

REGIONAL DISTRICT OF NANAIMO

REGULAR BOARD MEETING

TUESDAY, APRIL 22, 2008

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

1. CALL TO ORDER

2. DELEGATIONS

Jean Crowder, MP Nanaimo-Cowichan, re Constituency Update.

9 **Jean Blackburn, Vice-President Malaspina Faculty Association, re Provincial Cuts to Malaspina.**

Kenn Whiteman, President Port Alberni Tall Ships Society, re Tall Ship Festival.

3. BOARD MINUTES

10-22 Minutes of the regular Board meeting held March 25, 2008 and special Board meeting held April 8, 2008.

4. BUSINESS ARISING FROM THE MINUTES

5. COMMUNICATIONS/CORRESPONDENCE

23-24 **B. & V. Field, re Support for Rural Streetlighting Bylaw No. 791.16, 2008 – Area ‘H’.**

6. UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 787.08 – Regional District of Nanaimo Building Inspection Service Amendment – Area ‘H’. (All Directors – One Vote)

That “Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.08, 2008” be adopted.

This bylaw is to amend the boundaries to include the property legally described as Lot 2, District Lot 36, Plan VIP61726, Newcastle Land District and located at 85 Henry Morgan Drive in Electoral Area ‘H’ into the Building Inspection Service Area.

Bylaw No. 791.16 – Rural Streetlighting Local Service Area Amendment – Area ‘H’. (All Directors – One Vote)

That “Rural Streetlighting Local Service Area Amendment Bylaw No. 791.16, 2008” be adopted.

This bylaw is to amend the boundaries to include 38 properties located on Bovanis Road, Nile Road, Henson Road, and Chico Road in Electoral Area ‘H’ into the Rural Streetlighting Local Service Area.

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

25-27 Minutes of the Electoral Area Planning Committee meeting held April 8, 2008. (for information)

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60730 and Request for Acceptance of a Combination of Park Land and Cash in-lieu-of Park Land – Fern Road Consulting Ltd., on behalf of Pardiac – Adjacent to Gainsberg and Pearl Roads – Area ‘H’. (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That Development Permit Application No. 60730 submitted by Fern Road Consulting Ltd., on behalf of P. Pardiac, in conjunction with the subdivision of the parcel legally described as Lot 17, District Lot 27, Newcastle District, Plan 38181 and designated within the Environmentally Sensitive Features, Development Permit Area, be approved subject to the conditions outlined in Schedules No. 1 and 2, as amended, of the corresponding staff report.*
- 2. That the combination of park land and cash in-lieu-of park land proposal, in the amount and location as shown on Schedule No. 2 of the staff report, be accepted subject to the conditions set out in Schedule No. 3 of the staff report.*

Development Permit Application No. 60812 and Request for Relaxation – M. Wilson on behalf of Gilchrist – 1458 Raines Road – Area ‘A’. (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That Development Permit Application No. 60812, submitted by M. Wilson, on behalf of T. & M. Gilchrist, in conjunction with the subdivision of the parcel legally described as Lot 1, Section 18, Range 7, Cranberry District, Plan 20029, Except Parts in Plans 28748, 28749 and VIP82999 and designated within the Streams, Nest Trees and Nanaimo River Floodplain and Fish Habitat Development Permit Areas, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.*

2. *That the request for relaxation of the minimum 10% frontage requirement for the Proposed Remainder of Lot 1, as shown on the plan of subdivision of Lot 1, Section 18, Range 7, Cranberry District, Plan 20029, Except Parts in Plans 28748, 28749 and VIP82999, be approved.*

Development Permit Application No. 60815 – Henn – 4307 Eva Road – Area ‘H’. (Electoral Area Directors except EA ‘B’ – One Vote)

That Development Permit Application No. 60815, to construct a dwelling unit and recognize the siting of an existing garage within the Natural Hazards Development Permit Area pursuant to "Electoral Area 'H' Official Community Plan Bylaw No. 1335, 2003" for the property legally described as Lot 1, District Lot 36, Newcastle District, Plan 27764 be approved subject to the conditions outlined in Schedules No. 1 to 3 as amended.

OTHER

Electoral Area ‘G’ Official Community Plan – Bylaw No. 1540, 2008. (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held Tuesday, March 18, 2008, together with all written submissions to the Public Hearing on "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008" be received.*
2. *That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008" be granted 3rd reading with amendments as recommended in Schedule No. 1 of the staff report.*
3. *That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008" be forwarded to the Ministry of Community Services for consideration of approval.*

Electoral Area ‘A’ Official Community Plan Land Inventory Results. (Electoral Area Directors except EA ‘B’ – One Vote)

That the Board receive the Electoral Area 'A' Cedar Village Centre and Suburban Residential land use designations land inventory attached as Schedule No. 1.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

28-33

Minutes of the Committee of the Whole meeting held April 8, 2008. (for information)

DELEGATIONS

Neil Malbon, McLean Mill National Historic Site, & Doug Backhouse, Island Corridor Foundation, re Arrowsmith Explorer Project. (All Directors – One Vote)

That the Board send a letter to the McLean Mill National Historic Site in support of the Arrowsmith Explorer project.

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Bylaw Contravention – 3130 Northwood Road – Area ‘C’. (All Directors – One Vote)

Delegations wishing to speak to Notice of Bylaw Contravention at 3130 Northwood Road – Area ‘C’.

That staff be directed to register a Notice on title pursuant to Section 57 of the Community Charter after a 30 day period and should the outstanding bylaw contraventions not be resolved within ninety (90) days following registration, that legal action be taken to ensure Lot 6, Section 13, Range 2, Mountain Land District, Plan 30985, is in compliance with the “Regional District of Nanaimo Building Regulation & Fees Bylaw No. 1250, 2001”.

PLANNING

City of Nanaimo OCP Amendment Application (OCP 00037) and Municipal Boundary Extension, Cable Bay Lands – Electoral Area ‘A’ Referrals. (All Directors – One Vote)

That the Regional District Board receive this report for information and provide this report as the RDN’s comments on the City of Nanaimo’s referrals on the OCP Amendment Application No. OCP 00037 and the Municipal Boundary Extension, Cable Bay Lands – Electoral Area ‘A’.

City of Nanaimo Draft OCP Referral. (All Directors – One Vote)

That the Regional District of Nanaimo Board receive this report for information and that the comments provided in the report be forwarded to the City of Nanaimo for consideration in the next draft of the City’s OCP.

ENVIRONMENTAL SERVICES

LIQUID WASTE

Trucked Liquid Waste Disposal Bylaw Amendment No. 988.08. (All Directors – One Vote)

1. *That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.08, 2008" be introduced for three readings.*

(All Directors – 2/3)

2. *That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.08, 2008" be adopted.*

Greater Nanaimo Pollution Control Centre Expansion and Upgrading Strategy – Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547. (Nanaimo & Lantzville – Weighted Vote)

That "Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547, 2008" be introduced for first and second readings and be forwarded for a public consultation meeting scheduled for May 7, 2008.

French Creek Pollution Control Centre Expansion and Upgrading Strategy – Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442.02. (Parksville, Qualicum Beach, Electoral Areas 'E', 'F' – Weighted Vote)

That "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.02, 2008" be introduced for first and second readings and be forwarded for a public consultation meeting scheduled for May 14, 2008.

SOLID WASTE

Residential Food Waste Collection Field Test – Progress Report. (All Directors – One Vote)

That the Board receive the Residential Food Waste Collection Field Test progress report for information.

