of a statutory right of way over Lot 2 for the powerline satisfies this requirement for the Board to grant Lehigh an easement for the sewer line.

Should the takeover by BC Hydro of the newly installed powerline proceed, a statutory right of way granted to BC Hydro would be necessary to allow for their ongoing servicing of the powerline. The ability to access the powerlines applies equally to Telus for the servicing of their communication network which is attached to the power poles. The recommendation of this report includes proceeding with a right of way for this purpose. This will be accomplished by the RDN granting a statutory right of way to Hydro and Telus over Lot 2, and assigning to BC Hydro and Telus a statutory right of way over Lot 1, initially granted by Lehigh to the RDN.

Either the upgrade to the newly installed powerline or its transfer to BC Hydro must take place to resolve the current non-compliance with BC Safety Authority requirements.

ALTERNATIVES

1. That the Board directs staff to proceed with Notice of Disposition for:
 - a. Granting an easement to Lehigh Hanson Materials (Lehigh) for their sanitary sewer line that crosses the landfill property;
 - b. Transfer of the ownership of the newly installed powerlines that service the landfill maintenance shop to BC Hydro and Power Authority (BC Hydro);
 - c. Granting a statutory right of way to BC Hydro and Telus Communication Company (Telus) for accommodation of the power and communication lines on RDN property; and
 - d. Assigning a statutory right of way to BC Hydro and Telus, initially granted by Lehigh to the RDN, for accommodation of the power and communication lines on Lehigh's property.

And, that staff action the disposals following publication of the Notice.

2. That the Board decline proceeding with the land dispositions and the transfer of ownership of the newly installed powerline to BC Hydro.
3. That the Board provides alternate direction to staff.

FINANCIAL IMPLICATIONS

Proceeding with the disposals (Alternative 1) has minor administration and document conveyancing costs. There is an approximate fee of \$1200 for BC Hydro to take over the newly installed powerline.

If the easement, the right of ways and the transfer of ownership of the newly installed powerline does not take place, the RDN will need to resolve the electrical non-compliance and the powerline aerial trespass. The electrical non-compliance can be resolved for a capital cost of approximately \$20,000 with ongoing maintenance costs estimated to be \$2500/year. The aerial trespass can be resolved by the realignment of the powerline. This option has not been costed at this time but a ballpark estimate would be in the range of \$40,000 to \$70,000. Aggregate costs of not proceeding with the recommendation are in the order of \$100,000.

Considering a prorated property assessment, the value of the area affected by the easement to be granted to Lehigh is \$1023; the prorated value for the area affected by the right of way to be granted to the RDN is \$4854. Compensation for right of ways typically ranges from \$10 to 100% of market value. On the basis of market value, the RDN is receiving a 5 fold benefit. However, value in this case is better gauged by the cost of measures to correct the trespass. As noted above, costs for an RDN remedy are in the order of \$100,000. Costs for Lehigh to reroute their sewer line would likely be in the same cost range. On this basis, the relative values of the easement and right of way are considered equal.

STRATEGIC PLAN IMPLICATIONS

Supporting the Consent Agreement is consistent with: 1) the focus on service and organizational excellence as the recommendation is a favourable balance of costs and benefits; and, 2) the focus on relationships as the proposed resolve provides advantages to the both the RDN and the landfill neighbour.

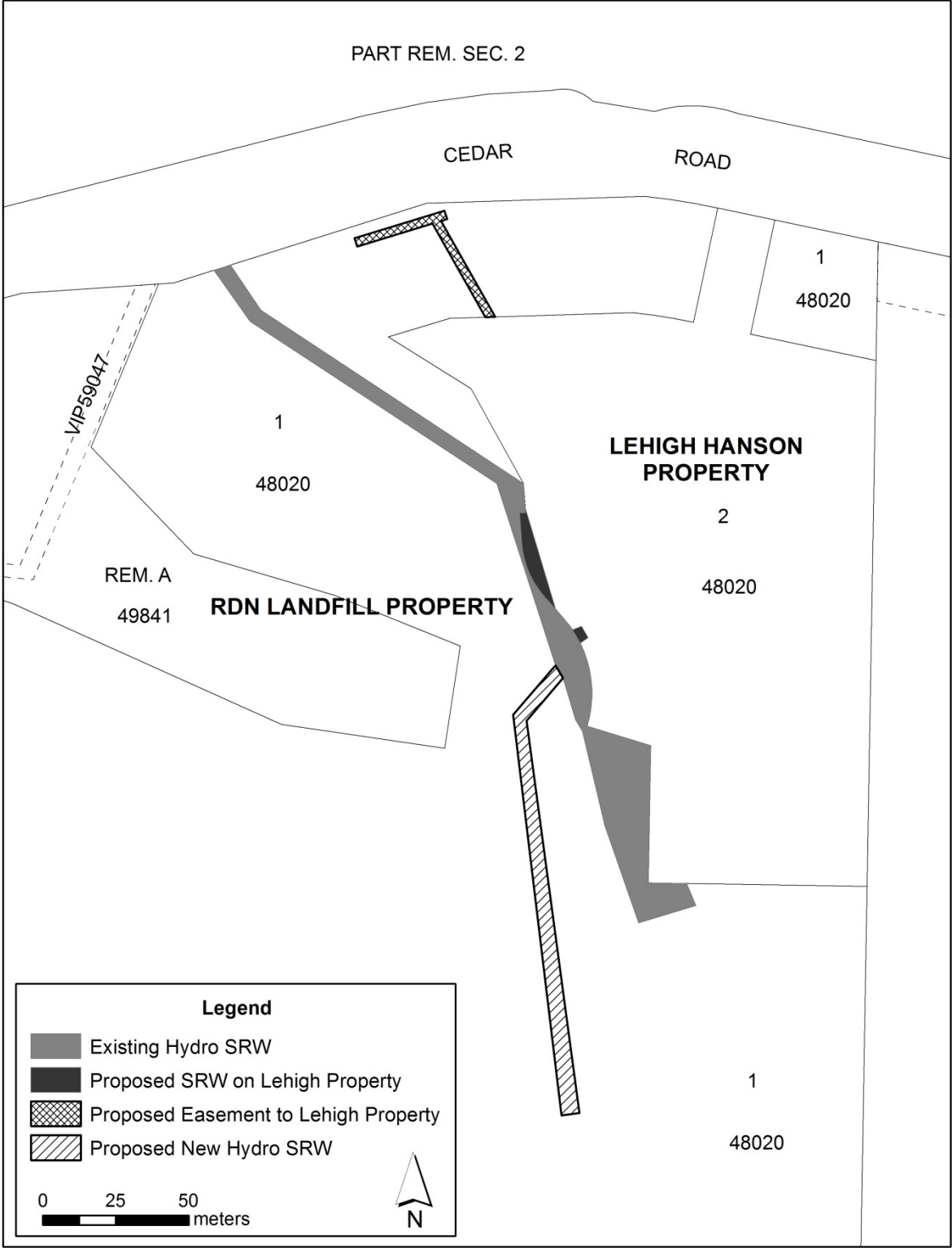


Larry Gardner
lgardner@rdn.bc.ca
March 22, 2017

Reviewed by:

- R. Alexander, General Manager,
Regional & Community Utilities & Solid Waste Services
- P. Carlyle, Chief Administrative Officer

Appendix 1



Appendix 2

Notice of Disposition

Pursuant to Section 286 of the *Local Government Act*, notice is hereby given that the Regional District of Nanaimo (the “RDN”) intends to grant an easement (the “Easement”) to Lehigh Hanson Materials Limited (“LHML”) in perpetuity to accommodate LHML's private sanitary sewer system located on a portion of the lands owned by the RDN and legally described as Lot 1, Sections 2 and 3, Nanaimo District, Plan 48020 Except Part in Plan VIP66090 (“Lot 1”).

In consideration for the Easement, LHML will grant a statutory right of way to the RDN in perpetuity to accommodate certain overhead electrical distribution lines (the “RDN Power Lines”) located on a portion of the lands owned by LHML and legally described as Lot 2, Section 2, Nanaimo District, Plan 48020 (“Lot 2”).

Furthermore, pursuant to Section 286 of the *Local Government Act*, notice is hereby given that the RDN intends to transfer ownership of the RDN Power Lines to BC Hydro and Power Authority (“BC Hydro”). The RDN will also grant a statutory right of way to BC Hydro, along with Telus Communications Company (“Telus”), in perpetuity, for the accommodation of all of the power lines on Lot 1, including the RDN Power Lines and lines already owned by BC Hydro, and will assign the statutory right of way granted by LHML on Lot 2 to BC Hydro and Telus.

In consideration for the transfer to BC Hydro of the RDN's title and interest in the RDN Power Lines and the grant and assignment of the required statutory rights of way to BC Hydro and Telus, BC Hydro will assume responsibility to operate and maintain the RDN Power Lines.

Dated at the City of Nanaimo this xxx day of [month] 2017.

TO: Solid Waste Management Select Committee **MEETING:** April 13, 2017

FROM: Jane Hamilton **FILE:** 2240-20-CVRD
Superintendent, Landfill Operations

SUBJECT: CVRD Request for Contingency Waste Disposal – Bylaw No. 1531 Revision

RECOMMENDATIONS

1. That the Regional Board endorse receiving municipal waste controlled by the Cowichan Valley Regional District in the event services at their current disposal facility are temporarily unavailable and that the tip fee be set at a 20% premium over Regional District of Nanaimo rates;
2. That “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017” be introduced and read three times; and,
3. That “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017” be adopted.

SUMMARY

The Cowichan Valley Regional District (CVRD) disposes of their solid waste at the Rabanco landfill in Washington State. Under their Solid Waste Management Plan, they are required to have a contingency agreement in place should they be temporarily unable to access the Rabanco facility. In January 2017, the RDN Board directed staff to prepare a report for consideration at the Solid Waste Management Select Committee, regarding a request from the CVRD for contingency access to the Regional District of Nanaimo (RDN) landfill.

Solid Waste Services staff have determined that operationally the additional waste can be managed at the Cedar Road Landfill. The recommendation to accept CVRD waste, on a temporary contingency basis, includes a revision to Bylaw No. 1531 to set at tipping rate for this waste at a premium of 20% over RDN rates. The Bylaw amendment requires advance written notice from the CVRD, and approval by the RDN General Manager including the conditions, duration, and reporting requirements.

BACKGROUND

The Cowichan Valley Regional District (CVRD) disposes of their solid waste at the Rabanco landfill in Washington State. Under their Solid Waste Management Plan, they are required to have a contingency agreement in place should they be temporarily unable to access the Rabanco facility. Historically CVRD has had an agreement with the owners of the Cache Creek Landfill for their facility to be the contingency

landfill. Due to the recent closure of the Cache Creek Landfill, this is no longer an option. To date, CVRD has not had the need to use a contingency site for waste disposal.

The CVRD processed and transported approximately 20,000 tonnes of solid waste to Washington State (Robanco Landfill) in 2016. Events that could trigger enacting the contingency agreement include a natural disaster, infrastructure failure or labour issue. In the event that access to the USA is disrupted, there is the potential that RDN generated waste currently shipped to the USA will also be diverted to the RDN landfill.

Accounting for only CVRD and RDN generated waste that is being currently shipped to the USA, it is estimated that the Regional Landfill would see an average daily increase of approximately 50% or 75 tonnes of waste. In order to successfully manage this waste, additional RDN staff would need to be scheduled with increased equipment operating time.

Staff recommend that this agreement apply strictly to municipally collected transfer station waste and not to commercial haulers or public from the CVRD area. The CVRD would be required to deliver the waste in a compactor type garbage-truck that can tip waste at the active face so that no additional mechanical assistance would be required in their delivery and dumping of waste.

In 2014, staff determined actual landfill operational costs to equal approximately \$95/tonne (i.e. \$76/tonne for disposal & \$19/tonne for scale and transfer facilities).

The RDN currently accepts asbestos waste and large animals from CVRD residents. The tip fee for these items is set at a 20% premium over that of what RDN resident's pay and more than offsets actual disposal and infrastructure costs. If this same principal is applied for CVRD contingency disposal, the tip fee would be \$150 tonne (i.e. \$125+20%). CVRD's current cost for waste disposal in the USA is approximately \$120 tonne. A higher tipping fee than their base disposal rate would encourage the CVRD to seek to resolve their waste management issue.

The recommendations include amending Bylaw No. 1531 to establish a tipping fee that would apply to CVRD waste delivered to the Regional Landfill. The rate is proposed to be based on a 20% premium over RDN rates. Further, the proposed amendment would require the CVRD to provide advance notice to the General Manager and abide by conditions the General Manager might impose with regards to the duration, conditions of acceptance and reporting. The Draft Bylaw amendments are set out in Appendix 1.

ALTERNATIVES

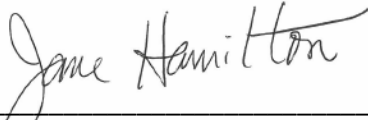
1. That the Board agree to receiving municipal waste controlled by the CVRD in the event services at their current disposal facility are temporarily unavailable and that the tip fee be set at a 20% premium over Regional District of Nanaimo rates;
That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be introduced and read three times; and,
That "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017" be adopted.
2. That the Board declines the CVRD request.
3. That the Board provides alternate direction.

FINANCIAL IMPLICATIONS

The CVRD may never need to implement contingency measures for landfilling. In the event they do, the operational costs incurred by the RDN will be more than offset by the proposed tipping fee.

STRATEGIC PLAN IMPLICATIONS

The 2016 Strategic Plan identified a priority to Focus on Relationships including identifying opportunities to partner with other branches of government to advance our region and facilitate issues outside our jurisdiction. Cooperating with the CVRD and approving their request would demonstrate cooperation with a neighbouring district and focus on developing partnerships to facilitate a waste management issue.



Jane Hamilton
jhamilton@rdn.bc.ca
March 27, 2017

Reviewed by:

- L. Gardner, Manager, Solid Waste Services
- R. Alexander, General Manager, Regional & Community Utilities & Solid Waste Services
- P. Carlyle, Chief Administrative Officer

Attachment

1. Appendix 1

APPENDIX 1

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1531.07
A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
SOLID WASTE MANAGEMENT REGULATION BYLAW 1531**

WHEREAS the “Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531, 2007” provided for the regulation of Solid Waste Management Facilities within the Regional District of Nanaimo;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to amend schedule ‘D’ established by Bylaw No. 1531;

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

1. “Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531, 2007” is amended as follows:

Schedule ‘D’ of Bylaw No. 1531 is hereby repealed and replaced with Schedule ‘D’ attached to this bylaw.

2. This bylaw may be cited as “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.07, 2017.”

Introduced and read three times this ___ day of ____, 2017.

Adopted this this ___ day of ____, 2017.

CHAIRPERSON

CORPORATE OFFICER

Schedule 'D' to accompany "Regional District of Nanaimo
 Solid Waste Management Regulation Amendment
 Bylaw No. 1531.07, 2017"

 Chairperson

 Corporate Officer

Schedule 'D'

Charges and procedures for use of Regional Landfill for disposing of Controlled Waste and Municipal Solid Waste which originates from the Cowichan Valley Regional District, effective April 1, 2017, are:

1.	Controlled waste originating Cowichan Valley RD	Flat rate	51 kg or greater
a.	Waste asbestos	\$30.00/0-50 kg	\$600.00/tonne
b.	Large dead animals	\$20.00/0-50 kg	\$300.00/tonne
c.	Invasive plant species	\$20.00/0-50 kg	\$300.00/tonne

2.	Solid waste under the direct control of the Cowichan Valley Regional District *	Tonne Rate
a.	Municipal solid waste	Tonne rate includes a 20% premium over the current Schedule 'A' rates

*Solid waste acceptance is contingent upon:

- 1) Prior written notice from Cowichan Valley Regional District to the General Manager explaining the reasons for, and the anticipated duration, of contingency landfilling;
- 2) The General Manager's acknowledgement of acceptance; and,
- 3) Any conditions the General Manager may specify with respect to the duration, requirements regarding acceptance or reporting.

TO: Solid Waste Management Select **MEETING:** April 13, 2017
Committee

FROM: Larry Gardner, ASCT, Eng.L **FILE:** 2240-35-CON
Manager Solid Waste Services

SUBJECT: Cedar Road Lift Station Cost Sharing Agreement

RECOMMENDATION

1. That the Board approve a cost sharing agreement with the City of Nanaimo for the Cedar Road lift station in an amount of \$45,000 per year with the cost share to be renegotiated every five years.

SUMMARY

Leachate from the Regional Landfill is conveyed through the Cedar Road lift station for ultimate treatment at the Greater Nanaimo Pollution Control Center. The lift station is owned and maintained by the City of Nanaimo. This agreement addresses the cost share for the lift station attributed to Solid Waste Services based on the landfill leachate contribution flowing through the lift station.

BACKGROUND

In 2015, the City of Nanaimo undertook approximately \$600,000 in capital improvements to the Cedar Road sanitary sewer lift station to upgrade works and increase pumping capacity. Part of this exercise included a review of contributory flows to the lift station and apportionment of cost for the facility. Currently the landfill is responsible for 81% of the flow through the lift station.

Subsequent to the upgrades, the lift station was valued at \$1,300,000. Considering depreciation and maintenance costs, total annual cost for the lift station is \$55,000 per year. Based on the proportionate flow originating from the landfill (i.e. 81%), Solid Waste Services apportionment cost is \$45,000 per year. This agreement puts the cost share into effect.

The agreement is to be renegotiated every five years on the same principals of facility cost and proportionate contributory flows. As areas of the landfill are progressively closed, flows from the landfill are expected to decrease, therefore, future Solid Waste Services costs under this agreement will also decrease.

The draft agreement has undergone legal review.

ALTERNATIVES

1. That the Board direct staff to proceed with a cost sharing agreement with the City of Nanaimo for the Cedar Road lift station in an amount of \$45,000 per year with the cost share to be renegotiated every five years.
2. That the Board decline proceeding with a cost share agreement.
3. That the Board provide staff alternate direction.

FINANCIAL IMPLICATIONS

The agreement proposes that annual payments begin as of 2016 and funds have been accrued for this purpose.

STRATEGIC PLAN IMPLICATIONS

The recommendation of this report is consistent with the focus on service and organizational excellence with regard to funding infrastructure in support of our core services employing asset management tools.



Larry Gardner
lgardner@rdn.bc.ca
March 28, 2017

Reviewed by:

- R. Alexander, Regional & Community Utilities
- P. Carlyle, Chief Administrative Officer

Attachments

1. Draft Service and Cost Sharing Agreement

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE
Meeting Held on Tuesday, March 28, 2017
In the Regional District of Nanaimo Committee Room**

Present:

Director M. Lefebvre	Chairperson, City of Parksville
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. Colclough	District of Lantzville
Director T. Westbroek	Town of Qualicum Beach
Director J. Kipp	City of Nanaimo

Regrets:

Director W. Pratt	City of Nanaimo
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Also in Attendance:

Director B. Rogers	Electoral Area E
P. Carlyle	Chief Administrative Officer
R. Alexander	GM Regional & Community Utilities
G. Garbutt	GM Strategic & Community Development
C. Midgley	Manager, Water Services & Asset Management
J. Pisani	Drinking Water & Watershed Protection Coordinator
S. Horsburgh	Sustainability Coordinator
J. Schile	Senior Planner, Long Range Planning
P. Sherman	Recording Secretary

CALL TO ORDER

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

MINUTES

MOVED Director Westbroek, SECONDED Director Houle, that the minutes of the Sustainability Select Committee meeting held on Tuesday, February 16, 2016 be adopted.

CARRIED

REPORTS

S. Horsburgh provided a slide presentation to outline the following three verbal reports.

2017 Green Building Series – Step Code – Verbal Report from RDN Staff

MOVED Director Westbroek, SECONDED Director Kipp, that staff be directed to complete the funding agreement with BC Hydro and endorse using the funds to augment the 2017 Green Building program.

CARRIED

MOVED Director Kipp, SECONDED Director Veenhof, that staff be directed to research BC Hydro's Sustainable Communities Project Implementation Funding program and report back.

CARRIED

Realtor Energy Efficiency Program (REEP) Collaboration – Verbal Report from RDN Staff

MOVED Director Westbroek, SECONDED Director Veenhof, that the Realtor Energy Efficiency Program (REEP) Collaboration – Verbal Report from RDN Staff be received.

CARRIED

Update on Nanaimo Aboriginal Centre Passive House – Verbal Report from RDN Staff

MOVED Director Veenhof, SECONDED Director Colclough, that the Update on Nanaimo Aboriginal Centre Passive House – Verbal Report from RDN Staff be received.

CARRIED

Overview of the Green Building Incentive Program

MOVED Director Veenhof, SECONDED Director Houle, that the existing Regional District of Nanaimo Green Building Incentive Program be maintained for 2017.

CARRIED

Regional District of Nanaimo State of Sustainability

MOVED Director Veenhof, SECONDED Director Westbroek, that the Regional District of Nanaimo State of Sustainability report be received for consideration.

CARRIED

WATER AND WATERSHED PROTECTION TECHNICAL ADVISORY COMMITTEE

Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Thursday November 10, 2016

MOVED Director Veenhof, SECONDED Director Houle, that the Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Thursday November 10, 2016 be received.

CARRIED

Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Thursday July 7, 2016

MOVED Director Houle, SECONDED Director Veenhof, that the Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Thursday July 7, 2016 be received.

CARRIED

Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Wednesday April 13, 2016

MOVED Director Veenhof, SECONDED Director Houle, that the Minutes of the Drinking Water and Watershed Protection Technical Advisory Committee held on Wednesday April 13, 2016 be received.

CARRIED

Drinking Water and Watershed Protection Program Overview and 2017 Projects – Verbal Report from RDN Staff

J. Pisani provided a slide presentation on the Drinking Water and Watershed Protection Program Overview and 2017 Projects – Verbal Report from RDN Staff.

MOVED Director Colclough, SECONDED Director Houle, that the Drinking Water and Watershed Protection Program Overview and 2017 Projects – Verbal Report from RDN staff be received.

CARRIED

ADJOURNMENT

MOVED Director Veenhof, SECONDED Director Colclough, that this meeting be adjourned.