BC Product Stewardship Council. (All Directors – One Vote)

1. *That the Board approve the revised Terms of Reference for the BC Product Stewardship Council.*

(All Directors – Weighted Vote)

2. *That the Board approve the RDN providing annual financial support in the amount of \$1,000 to the BC Product Stewardship Council.*

UTILITIES

French Creek Sewer Local Service Area Amendment Bylaw No. 813.42 & Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.48 – Inclusion of 622 Johnstone Road – Area ‘G’. (All Directors – One Vote)

1. *That “French Creek Sewer Local Service Area Amendment Bylaw No. 813.42, 2008” be introduced and read three times.*
2. *That “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.48, 2008” be introduced and read three times.*

RECREATION AND PARKS SERVICES

PARKS

UBCM Community Tourism Program Phase II. (Electoral Area Directors – Weighted Vote)

1. *That the application for the UBCM Community Tourism Program, Phase II, be approved to conduct a feasibility study for the E & N Rail by Trail Initiative and related outcomes from the study, and for the development of a park management plan for the 707 acre community park on Gabriola Island; and the Terms and Conditions of the program be accepted.*

(All Directors – Weighted Vote)

2. *That Lanarc Consultants be retained as per the proposal outlined in Appendix 1 to conduct the E & N Trail by Rail feasibility study upon confirmation of receiving UBCM Tourism Program Phase II funding.*

COMMISSION, ADVISORY & SELECT COMMITTEE

East Wellington/Pleasant Valley Parks and Open Space Advisory Committee. (All Directors – One Vote)

That the minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held January 21, 2008 (no quorum) and March 3, 2008 be received for information.

Lease of Meadow Drive Community Park – Area ‘C’ – Updated Report. (All Directors – Weighted Vote)

That the RDN enter into a Land Use Lease as detailed in Attachment 1, Option 5, for a section of Meadow Drive Community Park, legally described as Lot 11, Section 14, Range 4, Mountain Land District, Plan VIP800079, for a twenty year term commencing April 1, 2008 and ending February 29, 2028, to be used as a training area for the Mountain Fire Protection Improvement District (50 metres/0.805 acres).

District 69 Recreation Commission. (All Directors – One Vote)

1. *That the minutes of the District 69 Recreation Commission meeting held March 20, 2008 be received for information.*

(All Directors – Weighted Vote)

2. *That the Regional District of Nanaimo approve the Sublease with the Parksville Curling Club Society for the use of the District 69 Arena for the term of April 1, 2008 to March 31, 2013.*

Electoral Area 'A' Recreation and Culture Commission. (All Directors – One Vote)

That the minutes of the Electoral Area 'A' Recreation and Culture Commission meeting held March 12, 2008 be received for information.

Transit Select Committee. (All Directors – One Vote)

1. *That the minutes of the Transit Select Committee meeting held March 27, 2008 be received for information.*

(All Directors – Weighted Vote)

2. *That the 2008/2009 Annual Operating Agreement (AOA) with BC Transit be approved.*

(Nanaimo, Lantzville, Parksville, Qualicum Beach, Electoral Areas 'A', 'C', 'E', 'G' – Weighted Vote)

3. *That the Nanaimo Regional Transit Business Plan be approved as a guide for transit service planning and delivery in the Nanaimo region.*
4. *That the Key Performance Indicators and the Service Design Guidelines developed by BC Transit and the RDN be approved as the basis for monitoring and evaluating the transit service.*
5. *That the Short and Medium Range Service Proposals and the Supporting Strategies be approved in principle and that staff be directed to proceed with more detailed planning work for the proposals scheduled for implementation in March and September, 2009 as part of the annual budget cycle.*

District 69 Community Justice and Safety Support Services Select Committee. (Resolution from the meeting held March 13, 2008). (All Directors – One Vote)

That the Committee consider reviewing an adjustment to the requisition for the D69 Community Justice service in conjunction with the 2009 budget development.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

8. ADMINISTRATOR'S REPORTS

34-37 **Electoral Area 'G' Parks and Open Space Advisory Committee – Revised Terms of Reference. (All Directors – One Vote)**

38-41 **Electoral Area 'B' Community Parks Local Service Amendment Bylaw No. 799.08. (All Directors – One Vote)**

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

That pursuant to Section 90(1) (e) and (g) of the Community Charter the Board proceed to an In Camera meeting to consider items related to land and legal issues.

Lee, Clair

From: Lynda Milne [milnelk@mala.ca]
Sent: April 2, 2008 2:36 PM
To: Lee, Clair
Subject: Delegation to the April 22 Board Meeting

The Malaspina Faculty Association would like to send a delegation to speak at the April 22nd Board Meeting of the Regional District of Nanaimo.

~~Jean Blackburn, Vice-President of the Malaspina Faculty Association, will be speaking about the recent provincial cuts to the BC Post-Secondary system and to Malaspina in particular, and requesting that the Board pass the following motion:~~

"That the Regional District of Nanaimo Board write the Minister of Advanced Education and express its concern over the proposed cuts to operating grants for post-secondary institutions and the impacts that those cuts will have on affordability and access for students from this community - and on the ability of Malaspina University-College to continue serving our community."

Thank you for considering this request. We look forward to hearing from you.

Lynda Milne, MFA office manager

Building 360, Room 108

250-740-6339

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 25, 2008, AT 7:03 PM IN THE
RDN BOARD CHAMBERS

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director B. Sperling	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director S. Herle	City of Parksville
Alternate	
Director M. Wansink	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director D. Brennan	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Manhas	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director M. Unger	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Sr. Mgr. of Corporate Administration
N. Avery	Gen. Mgr., Finance & Information Services
T. Osborne	Gen. Mgr. of Recreation & Parks
J. Finnie	Gen. Mgr. of Environmental Services
P. Thorkelsson	Gen. Mgr. of Development Services
D. Trudeau	Gen. Mgr. of Transportation Services
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Director Wansink to the Board meeting.

The Chairperson advised the Board of the passing of Judge Ralph Hutehison, who was very active in the development of parks and trails within the Regional District for a number of years.

DELEGATIONS

Philip Nelson, Landsolutions, & Alastair King, Zero Emissions Development (ZED), re Renewable Energy Proposal on RDN Parkland – Gabriola Island – Area ‘B’.

Mr. Nelson, Manager of Renewable Energy, Landsolutions, provided information regarding a renewable energy proposal in the form of a 10MW wind farm, on Regional District park lands located on Gabriola Island.

Duane Round, Parksville Lions Housing Society, re Relaxation of Development Cost Charges.

Mr. Round provided an overview of the Parksville Lions Housing Society's proposed redevelopment of an existing affordable housing unit to expand it from the current 6 units to a possible 36 units. The Society is requesting a 100% relaxation of the RDN development cost charges associated with this development.

BOARD MINUTES

MOVED Director Korpan, SECONDED Director McNabb, that the minutes of the regular Board meeting held February 26, 2008 and the special Board meeting held March 11, 2008 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

B. Carlton, FCM, re Residential Food Waste Collection Field Test.

MOVED Director Korpan, SECONDED Director McNabb, that the correspondence from the Federation of Canadian Municipalities regarding FCM's financial contribution to the residual food waste collection field test be received.

CARRIED

J. Les, Solicitor General, re Funding to Victim Services & Restorative Justice Programs.

MOVED Director Korpan, SECONDED Director McNabb, that the correspondence from the Solicitor General in answer to the District's request for improved funding for victim services and restorative justice programs from both federal and provincial levels of government, be received.

CARRIED

UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 787.07.

MOVED Director Bartram, SECONDED Director McNabb, that "Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.07, 2008" be adopted.

CARRIED

Bylaw No. 947.03.

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Sewerage Facilities Local Service Area Amendment Bylaw No. 947.03, 2008" be adopted.

CARRIED

Bylaw No. 500.333.