CARRIED

Time: 6:28 PM

CHAIRPERSON

TO: Sustainability Select Committee **MEETING:** March 28, 2017
FROM: Sharon Horsburgh
Sustainability Coordinator **FILE:** 6430-05-GBIP

SUBJECT: Overview of the Green Building Incentive Program

RECOMMENDATION

That the existing Regional District of Nanaimo Green Building Incentive Program be maintained for 2017.

SUMMARY

The aim of the Green Building Incentive Program is to encourage homeowners to be more environmentally friendly by reducing energy and water use and by reducing emissions from the burning of fossil fuels. A number of rebates are offered through the Regional District of Nanaimo (RDN) Green Building Incentive Program with the Woodstove Exchange Program being the most popular.

The Regional District of Nanaimo recently received \$22,500 from BC Hydro's Sustainable Communities Funding Program for activities related to promotion of energy conservation. These funds are intended for Green Building education and awareness and will be utilized as part of the RDN's Green Building Series. A requirement of the BC Hydro funding is that it be used to raise awareness of Green Building technologies and provide education on the Province's proposed BC Energy Step Code Program that will be starting in December 2017. There is an opportunity to make stronger ties between the Green Building Incentives Program and the Green Building Series Program by highlighting the link between the incentives and the education.

While some of the incentive programs have not been that popular in recent years, the increases in the Provincial electric vehicle incentives and the introduction of the BC Energy Step Code should result in increased participation in the RDN's incentives to promote renewable energy and energy efficiency.

BACKGROUND

The Green Building Incentive Program (the Program) has been offered to residents in the RDN's Electoral Areas and the District of Lantzville since 2011. The participation and awareness in the Program has grown significantly as the RDN has offered rebates to incentivize energy conservation, to build local resiliency and to mitigate climate change. Due to the popularity of the Green Building Incentive Program there has been continued interest through 2016. There are six Green Building Incentive Programs administered by the RDN and these are outlined below:

1. Woodstove Exchange Program - \$250

Many homes in the RDN have traditionally used wood as a heating source and this is why the Woodstove Exchange Program is the RDN's most popular Green Building Incentive Program. This rebate program encourages investment in renewable energy systems while supporting local businesses across the region. For 2017, the RDN received \$19,750 in funding from the BC Lung Association for the Woodstove Exchange Program and \$7,500 of this grant funding was transferred to the City of Nanaimo so they can offer a similar program to their residents.

2. Home Energy Assessment - \$150 - \$200

The Home Energy Assessment is our next most popular program and with upcoming changes in the building code in December 2017 we anticipate the popularity will increase as the BC Energy Step Code will require new homeowners wishing to achieve Step 1 or higher to obtain a home energy assessment. Through this program, homeowners will have access to additional incentives after the initial Home Energy Assessment.

With changes in the BC Building Code we see the popularity of this program increasing. This is a valuable tool for homeowners to learn about the most cost-effective energy efficiency measures they can take. The RDN rebate covers roughly 50% of the cost of an initial assessment, up to \$150, and sends a strong signal to RDN residents that home energy efficiency is worthwhile to understand and that investing in energy efficiency, renovations and retrofits benefits the homeowner while making an important contribution to the local economy.

3. Oil to Heat Pump Rebate - \$250

The busiest time for the Oil to Heat Pump Incentive Program is the fall. This is a relatively new program and it is beginning to gain momentum. The home energy assessments provide residents with information on RDN and Provincial rebates to encourage homeowners in RDN Electoral Areas and the District of Lantzville to transition from oil heating to heat pumps. The rebate is an additional incentive from the RDN for those who complete the upgrade from oil to heat pump and are eligible for the Provincial Oil to Heat Pump Incentive Program administered by City Green Solutions.

4. Graded Site-Cut Timber - \$250

The Graded Site-Cut Timber rebate is not very popular as only those homeowners with access to marketable timber on their property come forward to inquire about this particular rebate. Homeowners can access a rebate of up to \$250 when using graded site-cut timber for structural use in renovations and new construction requiring a building permit. Homeowners in RDN Electoral Areas and the District of Lantzville who harvest and use timber on the same site can take advantage of this rebate.

5. Sustainable Development Checklist - \$500 - \$1,000

The Sustainable Development Checklist is intended to help homeowners and builders in RDN Electoral Areas and the District of Lantzville develop high-performance building projects. Homeowners who achieve a high score on the completed checklist may qualify for incentives valued between \$500 and \$1,000.

The RDN's Home Energy Assessment and Sustainable Development Checklist Incentives both reference the EnerGuide rating system. Homeowners and owner-builders can earn incentives for

achieving a high checklist score. The dollar value of the incentives offered by the RDN is from \$500 - \$1,000.

With BC Hydro funding related to promoting energy efficient homes we will be participating in a program to educate developers and homeowners about the Sustainability Checklist. By linking the education to the BC Energy Step Code we anticipate more projects coming forward to take advantage of this particular rebate program. We receive many enquiries about the Sustainability Checklist. However, as the checklist is voluntary most homeowners do not follow through on pursuing this rebate. With the proposed changes in the BC Building Code we anticipate new home builders may wish to pursue an application for the Sustainable Development Checklist rebate and this can be initiated at the pre-application meeting.

6. Residential Electric Vehicle Charging Station - \$250

While we did not receive any applications for a rebate in 2016, we have received much interest in the Residential Electric Vehicle Charging Station rebate program. With the upcoming increases in Provincial rebates to incentivize purchases of Electric Vehicles we are poised to respond to the potential increased demand for residential EV charging stations that will be required. This program enables residents to install a residential Level 2 Electric Vehicle Charging Station, providing immediate emission reductions and encouraging clean energy vehicle deployment in a residential setting in the RDN’s Electoral Areas and the District of Lantzville.

To provide an overview of the Green Building Incentive Program, Table 1 below summarizes the funds distributed to residents since its inception in 2011:

Incentive	Distribution of Incentives					
	2011	2012	2013	2014	2015	2016
Home Energy Assessment	\$2,220	\$7,450	\$ 8,670	\$930	\$1,500	\$3,270
Woodstove Exchange	\$10,750	\$33,750	\$38,500	\$15,000	\$43,500	\$40,750
Site-cut Timber		\$95	\$488	\$200		\$700
Renewable Energy Systems			\$1,000	\$750	\$2,000	\$500
Oil to Heat Pump						\$1,250
EV Charging Station			\$250			
Checklist Meeting		\$150	\$50	\$500		
Checklist Score			\$4,000	\$1,000		
Total	\$12,970	\$41,445	\$52,958	\$18,380	\$47,000	\$46,470¹

¹ There are a small number of unclaimed rebates from 2016.

ALTERNATIVES

1. Maintain the existing Green Building Incentive Program.
2. Focus RDN Green Building Incentives education and communications efforts on energy efficiency literacy around the Green Building incentives in conjunction with new Provincial incentives such as BC Energy Step Code and Provincial Electric Vehicle rebates.
3. Eliminate those Green building incentives that have not been used in 2016.

FINANCIAL IMPLICATIONS

The RDN has been approved for a \$22,500 grant from the BC Hydro Sustainable Communities fund to develop an energy efficiency literacy program with respect to the upcoming BC Energy Step Code that will complement the RDN's Green Building incentives and Green Building Series programs.

STRATEGIC PLAN IMPLICATIONS

The Green Building Incentive Program supports the Board's 2016 – 2020 Strategic Plan's sustainability objectives. The Program is consistent with a number of the Board's strategic priorities to enhance collaboration and cooperation between municipalities and electoral areas, and is aligned with the strategic priority to use a collaborative regional model for providing services.

The Green Building Incentive Program has been developed by the RDN to support residents' commitment to building a sustainable and resilient future. This program generates local investment in energy efficiency and in the development of the green business sector. Conversations with interested residents show that the interest in alternative energy systems and high performance buildings is strong, and represents opportunities to build local capacity and create economic benefits to the region.

SUMMARY/CONCLUSIONS

Many neighbouring jurisdictions look to the RDN as it has a history of providing strong leadership in developing sustainable policies to achieve the goals set out in the Strategic Plan. The Green Building Incentive Program is an extremely successful program and its success is continuing into 2017 with interest in all our green building incentive types.

In 2016, \$46,470 was distributed in rebates to residents and the most popular program is the Woodstove Exchange Program. Funding for this program is provided through Building Inspection and the Carbon Neutral Initiatives Reserve Fund that was established to support sustainability initiatives that contribute to local economic development.

While some of the incentive programs have not been that popular in recent years, the increases in the Provincial electric vehicle incentives and the introduction of the BC Energy Step code should result in increased participation in the RDN's incentives to promote renewable energy and energy efficiency. The 2017 approved funds from BC Hydro's Sustainable Communities fund will be used to highlight the RDN's Green Building Incentive program.



Sharon Horsburgh
shorsburgh@rdn.bc.ca
March 10, 2017

Reviewed by:

- P. Thompson, Manager of Long Range Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE FIRE SERVICES ADVISORY COMMITTEE
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
WEDNESDAY, APRIL 12, 2017 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director A. McPherson	Electoral Area A
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
S. Mynen	Bow Horn Bay VFD Treasurer
A. Poirier	Coombs-Hilliers VFD Chief
S. Stahley	Coombs-Hilliers VFD Director
G. Bing	Errington VFD Director
J. Hamel	Errington VFD Chair
K. Roberts	Errington VFD Director
A. Wilson	Errington VFD
T. Bater	Errington VFD
G. Bing	Errington VFD
G. Klemm	Errington VFD A/Deputy Chief
J. Jacobsen	Nanoose Bay Fire Protection Society Director
D. Penny	Nanoose Bay VFD Chief
N. Watson	Nanoose Bay VFD
J. Newall	Nanoose Bay VFD
G. Thompson	Nanoose Bay Fire Protection Society Director
K. Young	Extension VFD Chief

Also in Attendance:

P. Carlyle	Chief Administrative Officer
D. Trudeau	Gen. Mgr. Transportation & Emergency Services
D. Marshall	Manager, Projects, Fleet & Emergency Services
D. Gardiner	Fire Services Coordinator
N. Hewitt	Recording Secretary

CALL TO ORDER

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

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda of the Fire Services Advisory Committee be received.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

Fire Services Advisory Committee - January 11, 2017.

It was moved and seconded that the minutes of the Fire Services Advisory Committee meeting held January 11, 2017 be adopted.

CARRIED UNANIMOUSLY

INVITED PRESENTATION

Kathleen Higgins, Norton Rose Fulbright Canada, re: Impact of the New Society Act on Pre-Existing Societies.

K. Huggins spoke about how the New Society Act impacts pre-existing societies including topics of reporting societies, significant changes, director liabilities, membership, annual general meeting.

Kathleen Higgins, Norton Rose Fulbright Canada, re: Privacy Concerns for Societies under Freedom of Information and Protection of Privacy Act.

K. Huggins spoke about privacy concerns for societies under freedom of information and protection of privacy act.

CORRESPONDENCE

Ministry of Transportation and Infrastructure, re: New Tax Credit Supports Search and Rescue and Firefighter Volunteers.

It was moved and seconded that the correspondence from the Ministry of Transportation and Infrastructure, re: New Tax Credit Supports Search and Rescue and Firefighter Volunteers be received.

CARRIED UNANIMOUSLY

REPORTS

Award of Proposal for Two Single-Axle, Four-Door Fire/Rescue Engines for Errington Volunteer Fire Department.

It was moved and seconded that staff be directed to award the purchase of two single-axle, four-door fire/rescue engines to Hub Fire Engines & Equipment Ltd for the estimated \$1,437,068 quoted price.

CARRIED UNANIMOUSLY

It was moved and seconded that staff be directed to release up to \$963,000 from the Errington Fire Service Vehicle and Equipment Reserve Fund for the purchase of two fire/rescue engines.

CARRIED UNANIMOUSLY

It was moved and seconded that staff be directed to revise the Errington Fire Service 10-year Financial Plan to ensure adequate capital funding is available for future capital requirements.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board approve borrowing of up to \$475,000 for the purchase of two fire/rescue engines under the Municipal Finance Authority short term equipment financing program with a five-year pay back plan.

CARRIED UNANIMOUSLY

RDN Fire Department & Improvement District Information (verbal report).

D. Gardiner provided Electoral Area Directors with information that summarized Fire Departments and Improvement District within the Regional District of Nanaimo.

NEW BUSINESS

Honour House.

P. Carlyle provided information to the Committee. Honour House provides a temporary home for Canadian Forces, Veterans, Emergency Services Personnel and their families while they travel to receive medical care and treatment in the Metro Vancouver area.

Fentanyl Workshop for First Responders (Nanaimo).

D. Trudeau provided information to the Committee regarding Fentanyl Workshop for First Responders (Nanaimo) being held on May 11th and 12th.

NEXT MEETING

Fire Services Advisory Committee Meeting.

The next meeting of the Fire Services Advisory Committee be held on July 12, 2017 at 7 pm.

IN CAMERA

It was moved and seconded that pursuant to Sections 90 (1) (c) and (g) of the Community Charter the Committee proceed to an In Camera Meeting for discussions related to employee relations and legal matters.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that this meeting be adjourned.

Time 9:00 pm

CARRIED UNANIMOUSLY

CHAIRPERSON

TO: Fire Services Advisory Committee **MEETING:** April 12, 2017

FROM: Darren Marshall
Manager Fleet, Projects and Emergency
Planning Services **FILE:** 1280 01 EVFD

SUBJECT: **Award of Proposal for Two Single-Axle, Four-Door Fire/Rescue Engines for Errington Volunteer Fire Department**

RECOMMENDATIONS

1. That staff be directed to award the purchase of two single-axle, four-door fire/rescue engines to Hub Fire Engines & Equipment Ltd for the estimated \$1,437,068 quoted price.
2. That staff be directed to release up to \$963,000 from the Errington Fire Service Vehicle and Equipment Reserve Fund for the purchase of two fire/rescue engines.
3. That staff be directed to revise the Errington Fire Service 10-year Financial Plan to ensure adequate capital funding is available for future capital requirements.
4. That the Board approve borrowing of up to \$475,000 for the purchase of two fire/rescue engines under the Municipal Finance Authority short term equipment financing program with a five-year pay back plan.

SUMMARY

The Errington Volunteer Fire Department (EVFD) received four responses to a Request for Proposal (RFP) for the supply of two single-axle, four-door fire/rescue engines. Four vendors responded with prices ranging from \$1,278,152 to \$1,523,592. After a full review the Department is recommending acceptance of the proposal from Hub Fire Engines & Equipment Ltd. (HUB) for an estimated price of \$1,437,068 (\$1,413,260 net with down payment discount). The response from HUB was the highest weighted score, most closely matched the specifications and the company is a well-known supplier of this type of vehicle. The purchase would be funded by reserves on hand and short term borrowing for the balance. The Errington and District Fire Department Society on Monday, March 13, 2017, passed Motion # 8 of 2017

“to approve HUB Engines & Equipment Ltd. to supply two new fire rescue vehicles as per their tender proposal of February 3, 2017.”

Staff recommend awarding the supply of the vehicles to Hub Fire Engines and releasing reserve funds as requested.

BACKGROUND

In late 2016, the Errington Volunteer Fire Department released an RFP for the supply of two single-axle, four-door fire/rescue engines to replace two existing vehicles. The primary purpose of these vehicles is to be first responders and to attend in the event of structural and brush fires. Prior to completing the specifications, the Departments investigated similar vehicles for budget pricing and established a budget of \$1,200,000 to \$1,500,000; depending on the fluctuating Canadian dollar. Because of the specialized requirements needed to carry both medical supplies and firefighting equipment, the key prerequisites were vehicles that had customized cabinetry to hold both types of equipment and to meet the present and future needs of their communities.

Four (4) vendors responded as follows:

Proponent	Price (Net of GST)
Associated Fire Safety Apparatus – For Two (2) Vehicles	\$1,523,592
HUB Fire Engines & Equipment Ltd. - For Two (2) Vehicles	\$1,437,068
Fort Garry Fire Trucks - For Two (2) Vehicles	\$1,407,029
Pierce Fire Apparatus - For Two (2) Vehicles	\$1,278,152

Proposals remain valid for 90 days from February 3, 2017.

The Regional District of Nanaimo (RDN) Fire Coordinator and EVFD formed an evaluation committee of four persons including the Fire Chief, the Errington Society Board and fire department members with experience in truck manufacture and maintenance. The proposals were ranked using a weighted score and criteria that included apparatus construction and design, service and warranty, references and price. Following a lengthy review, the HUB proposal received the overall highest score. Its technical response was superior and had third lowest price. Further, the RDN lawyer has reviewed and confirmed that the contract may be awarded to HUB Fire Engines based on the application of the evaluation criteria disclosed to Proponents in the RFP.

ALTERNATIVES

1. That staff be directed to award the supply of two single-axle, four-door fire/rescue engines to Hub Fire Engines & Equipment Ltd. for an estimated price of \$1,437,068 with funds released from the Errington Fire Department’s reserve fund and short-term Municipal Finance Authority borrowing be utilized.
2. That the Board provide alternative direction to staff.

FINANCIAL IMPLICATIONS

Alternative 1

The cost of each EVFD vehicle net of the GST rebate and the \$23,800 down payment deposit is \$706,630 (\$1,413,262 total). The following table outlines the funding sources for the truck purchases based on the original budget and the results of the tender.

Errington Fire Services 2017 Fire/ Rescue Engine Purchases Financing	Original Budget	Revised Budget per Tender
Paid from Reserves 2017	\$670,000	\$707,000
Paid from Reserves 2018	\$195,000	\$231,260
Five Year Borrowing	\$475,000	\$475,000
	\$1,340,000	\$1,413,260

As the tender process has resulted in an estimated cost higher than originally anticipated, it will be necessary to utilize an estimated additional \$73,300 from the reserve at this time and to rebuild the reserve over the next few years. Staff are working with Errington Fire Services to revise the 2018 budget, financial plan and long term capital plans to ensure adequate reserve fund transfers for other capital purchases planned over the next 10 years.

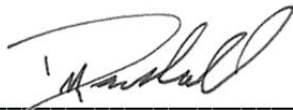
Alternative 2

If the two (2) single-axle, four-door fire/rescue engines are not awarded at this time, staff expect that the supply and manufacture costs will be higher in 2018 and the underwriter could increase insurance rates for residence in the area.

STRATEGIC PLAN IMPLICATIONS

Staff have reviewed the proposal and noted the action items reflect the RDN’s Strategic Priorities:

1. *Focus on Relationships*: accomplished through collaboration with the Errington Volunteer Fire Department and RDN Staff RFP processes.
2. *Focus on the Environment*: by requesting a vehicle that maximizes fuel economy, minimize greenhouse gas emissions, reduces hazards, risks and climate change impacts in the region.
3. *Focus on Service and Organizational Excellence*: meeting or exceeding the minimum requirements of Errington Volunteer Fire Departments Fire/Rescue to ensure a safer community.



Daren Marshall
Manager, Fleet, Projects and Emergency Services
dmarshall@rdn.bc.ca
March 17, 2017

Reviewed by:

- D.Pearce, A/Director Transportation and Emergency Services
- W. Idema, Director of Finance
- D. Trudeau, General Manager, Transportation and Emergency Services
- P. Carlyle, Chief Administrative Officer

TO: Regional District of Nanaimo Board **DATE:** April 25, 2017

FROM: Kristy Marks
Planner **FILE:** PL2016-060

SUBJECT: **Zoning Amendment Application No. PL2016-060
4775 & 4785 Anderson Avenue - Electoral Area 'H'
Amendment Bylaw 500.407, 2017 –Third Reading
Lot 13, District Lot 109, Newcastle District, Plan 30254**

RECOMMENDATIONS

1. That the Board receive the report of the Public Hearing held on March 30, 2017 for “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.
2. That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.

SUMMARY

The applicant proposes to rezone the subject property from Rural 1 Zone (RU1), Subdivision District ‘A’ to a new Rural 1.1 (RU1.1) Zone, Subdivision District ‘D’ to facilitate a future subdivision of the parcel into two lots. The amendment bylaw was introduced and given first and second reading on February 28, 2017, and proceeded to Public Hearing on March 30, 2017. The requirements set out in the Conditions of Approval are to be completed by the applicant prior to the Board’s consideration of the Bylaw for adoption (see Attachment 2). Staff recommends “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017” be considered for third reading.

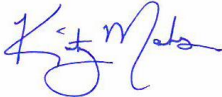
BACKGROUND

The Regional District of Nanaimo has received an application from Fern Road Consulting Ltd. on behalf of Diane Alexander to rezone the subject property from Rural 1 Zone (RU1), Subdivision District ‘A’ to a new Rural 1.1 (RU1.1) Zone, Subdivision District ‘D’ to facilitate a future two lot subdivision. Amendment Bylaw No. 500.407 was introduced and given first and second reading on February 28, 2017 (see Attachment 3). This was followed by a Public Hearing held on March 30, 2017. The summary of the minutes and submissions is attached for the Board’s consideration (see Attachment 1).

Following the close of the Public Hearing no further submissions or comments from the public or interested persons can be accepted by members of the Board, as established by legal precedent. Having received the minutes of the Public Hearing eligible Board members may vote on the Bylaw.

ALTERNATIVES

1. To receive the report of the Public Hearing and give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.
2. To receive the report of the Public Hearing and to not give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.



Kristy Marks
kmarks@rdn.bc.ca
April 5, 2017

Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Summary of the Public Hearing
2. Conditions of Approval
3. Proposed Amendment Bylaw No. 500.407,2017

Attachment 1
Summary of the Public Hearing
Held at Lighthouse Community Hall
240 Lion's Way, Electoral Area 'H'
Thursday March 30, 2017 at 6:30 pm
To Consider Regional District of Nanaimo Land Use and Subdivision
Amendment Bylaw No. 500.407, 2017

Note: This report is not a verbatim recording of the proceedings but a summary of the comments of those in attendance at the Public Hearing.

PRESENT:

Bill Veenhof, RDN	Chair, Electoral Area 'H' Director
Kristy Marks,	RDN Planner
Sarah Preston,	RDN Planning Technician
Helen Sims, Fern Road Consulting	Agent
Diane Alexander	Subject Property Owner

No members of the public attended the meeting.

The Chair called the hearing to order at 6:32 pm, introduced those present representing the Regional District, and outlined the procedures to be followed during the hearing.