MOVED Director Burnett, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006" be adopted.

CARRIED

Bylaw No. 500.342.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.342, 2007" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Biggemann, that the minutes of the Electoral Area Planning Committee meeting held March 11, 2008 be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

P. & C. Roberts, re Electoral Area 'G' Official Community Plan.

The Chairperson noted that this correspondence was received at the Electoral Area Planning Committee meeting.

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60744 – Adjacent to Lions Way and the Island Highway No. 19A – Area 'II'.

MOVED Director Bartram, SECONDED Director Biggemann, that Development Permit Application No. 60744 submitted by Fern Road Consulting Ltd., on behalf of A. Dorfer, in conjunction with the subdivision on the parcel legally described as Lot 3, District Lot 20, Newcastle District, Plan 6994, Except That Part in Plan 31190 and designated within the Environmentally Sensitive Features, Fish Habitat and Natural Hazards Development Permit Areas, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

Development Permit Application No. 60746 – 2180 South Wellington Road – Area 'A'.

MOVED Director Burnett, SECONDED Director Bartram, that Development Permit Application No. 60746 to permit the construction of three additional mini storage buildings on the property legally described as Lot A, Section 11, Range 7, Cranberry District, Plan VIP76453 be approved subject to the conditions outlined in Schedules No. 1 to 4 of the corresponding staff report.

CARRIED

Development Permit Application No. 60803 – 3668 Horne Lake Caves Road – Area 'H'.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. 60803, to permit construction of a residential accessory building with a minimum real lot line setback of 3 metres (10 feet) from the natural boundary of Horne Lake on the subject property located at 3668 Horne Lake Caves Road, be approved.

CARRIED

Director Holme left the meeting citing a possible conflict of interest with the next item.

DEVELOPMENT PERMIT APPLICATIONS WITH VARIANCE

Development Permit Application No. 60804 and Request for 10% Frontage Relaxation – Adjacent to Northwest Bay Road – Area ‘E’.

MOVED Director Bartram, SECONDED Director Biggemann, that Development Permit Application No. 60804 submitted by JE Anderson, BCLS, on behalf of Timberstone Developments Ltd., in conjunction with the subdivision on the parcel legally described as Lot 1, District Lot 68, Nanoose District, Plan 3940 Except for Part in Plan VIP80339 and designated within the Sensitive Ecosystem Protection, Water Protection and Farm Land Protection Development Permit Areas, be approved subject to the conditions outlined in Schedules No. 1, 2, 3 and 4 of the corresponding staff report.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the request for relaxation of the minimum 10% frontage requirement for proposed Lots 14, 15, 16, 19, 20, 21 and 24 be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that staff be directed to meet with the applicant to ensure that subdivision-related issues as outlined in the staff report with respect to proposed Lots 23 and 24 concerning septic disposal, minimum parcel size and status of the two existing wells can be resolved to the satisfaction of the Regional District in conjunction with the subdivision process.

CARRIED

Director Holme returned to the meeting.

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90715 – D’Angelo – 335 Butler Avenue – Area ‘G’.

MOVED Director Bartram, SECONDED Director Holme, that Development Variance Permit Application No. 90715, to legalize the siting of an existing accessory building with a minimum front lot line setback of 2.4 m on the subject property legally described as Lot F, District Lot 12, Nanoose District, Plan 30913 located on Butler Avenue, be approved and that a building permit be obtained.

CARRIED

Development Variance Permit Application No. 90803 – 3680, 3676 & 3672 Horne Lake Caves Road – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holme, that Development Variance Permit Application No. 90803, to permit the construction of two separate concrete retaining walls with an interior side yard setback of 0 metres, on the subject property legally described as Lots 51, 52 & 53, District Lot 251, Alberni District, Electoral Area ‘H’, located on Horne Lake Caves Road, be approved subject to the conditions outlined in Schedules No. 1 to 3.

CARRIED

Development Variance Permit Application No. 90805 – 1021 Koskimo Road – Area ‘F’.

MOVED Director Biggemann, SECONDED Director Bartram, that Development Variance Permit Application No. 90805 submitted by Fern Road Consulting Ltd., on behalf of Peter and Sandra Carr, in conjunction with the subdivision on the parcel legally described as Lot 35, Block 359, Newcastle District, Plan 41094, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Holdom, SECONDED Director Unger, that the minutes of the Committee of the Whole meeting held March 11, 2008 be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Petition re Hamilton Marsh.

MOVED Director Holdom, SECONDED Director Brennan, that the Hamilton Marsh petitions be received.

CARRIED

CORPORATE ADMINISTRATION SERVICES

2008 Meeting Schedule.

MOVED Director Brennan, SECONDED Director Herle, that the 2008 meeting schedule be received for information and, as has been the practice since 2006, the August Committee meetings be cancelled.

CARRIED

Legal Services Contract Extension.

MOVED Director Korpan, SECONDED Director McNabb, that the Board extend its legal services agreements with Staples McDannold Stewart in the area of municipal law and Harris & Co. in the area of labour law for an additional two year term expiring February 2010.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Regional District of Nanaimo 2008 to 2013 Financial Plan Bylaw No. 1542.

MOVED Director Brennan, SECONDED Director Herle, that "2008 to 2013 Financial Plan Bylaw No. 1542, 2008" be introduced and read three times.

CARRIED

MOVED Director Holdom, SECONDED Director Herle, that "2008 to 2013 Financial Plan Bylaw No. 1542, 2008" having received three readings be adopted.

CARRIED

2008 Parcel Tax Rate Bylaws – Water Services Bylaw No. 1544; Sewer Services Bylaw No. 1545; Driftwood Water Supply Service Area Amendment Bylaw No. 1336.05; Barclay Crescent Sewer Service Area Amendment Bylaw No. 1483.02.

Bylaw No. 1544.

MOVED Director Holme, SECONDED Director Burnett, that "Water Services Parcel Tax Rates Bylaw No. 1544, 2008" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Water Services Parcel Tax Rates Bylaw No. 1544, 2008" having received three readings be adopted.

CARRIED

Bylaw No. 1545.

MOVED Director Holme, SECONDED Director Burnett, that "Sewer Services Parcel Tax Rates Bylaw No. 1545, 2008" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Sewer Services Parcel Tax Rates Bylaw No. 1545, 2008" having received three readings be adopted.

CARRIED

Bylaw No. 1336.05.

MOVED Director Holme, SECONDED Director Burnett, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.05, 2008" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.05, 2008" having received three readings be adopted.

CARRIED

Bylaw No. 1483.02.

MOVED Director Holme, SECONDED Director Burnett, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.02, 2008" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.02, 2008" having received three readings be adopted.

CARRIED

Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.03.

MOVED Director Holme, SECONDED Director Burnett, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.03, 2008" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.03, 2008" having received three readings be adopted.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Building Inspection Service Bylaw Amendment Bylaw No. 787.08 -- Area 'H'.

MOVED Director Bartram, SECONDED Director Korpan, that "Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.08, 2008" be introduced and read three times.

CARRIED

Notice of Bylaw Contravention – 2419 Yellow Point Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director Bartram, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and should the outstanding bylaw contraventions not be resolved within ninety (90) days, that legal action be pursued to ensure Lot B, Section 8, Range 3, Cedar District, Plan VIP66503, is in compliance with the “Regional District of Nanaimo Building Regulation and Fees Bylaw No. 1250, 2001”.

CARRIED

PLANNING

Regional Growth Strategy Review 2007-2008.

MOVED Director Holdom, SECONDED Director Herle, that the Board receive the attached background paper entitled Regional Growth Strategy Review 2007 – 2008: An Assessment of Regional Growth Management Related Challenges and Opportunities.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE

Funding Agreement for Greater Nanaimo Pollution Control Centre – Gravity Thickeners Project & French Creek Pollution Control Centre – Solids Contact Tank Expansion Project.

MOVED Director Holme, SECONDED Director Manhas, that the Board approve the execution of the funding agreement between the Regional District of Nanaimo and the Union of British Columbia Municipalities for the Greater Nanaimo Pollution Control Centre – Gravity Thickeners project and the French Creek Pollution Control Centre – Solids Contact Tank Expansion project.

CARRIED

Regional Liquid Waste Advisory Committee – Proposed Amended Terms of Reference and Public Consultation Plan.

MOVED Director Holme, SECONDED Director Herle, that the Board approve the Terms of Reference dated March 2008 for the Regional Liquid Waste Advisory Committee.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that the Board approve the Public Consultation Plan dated March 2008 for the Liquid Waste Management Plan Review.

CARRIED

Liquid Waste Management Planning Bylaw No. 1543.

MOVED Director Holme, SECONDED Director Bartram, that \$38,000 from the Electoral Areas Community Works funds be used to support the 2008 Liquid Waste Management Plan review.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that Regional District of Nanaimo “Liquid Waste Management Planning Service Establishment Bylaw No. 1543, 2008” be introduced, read three times and forwarded to the Ministry of Community Services for approval.

CARRIED

UTILITIES

Rural Streetlighting Local Service Area Boundary Amendment Bylaw No. 791.16 – Area ‘H’.

MOVED Director Bartram, SECONDED Director Holdom, that “Rural Streetlighting Local Service Area Amendment Bylaw No. 791.16, 2008” be introduced and read three times.

CARRIED

City of Parksville/Regional District of Nanaimo Water Supply Agreement.

MOVED Director Herle, SECONDED Director Holme, that the Board direct staff to execute the City of Parksville/Regional District of Nanaimo Water Supply Agreement with the City of Parksville for a 5 year period commencing May 1, 2008.

CARRIED

Fairwinds Water Service Area – Release of Reserve Funds.

MOVED Director Holme, SECONDED Director Holdom, that the Board approve the release of up to \$70,000 from the Fairwinds Water Service Area reserve fund for the engineering design and construction of a new water main connecting Redden Road and Sherbrooke Road.

CARRIED

TRANSPORTATION SERVICES

Transit Special Event Application.

MOVED Director Holme, SECONDED Director Biggemann, that the Transit Special Events request by the Artist Response Team Society, for transit service to be provided to the Nanoose Bay School to transport students and teachers to the Voices of Nature concert on April 10, 2008 be approved.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Intergovernmental Advisory Committee.

MOVED Director Holme, SECONDED Director Manhas, that the minutes of the Intergovernmental Advisory Committee meeting held February 14, 2008 be received for information.

CARRIED

Electoral Area ‘F’ Parks and Open Space Advisory Committee.

MOVED Director Biggemann, SECONDED Director McNabb, that the minutes of the Electoral Area ‘F’ Parks and Open Space Advisory Committee meeting held February 18, 2008 be received for information.

CARRIED

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director McNabb that the minutes of the District 69 Recreation Commission meeting held February 21, 2008 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Regional District of Nanaimo enter into a five year lease agreement with the City of Parksville for the lands on which the District 69 Arena is located for a term from May 1, 2008 to April 30, 2013.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the following District 69 Recreation Community and Youth Recreation Grants be approved:

Youth Recreation Grants:	
<i>Community Group</i>	<i>Recommended</i>
Ballenas Secondary School Dry Grad Committee (Entertainment and rental costs)	1,250
Ballenas Whalers Football (equipment)	2,500
District 69 Family Resource Association (Youth mentorship recreation activities)	1,250
Oceanside Baseball (batting cage lighting)	2,500
Oceanside Community Arts Council (Youth art program costs)	1,000
Oceanside Youth Football Association (goal posts)	2,500
Community Recreation Grants:	
<i>Community Group</i>	<i>Recommended</i>
District 69 Family Resource Association (Preschool play area)	2,000
Errington Therapeutic Riding Association (Program expenses and equipment)	1,000
Lighthouse Country Trail Group (Equipment for trail workers)	656
Lighthouse Recreation Commission (program costs)	2,260
Nanoose Bay Parent's Advisory Council (Accessible playground project)	1,370
Oceanside Eagles Senior Ball Team (uniforms and equipment)	1,800
Oceanside Floor Curlers (vests)	1,000
Vancouver Island Opera (production costs)	1,000
	CARRIED

ADDENDUM

ENGINEERING

Chartwell Projects Legal Settlement – Area ‘G’.

MOVED Director Brennan, SECONDED Director McNabb, that the Board accept the staff report on the Chartwell Projects legal settlement for information.

CARRIED

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Electoral Area ‘A’ Parks & Greenspace Advisory Committee.

MOVED Director Burnett, SECONDED Director Bartram, that the minutes of the Electoral Area ‘A’ Parks and Greenspace Advisory Committee meeting held January 17, 2008 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that staff investigate a possible access to Holden Lake via Bean Road and report back to the Committee.

CARRIED

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

MOVED Director Holme, SECONDED Director McNabb, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held February 4, 2008 be received for information.

CARRIED

Regional Parks and Trails Advisory Committee.

MOVED Director McNabb, SECONDED Director Burnett, that the minutes of the Regional Parks and Trails Advisory Committee meeting held March 4, 2008 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Burnett, that the Natures Trust of BC request for funding for the Brant Wildlife Festival be referred to the District 69 Recreation Community Grants Program.

CARRIED

MOVED Director McNabb, SECONDED Director Korpan, that staff develop a Volunteer Park Warden Program for Regional Parks and Trails for implementation in 2008.

CARRIED

District 69 Community Justice Select Committee.

MOVED Director Biggemann, SECONDED Director Holme, that the minutes of the District 69 Community Justice and Safety Support Services Select Committee meeting held March 13, 2008 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director Biggemann, that a letter be sent to J. Lunney, MP and R. Cantelon, MLA, highlighting the lack of funding for Restorative Justice Programs and asking that they request funding from the Federal and Provincial Governments for the Oceanside Restorative Justice Program similar to the funding levels available to Victim Services Programs.

CARRIED

ADMINISTRATOR'S REPORTS

Meadowood Fire Service Parcel Tax Bylaw No. 1546 – Area 'F'.

MOVED Director Biggemann, SECONDED Director Bartram, that "Meadowood Fire Service Parcel Tax Rate Bylaw No. 1546, 2008" be introduced for first three readings.

CARRIED

MOVED Director Biggemann, SECONDED Director Bartram, that "Meadowood Fire Service Parcel Tax Rate Bylaw No. 1546, 2008" having received three readings be adopted.

CARRIED

ADDENDUM

Local Calling Between the Nanaimo and Cowichan Valley Regional Districts.

MOVED Director Burnett, SECONDED Director Korpan, that the Regional District of Nanaimo not pursue a local calling area with the Cowichan Valley Regional District and that staff correspond with Telus and the Cowichan Valley Regional District accordingly.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Parksville Lions Housing Society – Relaxation of Development Cost Charges.

MOVED Director Herle, SECONDED Director Bartram, that the Parksville Lions Housing Society's request for relaxation of development cost charges be referred to staff and that a report be prepared for the Board's consideration.

CARRIED

Renewable Energy Proposal on RDN Parkland – Area 'B'.

MOVED Director Sperling, SECONDED Director McNabb, that staff investigate the wind farm proposal for the 707 acre community park located on Gabriola Island and report back to the Board.