Kristy Marks provided an explanation of the proposed amendment bylaw and application process.

The Chair called for formal submissions with respect to Bylaw 500.407, 2017.

No written submissions or comments were received at the hearing.

The Chair called for further submissions for the second time.

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

There being no further submissions, the Chair adjourned the Public Hearing at 6:38 pm.

Certified true and accurate this 31st day of March, 2017.



Sarah Preston
Recording Secretary

Attachment 2
Conditions of Approval

The following is required prior to the “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017” being considered for adoption:

1. The applicant shall register, at the applicant’s expense, a Section 219 Covenant on the property title requiring that the development of the land occur in a manner consistent with the Supply Well Pumping Test Results report prepared by H2O Environmental Ltd., dated November 22, 2016.
2. The applicant shall register, at the applicant’s expense, a Section 219 Covenant on the property title stating that the wells be constructed and tested, and a report from a Professional Engineer (registered in BC) be submitted to the Regional District of Nanaimo prior to final approval of subdivision in accordance with “Policy B1.21 Groundwater – Application requirements for rezoning of un-serviced lands”. No subdivision shall occur until such time that a report from a Professional Engineer (registered in BC) has been completed to the satisfaction of the Regional District of Nanaimo confirming that the wells have been pump tested and certified including well head protection, and that the water meets Canadian Drinking Water Standards.
3. The applicant shall register a Section 219 covenant on the property title prohibiting bare land Strata subdivision as per the *Strata Property Act*.

Attachment 3

Proposed Amendment Bylaw No. 500.407, 2017

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.407**

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

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017”.
- B. “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:

- 1. Under **PART 3 LAND USE REGULATIONS, Section 3.1 Zones** by adding the following zoning classification and corresponding short title after Rural 1 (RU1) Zone:

Rural 1.1 (RU1.1)

- 2. By adding Section 3.4.81.1 (RU1.1)

as shown on Schedule ‘1’ which is attached to and forms part of this Bylaw.

- 3. By rezoning the lands shown on the attached Schedule ‘2’ and legally described as

Lot 13, District Lot 109, Newcastle District, Plan 30254

From Rural 1 Zone (RU1), Subdivision District ‘A’ to Rural 1.1 Zone (RU1.1) Zone, Subdivision District ‘D’

Introduced and read two times this 28th day of February, 2017.

Public Hearing held this 30th day of March, 2017.

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

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

Adopted this ___ day of _____ 20XX.

Chairperson

Corporate Officer

Chairperson

Corporate Officer

Schedule '1'

Section 3.4.81.1

R U R A L 1.1

RU1.1

Permitted Uses and Minimum Site Area

Required Site Area with:

Permitted Uses	Community Water & Sewer System	Community Water System	No Community Services
a) Agriculture	n/a	n/a	n/a
b) Aquaculture	5000 m ²	5000 m ²	5000 m ²
c) Home Based Business	n/a	n/a	n/a
d) Produce Stand	n/a	n/a	n/a
e) Residential Use	n/a	n/a	n/a
f) Silviculture	n/a	n/a	n/a
g) Secondary Suite	n/a	n/a	n/a

Maximum Number and Size of Buildings and Structures

- 1) Accessory buildings combined floor area of 400m²
- 2) Dwelling Units/parcel:
 - a) on a parcel having an area greater than twice the minimum parcel size as established by Schedule '4B Subdivision District – Minimum Parcel Sizes' 2
 - b) on a parcel having an area equal to or less than twice the minimum parcel size as established by Schedule '4B Subdivision District – Minimum Parcel Sizes' 1
- 3) Height 9.0m
- 4) Parcel Coverage 25%

Minimum Setback Requirements

1. All agriculture or farm buildings, structures and uses – in accordance with Section 3.3.10

2. All other buildings and structures

All lot lines	8.0 m
---------------	-------

except where:

- a) the parcel is less than 4000 m² in area then the setback from lot lines may be reduced to 2.0 m from an interior side lot line and to 5.0 m from other lot lines, excluding the front lot line;
- b) any part of a parcel is adjacent to or contains a watercourse then the regulations in Section 3.3.8 shall apply.

Chairperson

Corporate Officer

Schedule '2'



TO: Regional District of Nanaimo Board **DATE:** April 25, 2017

FROM: Greg Keller
Senior Planner **FILE:** PL2016-110

SUBJECT: **Zoning Amendment Application No. PL2016-110**
1682 Cedar Road - Electoral Area 'A'
Amendment Bylaw 500.408, 2017–Third Reading
Lots 3 and 4, Section 16, Range 8, Cranberry District, Plan 2049

RECOMMENDATION

That the Board give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017”.

SUMMARY

The applicant proposes to rezone the subject properties from Commercial 2 (CM2) to Commercial 2.1 (CM2.1) in order to permit automotive repair and accessory vehicle sales. A Public Information Meeting (PIM) was held on January 30, 2017. There were no members of the public in attendance. The Board at its March 18, 2017 meeting received the minutes of the PIM, gave first and second reading to the amendment bylaw, and waived the requirement to hold a Public Hearing in accordance with Section 464(2) of the *Local Government Act*. Notification of the Board’s intent to consider third reading of the Amendment Bylaw on April 25, 2017, has been completed pursuant to Section 467 of the *Local Government Act*.

The requirements set out in the Conditions of Approval are to be completed by the applicant prior to the Board’s consideration of the bylaw for adoption (see Attachment 1 – Conditions of Approval). As the notification requirements of the *Local Government Act* have been satisfied, it is recommended that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” (Bylaw 500.408) be given third reading.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from Anderson Greenplan Ltd. on behalf of Daniel Kern and Michelle Walders to rezone the subject properties in order to permit automotive repair and accessory vehicle sales. Bylaw 500.408 was introduced and given first and second reading on March 28, 2017 (see Attachment 2 – Proposed Amendment Bylaw No. 500.408, 2017). The Board waived the requirement for a Public Hearing in accordance with section 464 of the *Local Government Act* as the proposal is consistent with the Electoral Area ‘A’ Official Community Plan.

Procedural Considerations

If a local government waives the holding of a public hearing under the *Local Government Act*, it must give notice of its intent to consider third reading of the bylaw in accordance with Section 467 of the *Act*. In order to meet the statutory notification requirements for the amendment bylaw, notification of the Board's intent to consider third reading of the bylaw at the regular Board meeting on April 25, 2017, was published on April 18th and 20th in the Nanaimo News Bulletin. Notices were also mailed to owners and tenants in accordance with "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1432, 2005".

As the Public Hearing was waived, any delegations wishing to speak to Bylaw 500.408 must limit comments to matters related to the consistency of Bylaw 500.408 with the Official Community Plan and the waiver of the Public Hearing. Delegations wishing to speak to other aspects of Bylaw 500.408 should not be permitted.

ALTERNATIVES

1. To give third reading to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017".
2. To not give third reading to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017".

Greg Keller
gkeller@rdn.bc.ca
April 5, 2017

Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Conditions of Approval
2. Proposed Amendment Bylaw No. 500.408, 2017

Attachment 1
Conditions of Approval

The following is required prior to the “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017” being considered for adoption:

1. The applicant shall consolidate Lots 3 and 4, Section 16, Range 8, Cranberry District, Plan 2049.
2. The applicant shall obtain all necessary permits from the Ministry of Transportation and Infrastructure for the proposed works within the Cedar Road right-of-way and the unconstructed right-of-way.

Attachment 2

Proposed Amendment Bylaw No. 500.408, 2017

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.408**

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

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017”.
- B. “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
1. Under **PART 2 INTERPRETATION, Section 2.1 Definitions** by adding the following definition after asphalt batch plant:

automotive repair means an establishment which provides mechanical repairs and routine maintenance services to vehicles and vehicle parts within a building.
 2. Under **PART 2 INTERPRETATION, Section 2.1 Definitions** by adding the following definition after vehicle:

vehicle sales means the use of land or buildings for the sale of vehicles.
 3. Under **PART 3 LAND USE REGULATIONS, Section 3.1 Zones** by adding the following zoning classification and corresponding short title after Commercial 2 Zone:

Commercial 2.1 (CM2.1)
 4. By adding Section 3.4.12.1 Commercial 2.1 (CM2.1)

as shown on Schedule ‘1’ which is attached to and forms part of this Bylaw.
 5. By rezoning the lands shown on the attached Schedule ‘2’ and legally described as

Lot 3, Section 16, Range 8, Cranberry District, Plan 2049 and
Lot 4, Section 16, Range 8, Cranberry District, Plan 2049

from Commercial 2 to Commercial 2.1

6. Under **SCHEDULE 3B – OFF STREET PARKING & LOADING SPACES** by adding the following use and required parking spaces to the Commercial use section after Agri-tourism Accommodation

Use	Required Parking Spaces
Automotive Repair	1 per 70 m ² gross floor area plus 1 per service bay

Introduced and read two times this 28th day of March, 2017.

Public Hearing waived in accordance with Section 464(2) of *The Local Government Act*.

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

Adopted this ___ day of _____ 20XX.

Chairperson

Corporate Officer

Chairperson

Corporate Officer

Schedule '1'

Section 3.4.12.1

COMMERCIAL 2.1

CM2.1

Permitted Uses and Minimum Site Area

Required Site Area with:

Permitted Uses	Community Water & Sewer System	Community Water System	No Community Services
a) Funeral Parlour	2000 m ²	4000 m ²	6000 m ²
b) Gas Bar	1000 m ²	1600 m ²	2000 m ²
c) Nursery	4000 m ²	5000 m ²	8000 m ²
d) Office	500 m ²	1000 m ²	1500 m ²
e) Personal Service Use	800 m ²	1600 m ²	2400 m ²
f) Recreation Facility	4000 m ²	5000 m ²	8000 m ²
g) Restaurant	2000 m ²	4000 m ²	6000 m ²
h) Retail Store	1000 m ²	1600 m ²	2000 m ²
i) Automotive Repair	1000 m ²	1600 m ²	2000 m ²

Accessory Uses

a) Residential Use	n/a	n/a	n/a
b) Vehicle Sales	n/a	n/a	n/a

Maximum Number and Size of Buildings and Structures

Dwelling units/parcel	1
Floor area ratio	0.75
Height	11.0 m
Parcel coverage	50%

Minimum Setback Requirements

Front and Other lot lines 4.5 m

except where:

- a) in the case of unenclosed covered entryways, roof overhangs, and canopies the Front and Other lot lines may be reduced to 2.0 metres;
 - b) the adjoining parcel is zoned industrial or commercial then the setback from the common interior side lot line may be reduced to zero;
 - c) any part of a parcel is adjacent to or contains a watercourse then the regulations in Section 3.3.8 shall apply.
-

Other Regulations

For the purpose of this zone:

- a) Vehicle sales:
 - i shall be limited to a maximum of two vehicles for sale on a parcel at any one time;
 - ii shall not be located within the minimum setback requirements of this zone; and,
 - iii shall require a minimum of 1 additional off-street parking space.