CARRIED

IN CAMERA

MOVED Director McNabb, SECONDED Director Holdom, that pursuant to Section 90(1)(c), (e) and (g) of the *Community Charter* the Board proceed to an In Camera meeting to consider items related to personnel, land and legal issues.

CARRIED

ADJOURNMENT

MOVED Director McNabb, SECONDED Director Holdom, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 7:46 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SPECIAL BOARD MEETING
HELD ON TUESDAY, APRIL 8, 2008, AT 8:34 PM
RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director B. Sperling	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Alternate	
Director D. Heenan	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Alternate	
Director B. Dempsey	District of Lantzville
Director L. McNabb	City of Nanaimo
Alternate	
Director J. Cameron	City of Nanaimo
Director J. Manhas	City of Nanaimo
Director M. Unger	City of Nanaimo
Director D. Brennan	City of Nanaimo
Director B. Holdom	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
J. Finnie	General Manager, Environmental Services
T. Osborne	General Manager, Recreation & Parks
P. Thorkelsson	General Manager, Development Services
N. Avery	Gen. Manager, Finance & Information Services
J. Pope	A/General Manager, Transportation Services
N. Tonn	Recording Secretary

ADMINISTRATOR'S REPORTS

Community Sewer Connection – Red Gap Village Centre – Area ‘E’.

MOVED Director Holme, SECONDED Director Herle, that the Board approve proceeding with a preliminary engineering and cost estimate study for servicing the Red Gap centre in Nanoose Bay by using \$3,900 in existing feasibility study funds and recovering the estimated balance of approximately \$6,100 from the new sewer service area, if established, or if not established by tax requisition from Electoral Area ‘E’.

CARRIED

NEW BUSINESS

Town of Port McNeill, re AVICC Resolution for Change to Local Government Elections.

MOVED Director McNabb, SECONDED Director Unger, that a letter be sent to the Town of Port McNeill stating that the Regional District of Nanaimo Board is not in support of their resolution to AVICC to introduce changes to local government elections.

CARRIED

IN CAMERA

MOVED Director Holme, SECONDED Director McNabb, that pursuant to Section 90(1) (e) and (g) of the *Community Charter* the Board proceed to an In Camera Committee of the Whole meeting to consider items related to land and legal issues.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director McNabb, that this meeting adjourn to allow for an In Camera Committee of the Whole meeting.

CARRIED

TIME: 8:36 PM

CHAIRPERSON

SR. MGR, CORPORATE ADMINISTRATION

April 7, 2008

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

RDN			
CAO	<input checked="" type="checkbox"/>	GMF&IS	
GMDS		GMR&PS	
GMES	<input checked="" type="checkbox"/>	GMTS	
APR 07 2008			
SMCA			
CHAIR	<input checked="" type="checkbox"/>	BOARD	<input checked="" type="checkbox"/>
CORRES			

Attention: RDN Board of Directors

Ref: Streetlighting on Bovanis / Nile Roads, Bowser, BC . File 5500-21-01

Dear Directors,

Am following up further to the above noted project, it is my understanding that a 51 % margin of residents are "For the Project" and this meets the required margin necessary to go ahead as established by the RDN guidelines. That said, I'm happy that this is going ahead.

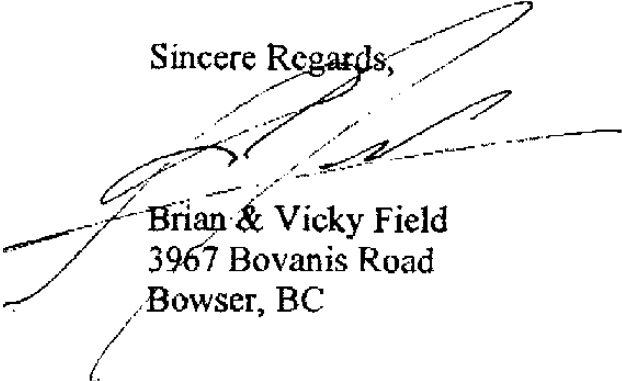
As you are most likely already aware, there are three public beach access points along a very short .5 kilometer of Bovanis road of which this project was originally proposed. The three beach access points create an unusually higher degree of traffic along this short narrow stretch of roadway. This greater volume of traffic imposes a higher degree of unnecessary liability and risk upon the immediate homeowners for safe walking passage along the roadway of which has no sidewalks. Compounding the safety issue further, is that it is my belief that this road, as old as it is, has never been paved with asphalt. The road topping appears to be a mixture of chip gravel mixed with tar. Due to this lesser quality of grade, the road in many areas is extremely unlevel and untrue, making walking during evening hours that much more cumbersome. As well, and again due to the substandard road grade, it is a normal occurrence that sizable potholes appear during winter and springtime months.

~~Word on the street is that there are some residents not happy about the go ahead of the lighting. I'm sorry for those people, that's unfortunate. As I'm sure that the Board of Directors are already aware, as in any form of decision making, there will be people that are happy and some people that are unhappy about the outcome. This is natural, and would have been a forgone conclusion even from the original outset of this project proposal. This~~ process, as I see it, has been executed in a fair and democratic manner and it has concluded factually that the majority of the residents want the project to proceed. The process of the 50% rule guidelines, as established by the RDN, has been surpassed. That said there should be no further deliberation required.

In closing, I will say that your proposal for the street lighting project is logical and sensible based on the circumstances of the roadway for basic resident safety.

I would like to say a special Thank You to all of the Board of Directors for your diligent efforts in this matter and I will look forward to a positive and successful completion of the lighting project.

Sincere Regards,



Brian & Vicky Field
3967 Bovanis Road
Bowser, BC

cc. Deb Churko, AscT
Engineering Technologist

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, APRIL 8, 2008, AT 6:00 PM
IN THE RDN BOARD CHAMBERS

Present:

Director G. Holme	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Director L. Biggemann	Electoral Area F
Director J. Stanhope	Electoral Area G
Alternate	
Director D. Heenan	Electoral Area H

Also in Attendance:

M. Pearce	Senior Manager, Corporate Administration
P. Thorkelsson	General Manager, Development Services
T. Osborne	General Manager, Recreation & Parks
P. Thompson	Manager, Long Range Planning
G. Garbutt	Manager, Current Planning
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Director Heenan to the meeting.

MINUTES

MOVED Director Stanhope, SECONDED Director Biggemann, that the minutes of the Electoral Area Planning Committee meeting held March 11, 2008 be adopted.

CARRIED

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60730 and Request for Acceptance of a Combination of Park Land and Cash in-lieu-of Park Land – Fern Road Consulting Ltd., on behalf of Pardiac – Adjacent to Gainsberg and Pearl Roads - Area ‘H’.

The Manager of Current Planning noted that Condition No. 5 within Schedule No. 1 is amended to read as follows:

- “5. Through the subdivision process, the legal status of the existing accessory building labeled “shop” on Schedule No. 2, will be established to ensure compliance with the requirements of RS2 zone in “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”.”

MOVED Director Heenan, SECONDED Director Burnett, that Development Permit Application No. 60730 submitted by Fern Road Consulting Ltd., on behalf of P. Pardiac, in conjunction with the subdivision of the parcel legally described as Lot 17, District Lot 27, Newcastle District, Plan 38181 and designated within the Environmentally Sensitive Features, Development Permit Area, be approved subject to the conditions outlined in Schedules No. 1 and 2, as amended, of the corresponding staff report.

CARRIED

MOVED Director Heenan, SECONDED Director Burnett, that the combination of park land and cash in-lieu-of park land proposal, in the amount and location as shown on Schedule No. 2 of the staff report, be accepted subject to the conditions set out in Schedule No. 3 of the staff report.

CARRIED

Development Permit Application No. 60812 and Request for Relaxation – M. Wilson on behalf of Gilchrist – 1458 Raines Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director Young, that Development Permit Application No. 60812, submitted by M. Wilson, on behalf of T. & M. Gilchrist, in conjunction with the subdivision of the parcel legally described as Lot 1, Section 18, Range 7, Cranberry District, Plan 20029, Except Parts in Plans 28748, 28749 and VIP82999 and designated within the Streams, Nest Trees and Nanaimo River Floodplain and Fish Habitat Development Permit Areas, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the request for relaxation of the minimum 10% frontage requirement for the Proposed Remainder of Lot 1, as shown on the plan of subdivision of Lot 1, Section 18, Range 7, Cranberry District, Plan 20029, Except Parts in Plans 28748, 28749 and VIP82999, be approved.

CARRIED

Development Permit Application No. 60815 – Henn – 4307 Eva Road – Area ‘H’.

The Manager of Current Planning noted that Condition No. 6 of Schedule No. 1 is amended to add the words “and relocation of storage shed” after the word “construction”.

MOVED Director Heenan, SECONDED Director Biggemann, that Development Permit Application No. 60815, to construct a dwelling unit and recognize the siting of an existing garage within the Natural Hazards Development Permit Area pursuant to “Electoral Area ‘H’ Official Community Plan Bylaw No. 1335, 2003” for the property legally described as Lot 1, District Lot 36, Newcastle District, Plan 27764 be approved subject to the conditions outlined in Schedules No. 1 to 3 as amended.

CARRIED

OTHER

Electoral Area ‘G’ Official Community Plan – Bylaw No. 1540, 2008.

MOVED Director Stanhope, SECONDED Director Burnett, that the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held Tuesday, March 18, 2008, together with all written submissions to the Public Hearing on “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Bylaw No. 1540, 2008” be received.

CARRIED

MOVED Director Stanhope, SECONDED Director Burnett, that “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Bylaw No. 1540, 2008” be granted 3rd reading with amendments as recommended in Schedule No. 1 of the staff report.

CARRIED

MOVED Director Stanhope, SECONDED Director Burnett, that "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008" be forwarded to the Ministry of Community Services for consideration of approval.

CARRIED

Electoral Area 'A' Official Community Plan Land Inventory Results.

MOVED Director Burnett, SECONDED Director Young, that the Board receive the Electoral Area 'A' Cedar Village Centre and Suburban Residential land use designations land inventory attached as Schedule No. 1.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:13 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, APRIL 8, 2008 AT 7:00 PM IN THE RDN BOARD CHAMBERS

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director B. Sperling	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Alternate	
Director D. Heenan	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Alternate	
Director B. Dempsey	District of Lantzville
Alternate	
Director J. Cameron	City of Nanaimo
Director J. Manhas	City of Nanaimo
Director D. Brennan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director M. Unger	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
N. Avery	Gen. Manager of Finance & Information Services
J. Pope	A/General Manager of Transportation Services
J. Finnie	General Manager of Environmental Services
P. Thorkelsson	General Manager of Development Services
T. Osborne	General Manager of Recreation & Parks
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Directors Heenan, Dempsey and Cameron to the meeting.

DELEGATIONS

Neil Malbon, McLean Mill National Historic Site, & Doug Backhouse, Island Corridor Foundation, re Arrowsmith Explorer Project.

Ken McRae, Mayor of Port Alberni thanked the Board for allowing the presentation and introduced Doug Backhouse and Neil Malbon who would be doing the presentation. Mr. Backhouse spoke on the Island Corridor Foundation's involvement in the Arrowsmith Explorer project and its' importance to promoting rail travel on Vancouver Island. Mr. Malbon provided an overview of the project which will create excursion steam trail services originally between Port Alberni and Qualicum Beach, and the proposed expansion of this service as its popularity grows.

MOVED Director Holdom, SECONDED Director Westbrook, that the Board send a letter to the McLean Mill National Historic Site in support of the Arrowsmith Explorer project.

CARRIED

Cheryl Gill, re Bylaw Enforcement at 2020 Saddle Drive – Area ‘E’.

Rick and Cheryl Gill distributed written information including a petition and letter of intention from Mr. Klaus Mattner, owner and operator of Klaus Automotive. Mr. Gill provided a short history with respect to the property at 2020 Saddle Drive and the business run by Mr. Mattner for the Committee’s information and requested an extension to October 31, 2008 to have the property in compliance with RDN regulations.

Andrew Tucker, City of Nanaimo, re City of Nanaimo OCP Process.

Mr. Tucker provided a visual and verbal overview of the City of Nanaimo’s Official Community Plan process.

MINUTES

MOVED Director McNabb, SECONDED Director Holdom, that the minutes of the Committee of the Whole meeting held March 11, 2008 be adopted.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Bylaw Contravention – 3130 Northwood Road – Area ‘C’.

MOVED Director Young, SECONDED Director McNabb, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* after a 30 day period and should the outstanding bylaw contraventions not be resolved within ninety (90) days following registration, that legal action be taken to ensure Lot 6, Section 13, Range 2, Mountain Land District, Plan 30985, is in compliance with the “Regional District of Nanaimo Building Regulation & Fees Bylaw No. 1250, 2001”.

CARRIED

PLANNING

City of Nanaimo OCP Amendment Application (OCP 00037) and Municipal Boundary Extension, Cable Bay Lands – Electoral Area ‘A’ Referrals.

MOVED Director Westbrook, SECONDED Director Brennan, that the Regional District Board receive this report for information and provide this report as the RDN’s comments on the City of Nanaimo’s referrals on the OCP Amendment Application No. OCP 00037 and the Municipal Boundary Extension, Cable Bay Lands – Electoral Area ‘A’.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that RDN staff send a letter to the City of Nanaimo requesting the City to hold a public information meeting on the City of Nanaimo’s boundary extension application. This will allow RDN residents of Electoral Area ‘A’ whose interests are affected to be consulted and their comments recorded and provided to the Ministry as information, documenting the opinion of residents whose interests are affected.

DEFEATED

City of Nanaimo's Draft OCP Referral.

MOVED Director Holdom, SECONDED Director Brennan, that the Regional District of Nanaimo Board receive this report for information and that the comments provided in the report be forwarded to the City of Nanaimo for consideration in the next draft of the City's OCP.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE

Trucked Liquid Waste Disposal Bylaw Amendment Bylaw No. 988.08.

MOVED Director Westbrook, SECONDED Director Herle, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.08, 2008" be introduced for three readings.

CARRIED

MOVED Director Westbrook, SECONDED Director Herle, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.08, 2008" be adopted.

CARRIED

Greater Nanaimo Pollution Control Centre Expansion and Upgrading Strategy – Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547.

The Manager of Liquid Waste provided a visual and verbal overview of the proposed Northern and Southern sewer service area development cost charges program for the Greater Nanaimo and French Creek Pollution Control Centres.

MOVED Director Westbrook, SECONDED Director Unger, that "Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547, 2008" be introduced for first and second readings and be forwarded for a public consultation meeting scheduled for May 7, 2008.

CARRIED

French Creek Pollution Control Centre Expansion and Upgrading Strategy – Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.02.

MOVED Director Westbrook, SECONDED Director Unger, that "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.02, 2008" be introduced for first and second readings and be forwarded for a public consultation meeting scheduled for May 14, 2008.

CARRIED

SOLID WASTE

Residential Food Waste Collection Field Test – Progress Report.

MOVED Director Herle, SECONDED Director McNabb, that the Board receive the Residential Food Waste Collection Field Test progress report for information.

CARRIED

BC Product Stewardship Council.

MOVED Director McNabb, SECONDED Director Brennan, that the Board approve the revised Terms of Reference for the BC Product Stewardship Council.