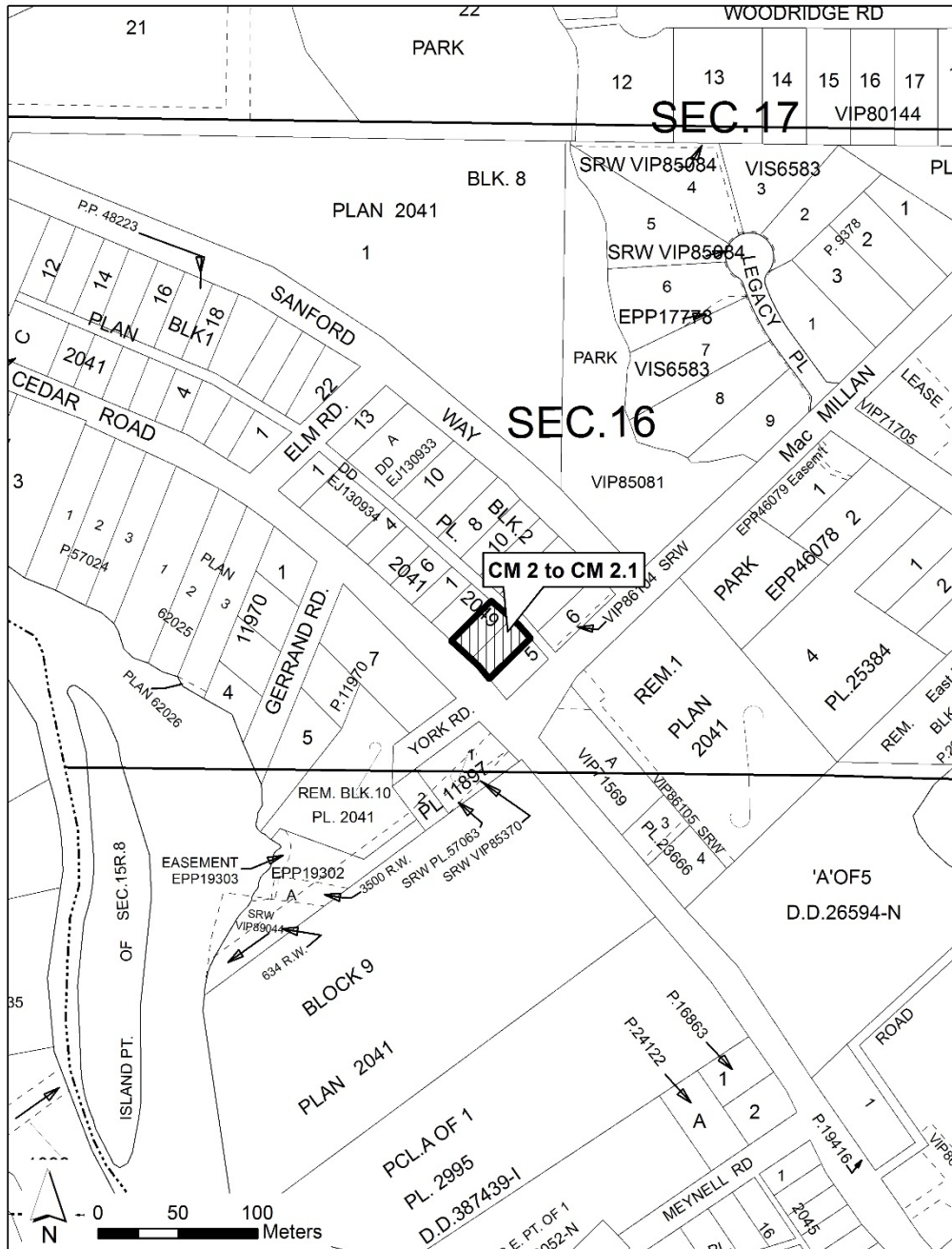
- b) Despite any other regulation in this bylaw, parking and loading spaces:
 - i. shall be permitted within the applicable minimum setback requirements;
 - ii. despite (i.) above, shall not be located within the minimum setback requirement adjacent to Cedar Road or within the minimum setback requirement adjacent to any parcel which is zoned residential.

Schedule '2' to accompany "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.408, 2017".

Chairperson

Corporate Officer

Schedule '2'



TO: Regional District of Nanaimo Board **DATE:** April 25, 2017

FROM: Kristy Marks
Planner **FILE:** PL2011-179

**SUBJECT: Zoning Amendment Application No. PL2011-179
2925 Turnbull Road – Electoral Area ‘H’
Amendment Bylaw No. 500.382, 2013 – Adoption
Lot 2, Block 360, Alberni District, Plan 35096**

RECOMMENDATION

That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.382, 2013”.

SUMMARY/CONCLUSIONS

The proposed Amendment Bylaw No. 500.382 would amend the zoning of the subject property to facilitate a proposed subdivision. The Amendment Bylaw was introduced and read two times on April 23, 2013, proceeded to Public Hearing on May 15, 2013 and received third reading on May 28, 2013 following which the applicant completed the conditions of approval. Given that the applicant has completed the conditions of approval, staff recommend that the Board adopt Amendment Bylaw No. 500.382, 2013.

BACKGROUND

The Regional District of Nanaimo has received an application from Jacqueline Pipes to rezone the subject property from Rural 1, Subdivision District 'B' (8.0 hectare minimum parcel size) to Rural 6, Subdivision District 'D' (2.0 hectare minimum parcel size) in order to facilitate two 2.0 hectare lots. Amendment Bylaw No. 500.382 was introduced and given first and second reading on April 23, 2013 (see Attachment 2 – Proposed Amendment Bylaw No. 500.382). A Public Hearing was held on May 15, 2013 and the Bylaw received third reading on May 28, 2013.

Following the close of a public hearing no further submissions or comments from the public or interested persons can be accepted by members of the Board, as established by legal precedent. In accordance with Section 470 of the *Local Government Act*, a Board member who was not present at the public hearing may vote on the adoption of a bylaw if an oral or written report of the hearing has been given to the member by an officer or employee of the local government or the delegate who conducted the public hearing. As the public hearing and third reading of the Bylaw occurred prior to the 2014 local government elections, the minutes of the public hearing held on May 15, 2013 are included with this

report (see Attachment 1 – Summary of the Public Hearing). As such, having received the minutes of the public hearing, eligible Board members may vote on the Bylaw.

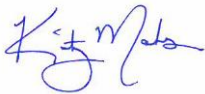
As a condition of rezoning approval, and prior to the adoption of the Bylaw, the applicant was required to complete the following by way of registration of a *Land Title Act* Section 219 covenant:

- The Preliminary Hydrogeological Assessment Report prepared by Lewkowich Engineering Associates Ltd. dated December 27, 2012 be registered on the title of the subject property, and require that future subdivision and construction activities be consistent with the recommendations contained in the report.
- That wells on proposed Lots 1 and 2 be constructed, tested, and a report submitted to the RDN in compliance with Board Policy B1.21 prior to building permit application of any residential dwelling on each parcel created through subdivision (see Well Report Requirements below). In addition, require that the existing well on Lot 3 be tested by a qualified professional and a report submitted to the satisfaction of the Regional District, to ensure the well meets the Canadian Drinking Water Standards, and that a potable water supply of 3.5 m³ (3500L) per day is provided.

The applicant has satisfied the conditions of approval. As such, the Bylaw is presented to the Board for consideration for adoption.

ALTERNATIVES

1. To adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.382, 2013”.
2. To not adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.382, 2013”.



Kristy Marks
kmarks@rdn.bc.ca
April 18, 2017

Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Summary of the Public Hearing
2. Proposed Amendment Bylaw No. 500.382, 2013

Attachment 1

**Summary of the Public Hearing
Held at Lighthouse Community Hall
240 Lion's Way, Qualicum Beach
May 15, 2013 at 7:00 pm
To Consider Regional District of Nanaimo Land Use and Subdivision
Amendment Bylaw No. 500.382, 2013**

Summary of Minutes and Submissions

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

PRESENT:

Bill Veenhoff, RDN	Chairperson, Director, Electoral Area 'H'
Angela Buick, RDN	Planner
Tyler Brown, RDN	Planner
Jacqueline Pipes	Applicant

Two members of the public attended the meeting.

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

The Planner provided an explanation of the proposed amendment bylaw including a description of the proposed addition to the existing commercial building.

The Chairperson called for formal submissions with respect to Bylaw No. 500.382, 2013.

Ed, 475 MacKenzie, spoke to say he was in support of the proposed amendment application.

The Chairperson called for further submissions for the second time.

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

There being no further submissions, the Chairperson adjourned the Hearing at 7:08 pm.

Certified true and accurate this 15th day of May, 2013.

Attachment 2
Proposed Amendment Bylaw No. 500.382, 2013

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 500.382

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

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.382, 2013”.
- B. “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
 - (1) By rezoning the lands shown on the attached Schedule ‘1’ and legally described as Lot 2, Block 360, Alberni District, Plan 35096 from Rural 1 (RU1) Zone, Subdivision District ‘B’ to Residential 6 (RS6) Zone, Subdivision District ‘D’; and Rural 1 (RU1) Zone, Subdivision District ‘CC’ as shown on Schedule 1.

Introduced and read two times this 23rd day of April, 2013.

Public Hearing held this 15th day of May, 2013.

Read a third time this 28th day of May, 2013.

Adopted this ____ day of _____, 20__.

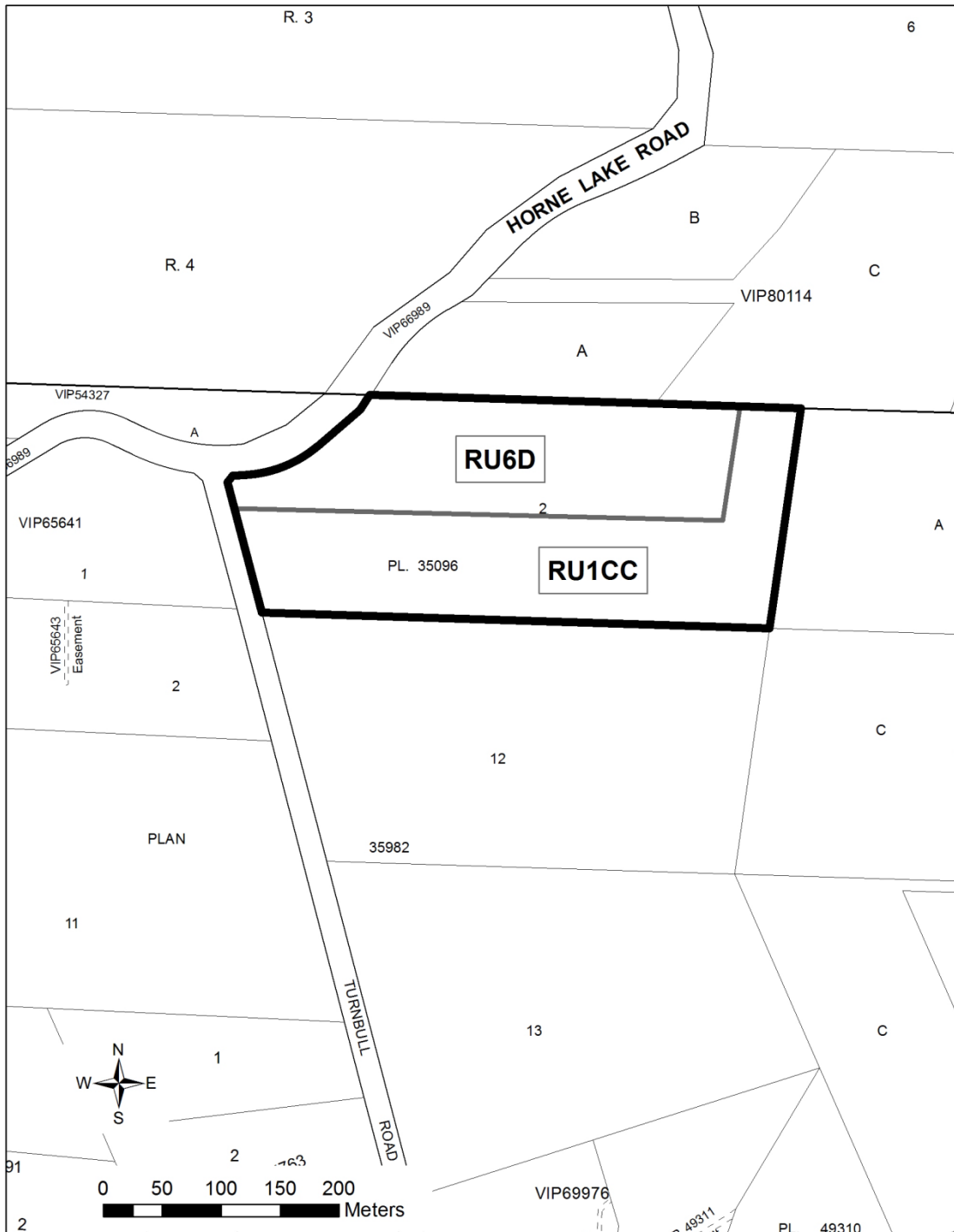
CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