CARRIED

MOVED Director McNabb, SECONDED Director Brennan, that the Board approve the RDN providing annual financial support in the amount of \$1,000 to the BC Product Stewardship Council.

CARRIED

UTILITIES

French Creek Sewer Local Service Area Amendment Bylaw No. 813.42 & Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.48 – Inclusion of 622 Johnstone Road – Area ‘G’.

MOVED Director Holme, SECONDED Director Burnett, that “French Creek Sewer Local Service Area Amendment Bylaw No. 813.42, 2008” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.48, 2008” be introduced and read three times.

CARRIED

RECREATION AND PARKS SERVICES

PARKS

UBCM Community Tourism Program Phase II.

MOVED Director Holme, SECONDED Director Biggemann, that the application for the UBCM Community Tourism Program, Phase II, be approved to conduct a feasibility study for the E & N Rail by Trail Initiative and related outcomes from the study, and for the development of a park management plan for the 707 acre community park on Gabriola Island; and the Terms and Conditions of the program be accepted.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that Lanarc Consultants be retained as per the proposal outlined in Appendix 1 to conduct the E & N Trail by Rail feasibility study upon confirmation of receiving UBCM Tourism Program Phase II funding.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

East Wellington/Pleasant Valley Parks and Open Space Advisory Committee.

MOVED Director Young, SECONDED Director Burnett, that the minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meetings held January 21, 2008 (no quorum) and March 3, 2008 be received for information.

CARRIED

Lease of Meadow Drive Community Park – Area ‘C’ – Updated Report.

MOVED Director Young, SECONDED Director Burnett, that the RDN enter into a Land Use Lease as detailed in Attachment 1, Option 5, for a section of Meadow Drive Community Park, legally described as Lot 11, Section 14, Range 4, Mountain Land District, Plan VIP800079, for a twenty year term commencing April 1, 2008 and ending February 29, 2028, to be used as a training area for the Mountain Fire Protection Improvement District (50 metres/0.805 acres).

CARRIED

District 69 Recreation Commission.

MOVED Director Westbrook, SECONDED Director Biggemann, that the minutes of the District 69 Recreation Commission meeting held March 20, 2008 be received for information.

CARRIED

MOVED Director Westbrook, SECONDED Director Burnett, that the Regional District of Nanaimo approve the Sublease with the Parksville Curling Club Society for the use of the District 69 Arena for the term of April 1, 2008 to March 31, 2013.

CARRIED

Electoral Area 'A' Recreation and Culture Commission.

MOVED Director Burnett, SECONDED Director McNabb, that the minutes of the Electoral Area 'A' Recreation and Culture Commission meeting held March 12, 2008 be received for information.

CARRIED

Transit Select Committee.

MOVED Director McNabb, SECONDED Director Manhas, that the minutes of the Transit Select Committee meeting held March 27, 2008 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the 2008/2009 Annual Operating Agreement (AOA) with BC Transit be approved.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the Nanaimo Regional Transit Business Plan be approved as a guide for transit service planning and delivery in the Nanaimo region.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the Key Performance Indicators and the Service Design Guidelines developed by BC Transit and the RDN be approved as the basis for monitoring and evaluating the transit service.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the Short and Medium Range Service Proposals and the Supporting Strategies are approved in principle and that staff be directed to proceed with more detailed planning work for the proposals scheduled for implementation in March and September, 2009 as part of the annual budget cycle.

CARRIED

District 69 Community Justice and Safety Support Services Select Committee. (*Resolution from the meeting held March 13, 2008*).

Additional Funding (2008) for Victim Services/Restorative Justice.

MOVED Director Biggemann, SECONDED Director Westbrook, that the Committee consider reviewing an adjustment to the requisition for the D69 Community Justice service in conjunction with the 2009 budget development.

CARRIED

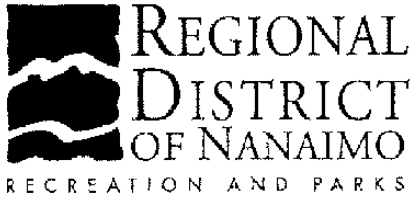
ADJOURNMENT

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

CARRIED

TIME: 8:33 PM

CHAIRPERSON



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
EAP	
CCW	
APR 09 2008	
RHD	
BOARD	<i>✓</i> APR. 22ND

MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: April 9, 2008

FROM: Tom Osborne
General Manager of Recreation and Parks

FILE:

SUBJECT: Electoral Area 'G' Parks and Open Space Advisory Committee –
Revised Terms of Reference

PURPOSE

To revise and update the Terms of Reference for the Electoral Area 'G' Parks and Open Space Advisory Committee.

BACKGROUND

The Electoral Area 'G' Parks and Open Space Advisory Committee (POSAC) was the second park advisory committee to be created in the Regional District of Nanaimo back in 1999. The current Terms of Reference for the Committee membership consists of nine committee members including seven member at large positions, the electoral area appointee to the District 69 Recreation Commission and the electoral area director or designate. A quorum requires five members to be present at a meeting. Due to the large size of the Committee, not all positions have been filled in recent years making it challenging to arrange meetings and for quorums to be obtained.

The Regional District currently has six Electoral Area Parks Advisory Committees in operation of which membership requirements is as follows:

- Electoral Area 'A' PGSAC / 8 members committee
- East Wellington / Pleasant Valley POSAC (EA 'C') / 7 member committee
- Electoral Area 'G' POSAC / 9 member committee
- Electoral Area 'E' POSAC / 7 member committee
- Electoral Area 'F' POSAC / 7 member committee
- Electoral Area 'H' POSAC / 7 member committee

Staff have revised the Terms of Reference for the Area 'G' Advisory Committee that provides for membership, procedures and responsibilities that are now consistent with the majority of the other POSACs that are in place.

ALTERNATIVES

1. Approve the revision of the Electoral Area 'G' Parks and Open Space Advisory Committee Terms of Reference.
2. Not approve the revised Terms of Reference at this time and provide alternative direction.

FINANCIAL IMPLICATIONS

There are no financial implications associated in adopting to the revised Terms of Reference.

CITIZEN IMPLICATIONS

The RDN Parks and Open Space Advisory Committees provide electoral area residents with an opportunity to bring forward ideas about park matters and discuss park issues with staff, the Electoral Area Director, and the Board.

Currently only four of the nine Committee positions are filled. The revised Terms of Reference will require seven members as follows and a quorum will consist of four members present at a meeting:

- the Electoral Area 'G' Director or designate
- the Electoral Area 'G' Appointee to the District 69 Recreation Commission, and
- up to five Members at Large who are residents of Electoral Area 'G'


CONCLUSION

The current Terms of Reference for the Electoral Area G POSAC membership consists of nine committee members including seven member at large positions, the electoral area appointee to the District 69 Recreation Commission and the electoral area director or designate. A quorum requires five members to be present at a meeting. Due to the large size of the Committee, not all positions have been filled in recent years making it challenging to arrange meetings and for quorums to be obtained.


The revised Terms of Reference reduces the requirement from seven members at large positions to five and a quorum will consist of four members. Other housekeeping amendments have also been made to ensure the Committee's Terms of Reference are consistent with the majority of the other park advisory committees.

RECOMMENDATION

That the revised Terms of Reference for the Electoral Area 'G' Parks and Open Space Advisory Committee be approved.



Report Writer



C.A.O Concurrence

COMMENTS:

Electoral Area 'G' Parks and Open Space Advisory Committee

Terms of Reference

Purpose

To establish a Parks and Open Space Advisory Committee for Electoral Area 'G'. The Committee will advise and provide information to the Nanaimo Regional District Board regarding parks and open space issues in Electoral Area 'G'.