Schedule '1'



TO: Regional District of Nanaimo Board **DATE:** April 25, 2017

FROM: Angela Buick
Planner **FILE:** PL2016-108

**SUBJECT: Zoning Amendment Application No. PL2016-108
Midora Road and Virostko Road,– Electoral Area ‘C’
Amendment Bylaw No. 500.406, 2017 – Adoption
Parcel Z (DD K83923) Section 13, Range 1 and Sections 12 and 13, Range 2, Cranberry
District, Except That Part in Plan VIP86100**

RECOMMENDATION

That the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.

SUMMARY/CONCLUSIONS

The proposed Amendment Bylaw No. 500.406 would rezone a portion of the subject property from Comprehensive Development 19 (CD19) to Residential 2 - Subdivision District ‘J’ (RS2 J) to facilitate a future two-lot subdivision. The amendment bylaw was introduced and given first and second reading on February 28, 2017, then proceeded to Public Hearing on March 7, 2017. The amendment bylaw then received third reading on March 28, 2017 following which the applicant completed the conditions of approval. Given that the applicant has completed the condition of approval, staff recommends that the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.

BACKGROUND

The Regional District of Nanaimo (RDN) has received an application from Wessex Enterprises Ltd. on behalf of Linda and George Addison to rezone a portion of the subject property in order to facilitate a two-lot subdivision. This portion of the subject property would be rezoned from Comprehensive Development 19 (CD19) to Residential 2 - Subdivision District ‘J’ (RS2 J). Amendment Bylaw No. 500.406, 2017 was introduced and given first and second reading on February 28, 2017 (see Attachment 1). A Public Hearing was held on March 7, 2017 and the Bylaw received third reading on March 28, 2017.

Following the close of a Public Hearing no further submissions or comments from the public or interested persons can be accepted by members of the Board, as established by legal precedent. Having received the minutes of the Public Hearing eligible Board members may vote on the Bylaw.

As a condition of rezoning approval, and prior to the adoption of the Bylaw, the applicant was required to complete the following:

- The applicant shall provide the community amenity contribution in the amount of \$3,000 for the Extension Recreation Society as offered by the applicant.

The applicant has satisfied the condition of approval. As such, the Bylaw is presented to the Board for consideration of adoption.

ALTERNATIVES

1. To adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.
2. To not adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.



Angela Buick
abuick@rdn.bc.ca
April 5, 2017

Reviewed by:

- J. Holm, Manager, Current Planning
- G. Garbutt, General Manager, Strategic & Community Development
- P. Carlyle, Chief Administrative Officer

Attachments

1. Proposed Amendment Bylaw No. 500.406, 2017

Attachment 1
Proposed Amendment Bylaw No. 500.406, 2017

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.406**

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

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
 - 1. By rezoning the lands shown on the attached Schedule ‘1’ and legally described as

**Parcel Z (DD K83923) Section 13, Range 1 and Sections 12 and 13, Range 2, Cranberry District,
Except That Part In Plan VIP86100**

from Comprehensive Development 19 (CD19) to Residential 2 - Subdivision District ‘J’ (RS2 J)

Introduced and read two times this 28th day of February 2017.

Public Hearing held this 7th day of March, 2017.

Read a third time this 28th day of March, 2017.

Adopted this ___ day of _____ 20XX.

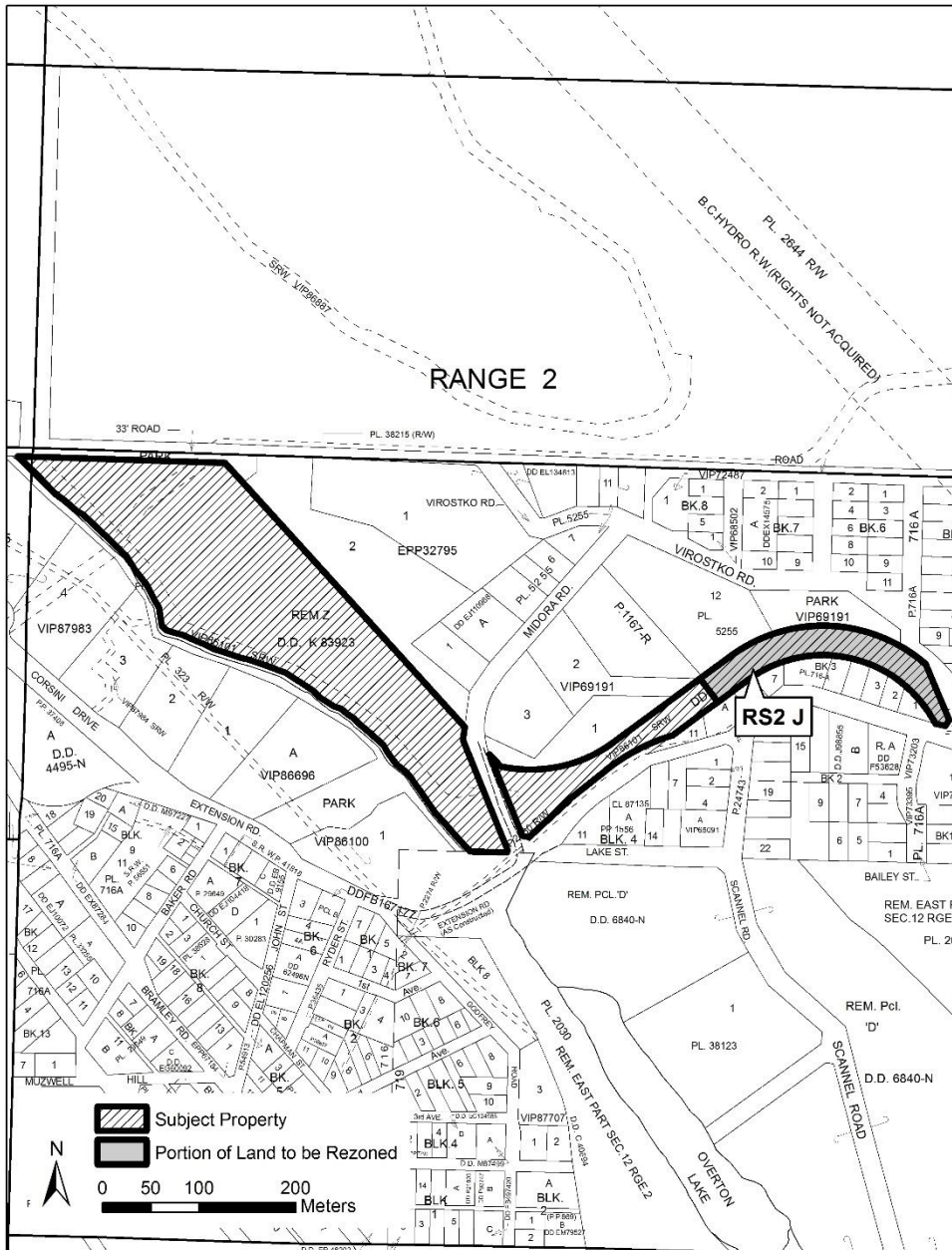
Chairperson

Corporate Officer

Chairperson

Corporate Officer

Schedule '1'



TO: Regional District of Nanaimo Board **MEETING:** April 25, 2017
FROM: Jamai Schile
Senior Planner **FILE:** 6780 30 MA
SUBJECT: Regional Growth Strategy Bylaw 1615.01, 2016 – Minor Amendment Criteria

RECOMMENDATIONS

1. That the Board receive the responses from the affected local governments regarding “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” as set out in Attachment 1 of this report.
2. That “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”, be read a third time.
3. That “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”, be adopted.

SUMMARY

In January 2016, the Regional District of Nanaimo (RDN) initiated a process to amend the Regional Growth Strategy (RGS) to clarify when an amendment may be considered a minor amendment. The proposed bylaw was referred to the affected local governments for acceptance. All of the adjacent regional districts and all of the member municipalities, with the exception of the Town of Qualicum Beach, accepted the proposed bylaw. When a non-acceptance occurs, the RDN is required to enter into a non-binding resolution process.

In response, the Town of Qualicum Beach developed a proposal with alternative wording for the bylaw. This alternative wording was incorporated into the amended bylaw, which received second reading at the January 24, 2017 regular meeting of the RDN Board.

The amended bylaw was subsequently re-referred for acceptance to the affected local governments. Within the 60-day referral period, the RDN received confirmation of acceptance from all affected local governments regarding amendment bylaw “Regional District of Nanaimo Growth Strategy Bylaw No, 1615.01, 2016.

BACKGROUND

The RDN Board gave “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” first and second reading on March 22, 2016. A Public Hearing was held for the proposed amendment on April 13, 2016. The reason for initiating the amendment to the RGS was to address two concerns related to the criteria for minor amendments. The first concern was a perceived conflict between amendments

that are considered minor and amendments not considered minor. The second concern is that it is not clear what is meant by a full OCP review process.

In accordance with a regional growth strategy bylaw minor amendment adoption process, the initial formal letters requesting acceptance of Bylaw No. 1615.01, 2016 were sent to all affected local governments in April 2016. All three of the adjacent regional districts and three of the four municipalities accepted the RGS amendment bylaw. The non-acceptance of the RGS amendment by the Town of Qualicum Beach resulted in the RDN entering into a non-binding resolution process to reach acceptance on alternative wording. Following consultation with member municipalities, staff brought forward alternative wording as proposed by the Town of Qualicum Beach for Board consideration. The revised wording for the RGS bylaw amendment means that an OCP amendment, including lands within the ALR, can be considered minor, provided there is no negative impact to the ALR lands as a result of changes to the OCP. This change addresses the original concern of a perceived conflict between amendments that are considered minor and regular amendments.

At the January 24, 2017 regular meeting of the RDN Board, the Board accepted the revision to the amended bylaw and proceeded to rescind the original bylaw and read the amended Bylaw 1615.01, 2016 a second time.

A second formal letter requesting acceptance of the revised bylaw amendment was sent to the affected local governments in January 2017. All three adjacent regional districts and all four municipalities accepted the proposed RGS bylaw amendment.¹ The formal responses received from the affected local governments are included as Attachment 1. The amended Bylaw No. 1615.01, 2016 can now be considered for adoption.

ALTERNATIVES

1. To proceed with the process for adopting “Regional District of Nanaimo Regional Growth Strategy Bylaw No, 1615.01, 2016.
2. To not proceed with the process for adopting “Regional District of Nanaimo Regional Growth Strategy Bylaw No, 1615.01, 2016.
3. Abandon the bylaw amendment and consider revisions to the section on minor amendments at the next Regional Growth Strategy Review.

FINANCIAL IMPLICATIONS

Staff have reviewed the bylaw and note that the proposed amendment has no implications related to the Board 2016 —2020 Financial Plan.

STRATEGIC PLAN IMPLICATIONS

The Strategic Plan 2016 - 2020 recognizes that the RDN will cooperate and advocate as a region while recognizing the uniqueness of each community. The proposed amendment to the RGS is consistent with this strategic priority as it maintains the provision that a change to the RGS, resulting from a full OCP

¹ The Comox Valley Regional District (ComVRD) was unable to respond within the referral period. Pursuant to the legislation, the ComVRD is deemed to have accepted the bylaw amendment. Staff contacted the Regional District and there was no concerns with the proposed amendment.

review, can be considered through the minor amendment process. The amendment also supports the strategic priority to focus on relationships as the amendment was developed with input from the RDN and the member municipalities.



Jamai Schile
jschile@rdn.bc.ca
April 7, 2017

Reviewed by:

- P. Thompson, Manager, Long Range Planning
- G. Garbutt, General Manager, Community and Strategic Development
- P. Carlyle, Chief Administrative Officer

Attachments:

1. Responses From Affected Local Governments on the request for Acceptance of Revised RGS Amendment Bylaw 1615.01, 2016
2. “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”.



TOWN OF QUALICUM BEACH

INCORPORATED 1942

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Telephone: (250) 752-6921
Fax: (250) 752-1243
E-mail: qbtown@qualicumbeach.com
Website: www.qualicumbeach.com

February 28, 2017

Bill Veenhof, Chair
Regional District of Nanaimo Board
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2
bill.veenhof@shaw.ca

Dear Bill:

**Town of Qualicum Beach accepts the Regional District of Nanaimo's
"Regional Growth Strategy Bylaw No. 1615.01, 2016"**

Council at their February 27, 2017 accepted the "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016" and requested staff notify the Regional District of Nanaimo accordingly.

If you have any questions, please call me at 250.738.2207 (Office Direct) or e-mail: hsvensen@qualicumbeach.com.

Sincerely,

A handwritten signature in cursive script, appearing to read "H. Svensen".

Heather Svensen
Corporate Administrator

/kd

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cc. G. Garbutt; L. Sales



February 21, 2017

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

Attention: Director Bill Veenhof, Board Chair

Dear Mr. Veenhof:

Re: RDN Regional Growth Strategy Amendment – Minor Amendment Criteria Update

This is to advise the following resolution was passed at the February 20, 2017, regular meeting of Council:

- 17-039
1. THAT the correspondence from the Regional District of Nanaimo received February 6, 2017, regarding the Regional Growth Strategy (RGS) Amendment be received.
 2. THAT the Council of the City of Parksville accept the amended "Regional Growth Strategy Bylaw No. 1615.01, 2016" as presented.
 3. THAT the Regional District of Nanaimo be notified accordingly.

Should you have any questions, please contact the undersigned at 250 954-3070.

Yours truly,

SARAH E. ROSS
Deputy Corporate Officer

cc: Phyllis Carlyle, CAO, RDN
Geoff Garburtt, GM, RDN
Paul Thompson, Manager of Long Range Planning, RDN
Jamai Schile, Senior Planner, RDN



District of Lantzville

Incorporated June 2003

February 17, 2017

Via email: pthompson@rdn.bc.ca

Paul Thompson, Manager of Long Range Planning
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Dear Paul Thompson:

RE: Acceptance of Regional Growth Strategy Bylaw No. 1615.01, 2016

District of Lantzville Council, at its regular meeting held on Wednesday, February 15, 2017, considered the January 26, 2017 letter from Director Bill Veenhof, Chair, Regional District of Nanaimo Board, with the attached Regional Growth Strategy Bylaw No. 1615.01, 2016. The letter noted that the RDN was seeking the acceptance of affected local governments during this phase of the amended bylaw process.

This letter is to confirm that on February 15, 2017, Council passed the following motion:

THAT Council accepts the “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”, as presented with the correspondence dated January 26, 2017 from Director Bill Veenhof, Chair, RDN Board.

Please contact me at 250.390.4006 if you require any additional information.

Yours truly,

Trudy Coates
Director of Corporate Administration/Acting CAO

c: F. Limshue, Community Planner, District of Lantzville
Director Bill Veenhof, Chair, RDN Board; Jacquie Hill, Manager of Administrative Services, RDN

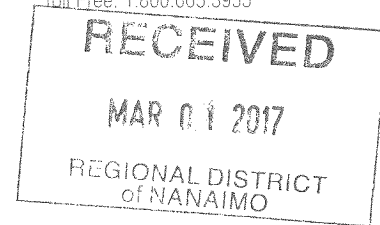
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Duncan, BC V9L 1N8
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Office: 250.746.2500
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Toll Free: 1.800.665.3955



February 23, 2017

Bill Veenhoff, Chair
Regional District of Nanaimo
6300 Hammond Bay Road
NANAIMO BC V9T 6N2

Dear Chair Veenhoff:

Re: **Regional Growth Strategy Bylaw No. 1615.01, 2016 – Acceptance Referral**

Please be advised that the Board of the Cowichan Valley Regional District at its special meeting held February 22, 2017 passed the following resolution:

“That the Regional District of Nanaimo (RDN) be advised that as per section 436(4) of the Local Government Act the CVRD accepts “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”.

Thank you for providing us with the opportunity to comment on this amendment.

Sincerely,

Jon Lefebure,
Chair

JL/sc

Pc: Ross Blackwell, General Manager, Planning & Development
Hamid Hatami, General Manager, Engineering Services



Paul Thompson, Manager of Long Range Planning
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC
V9T 6N2

Dear Mr. Thompson

**Re: Regional Growth Strategy (RGF) Amendment
Regional Growth Strategy Minor Amendment Criteria Update**

At the February 22, 2017 Regional Board, the Alberni-Clayoquot Regional District (ACRD) Board of Directors reviewed the RDN Regional Growth Strategy Minor Amendment Criteria Updates and passed a resolution the ACRD's interests are unaffected.

Thank you for referring the matter to us.

Regards,

Mike Irg, Manager of Planning and Development

REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1615.01, 2016
A Bylaw to Amend
Regional District of Nanaimo
Regional Growth Strategy Bylaw No. 1615, 2011

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

- A. This Bylaw may be cited as “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016”.
- B. The “Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011”, is hereby amended as follows:
1. Under **Schedule A, Part 1.5.1(2) Criteria for Minor Amendments** by deleting:
 - Those that include land in the Agricultural Land Reserve or will negatively impact agricultural lands;

And replacing it with the following:

- Those that will negatively impact agricultural lands or land in the Agricultural Land Reserve;

The Regional Growth Strategy Bylaw was Introduced and read two times on the 22nd day of March 2016

The Board conducted a Public Hearing on the Regional Growth Strategy Bylaw on the 13th day of April 2016

“Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” was accepted by resolution as follows:

- City of Nanaimo on the 16th day of May, 2016
- District of Lantzville on the 9th day of May, 2016
- City of Parksville on the 16th day of May, 2016
- Comox Valley Regional District Board on the 28th day of June, 2016
- Alberni Clayoquot Regional District Board on the 11th day of May, 2016
- Cowichan Valley Regional District Board on the 8th day of June, 2016
- The Town of Qualicum Beach did not accept the bylaw on the 16th day of May, 2016

Second reading was rescinded and the Bylaw was given second reading as amended on the 24th day of January, 2017

“Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016” was accepted by resolution as follows:

- City of Nanaimo on the 27th day of March, 2017
- District of Lantzville on the 17th day of February, 2017
- City of Parksville on the 21st day of February, 2017
- Comox Valley Regional District Board did not consider the bylaw.

- Alberni Clayoquot Regional District Board on the 22nd day of February, 2017
- Cowichan Valley Regional District Board on the 22nd day of February, 2017
- The Town of Qualicum Beach on the 27th day of February, 2017

Read a third time this ____ day of _____, 20XX

Adopted this ____ day of _____, 20XX

Chairperson

Corporate Officer

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1655.06

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

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

AND WHEREAS the Board of the Regional District of Nanaimo wishes to introduce water user rate increases of 2% in accordance with the 2017 Financial Plan;

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

1. Citation

This bylaw may be cited for all purposes as the “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.06, 2017”.

2. Amendment

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

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

3. Effective Date

The effective date of this Bylaw is May 1, 2017.

Introduced and read three times this 28th day of March, 2017.

Adopted this , 2017.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'A'
WATER RATES

1. (a) Calculated on the average daily consumption per unit:
 - i) For the first 0.7 cubic meters per day, \$1.02 per cubic meter.
 - ii) From 0.71 to 1.4 cubic meters per day, \$1.16 per cubic meter.
 - iii) From 1.41 to 2.1 cubic meters per day, \$1.49 per cubic meter.
 - iv) From 2.11 to 2.8 cubic meters per day, \$1.75 per cubic meter.
 - v) From 2.81 to 3.5 cubic meters per day, \$2.35 per cubic meter.
 - vi) Over 3.50 cubic meters per day, \$3.53 per cubic meter.
- (b) Minimum rate is \$0.33 per day.
- (c) Un-metered connections - \$3.06 per day.
- (d) Schools – As per (a) above plus \$80.00 per billing period.
- (e) Un-metered fire lines, \$65.00 per billing period.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1752

**A BYLAW TO REPEAL REGIONAL DISTRICT OF NANAIMO PUMP &
HAUL LOCAL SERVICE ESTABLISHMENT BYLAW NO. 975, 1995**

WHEREAS the Board of the Regional District of Nanaimo wishes to repeal “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”;

AND WHEREAS the consent of the participants has been obtained in accordance with the *Local Government Act*;

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

1. Repeal of Bylaw

“Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995” is repealed in its entirety.

2. Citation

This bylaw may be cited for all purposes as “Regional District of Nanaimo Pump & Haul Local Service Establishment Repeal Bylaw No. 1752, 2017”.

Introduced and read three times this 24th day of January, 2017.

Received the approval of the Inspector of Municipalities this 27th day of March, 2017.

Adopted this ____ day of ____, 2017.

CHAIRPERSON

CORPORATE OFFICER