Membership

1. The Electoral Area 'G' Parks and Open Space Committee will be appointed by the Regional Board as follows:
 - the Electoral Area 'G' Director or designate
 - the Electoral Area 'G' Appointee to the District 69 Recreation Commission, and
 - up to five Members at Large who are residents of Electoral Area 'G'
2. The Committee will consist of a maximum of seven members. The Committee may operate without all positions being occupied. A quorum shall consist of four members.
3. For the first year of operation only, the terms of Committee membership shall be staggered with three members appointed for a two-year term and two members appointed for a one-year term. Beginning in the second year all members will be appointed for a two-year term. The Area 'G' Director and the District 69 Recreation Commission appointee will be on the Committee for the tenure of their other respective Board appointments.

Procedures

1. The Committee shall elect a chairperson and recording secretary annually at the first meeting of each calendar year.
2. The Committee may meet as required but will structure its activities to meet approximately four times per year.
3. Minutes of Committee meetings will be forwarded to the Regional District Board for information.

Responsibilities

1. Make recommendations and provide advice to the Regional Board regarding a wide range of parks and open space issues including:
 - the acquisition or tenure of community park sites;
 - subdivision park land dedications;
 - the development and maintenance of community park sites; and
 - priorities for the expenditure of community park operating and reserve funds.
2. Liaise, provide leadership, and work with community and neighbourhood groups on a wide range of parks and open space matters including:
 - volunteer park development projects;
 - obtaining input regarding park planning and acquisition priorities;
 - trail system planning and development; and
 - Ministry of Transportation waterfront accesses
3. Play a leadership role and provide a focal point for co-operation between community interests and the Regional District on parks and open space issues.
4. Provide community input into park planning documents including the development and updating of a community park master plan and specific community park development plans.
5. Work within the objectives and policies of the Regional Growth Management Plan, the Electoral Area Official Community Plans, the Regional Parks & Trails Plan and any other statutory plans that are applicable to Electoral Area 'G'.

Financial Considerations

There is currently funding available through the Regional District for community parks works in Electoral Area 'G'. The Committee will provide input on an annual basis to the Electoral Area Director and the Regional Board regarding the level of funding and priorities for expenditures from these budgets, including park reserve funds, for parks and open space purposes. The Committee will also have the ability to look at a variety of other funding sources and strategies and make recommendations in their regard to the Regional District.

Reporting and Authority

In the provision of their services to the Electoral Area 'G' Parks and Open Space Advisory Committee, Committee members have a responsibility to act in the best interests of their community and within the policies and guidelines established by the Regional District.



DEFINITIVE CAO APPROVAL	
EAP	
COW	
APR 14 2008	
RHD	
BOARD	✓ April 22nd

MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: April 14, 2008

FROM: Tom Osborne
General Manager of Recreation and Parks

FILE:

SUBJECT: Amendment to Electoral Area B Community Parks Bylaw 799

PURPOSE:

To amend the Electoral Area B Community Parks Bylaw to permit financial support for operations and improvements to facilities owned and operated by incorporated non-profit organizations.

BACKGROUND:

Throughout the Electoral Areas there are community halls and facilities operated by non-profit organizations for recreational and cultural activities. Many of these facilities are in need of upgrades and improvements to bring them to better standards for public assembly use. In 2006 staff reviewed the Regional District's options to provide financial support to these types of facilities which are neither owned nor operated by the Regional District itself. The preferred option resulted in amendments to some of the Community Parks bylaws because this service most closely matched the purpose for which funds would be used. To date five Electoral Areas have adopted amended Community Parks bylaws (C, E, F, G and H).

Recently community facilities in Electoral Area B have approached staff and the Director seeking financial support to upgrade their buildings. In addition to a Community Parks bylaw Electoral Area B also has a recreation services bylaw. Staff reviewed this bylaw for adaptation, but have concluded that its sole purpose is for recreation programming. An amendment to the recreation services bylaw would involve seeking assent of the electors because it is a significant change to the intent of the original bylaw. Accordingly, staff recommend amending the Area B Community Parks bylaw in a manner similar to the model in the other Electoral Areas.

A similar request with respect to Electoral Area A has been referred to the Area A Parks and Green Space Advisory Committee for consideration.

ALTERNATIVES:

1. Approve an amendment to the Electoral Area B Community Parks bylaw to permit financial support for operations and improvements to facilities owned and operated by incorporated non-profit organizations
2. Do not amend the bylaw at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

Under this alternative incorporated non-profit organizations which own and operate community facilities offering recreation and cultural opportunities would submit proposals for funding which would be evaluated for recommendations during the annual budget process. What is unknown is the potential value of requests for financial assistance, however, there is general community support for the Regional District to provide financial assistance to local organizations who have built community facilities.

The following are current approved examples of funding support:

Electoral Area II- The Lighthouse Community Center is receiving \$16,000 annually for capital improvements (three year term). The Lighthouse Center is owned by a non-profit society but stands on land owned by the Regional District.

Electoral Area A- In the mid 90's the Electoral Area A Community Parks service provided \$30,000 to repair and improve a heritage schoolhouse building in Cedar. That building is now owned by the Regional District.

Alternative 2

Under this alternative the Regional District would develop facilities or land which it owned directly. Community facilities not located on Regional District owned land would support themselves by fundraising and/or by application to the Regional District general grants in aid program. (Recreation grants in aid are only available for programs and not capital projects such as community hall upgrades.)



SUMMARY/CONCLUSION:

Throughout the Electoral Areas there are community halls and facilities operated by non-profit organizations, many of which are in need of capital upgrades and improvements to bring them to better standards for public assembly use. The organizations are having considerable difficulties generating the financial resources to carry out those projects. Staff have recommended, where the Director and Board support this type of financial assistance, that the most appropriate mechanism is to amend the Community Parks bylaw for the Electoral Area. Five Electoral Areas have done so and this request is for a similar amendment to the Community Parks bylaw for Electoral Area B. Bylaw 799.08 is attached for this purpose.

A similar report has been referred to the Electoral Area A PGSAC for their consideration and recommendation to the Board at a later date.

RECOMMENDATION:

That “Electoral Area ‘B’ Community Parks Local Service Amendment Bylaw No. 799.08, 2008” be introduced for three readings and be forwarded to the Inspector of Municipalities for approval.


Report Writer
C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 799.08

**A BYLAW TO AMEND ELECTORAL AREA 'B'
COMMUNITY PARKS LOCAL SERVICE
ESTABLISHMENT BYLAW NO. 799, 1990**

WHEREAS the Board of the Regional District of Nanaimo wishes to provide financial and other support to maintain and improve community facilities which provide recreation and cultural opportunities within Electoral Area 'B';

AND WHEREAS it is necessary to amend the purpose for which the Community Parks service was established to acknowledge the intent to support community facilities which are not owned or operated by the Regional District of Nanaimo;

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

1. Section 1 of Bylaw No. 799, as amended, is hereby repealed and the following is substituted therefore:

"1. Community Parks is established as a service for the purpose of acquiring, developing, operating and maintaining land and facilities on land acquired by the Regional District of Nanaimo and designated as community park land, and to provide assistance for the operations and improvement of buildings owned and operated by incorporated non-profit organizations for the purpose of providing recreation and cultural opportunities to residents within Electoral Area 'B'."

2. **Citation**

This bylaw may be cited as "Electoral Area 'B' Community Parks Local Service Amendment Bylaw No. 799.08, 2008".

Introduced and read three times this 22nd day of April, 2008

Received the approval of the Inspector of Municipalities this _____ day of _____, 2008.

Adopted this _____ day of _____, 2008.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION