

**REGIONAL DISTRICT OF NANAIMO**  
**REGULAR BOARD MEETING**  
**TUESDAY, APRIL 28, 2009**  
**(immediately following the Hospital Board meeting)**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

**1. CALL TO ORDER**

**2. DELEGATIONS**

**Chris Vrabel, North Island 9-1-1 Corporation, re Overview of Operations.**

**9 Andrew Speed & Colin Catton, Errington Volunteer Fire Department, re Construction of a Communications Tower at Fire Hall #1.**

**10-16 Elaine Miller & Sharon Cox-Gustavson, re Relocation of Frontiersman Pub & Liquor Store (Transfer of Liquor Licence).**

**3. BOARD MINUTES**

**17-35 Minutes of the regular Board meeting held March 24, 2009 and the Special Board meeting held April 14, 2009.**

**4. BUSINESS ARISING FROM THE MINUTES**

**5. COMMUNICATIONS/CORRESPONDENCE**

**36-68 Petition, re Transfer of Liquor Licence - Frontiersman Pub & Liquor Store.**

**6. UNFINISHED BUSINESS**

**BYLAWS**

**For Adoption.**

**69-74 Bylaw No. 500.348 – Land Use and Subdivision Bylaw Amendment. (Electoral Area Directors except EA 'B' – One Vote)**

*That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.348, 2009" be adopted.*

This bylaw rezones Lot 1, District Lot 84, Nanoose District, Plan 47545 from Rural 5 Subdivision District 'D' (RU5D) and Lot 2, Plan 47545 and Lot A, Plan VIP80224, both of District Lot 84, Nanoose District, from Resource Management 3 Subdivision District B (RM3B) to Rural 10 (RU10) Subdivision District 'Z' in order to facilitate the development of a 5-lot subdivision.

**Bylaw No. 804.05 – Electoral Area 'F' Community Parks Service Bylaw Amendment.** (All Directors – One Vote)

*That "Electoral Area 'F' Community Parks Local Service Amendment No. 804.05, 2009" be adopted.*

This bylaw increases the requisition limit for the Electoral Area 'F' Community Parks service.

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

**7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE**

75-76 Minutes of the Electoral Area Planning Committee meeting held April 14, 2009. (for information)

**PLANNING**

***DEVELOPMENT PERMIT APPLICATIONS***

**Development Permit Application No. 60811 – Lewin – 1505 Mason Trail – Area 'G'.** (Electoral Area Directors except EA 'B' – One Vote)

*That Development Permit Application No. 60811 submitted by JE Anderson, BCLS, on behalf of D & W Lewin, in conjunction with the subdivision on the parcel legally described as Lot 24, District Lot 38, Nanoose District, Plan 25031 and designated within the Sensitive Lands Development Permit Area pursuant to the "French Creek Official Community Plan Bylaw No. 1115, 1998", be approved, subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.*

**Development Permit Application No. 60848 – Beyeler – 204 Kinkade Road – Area 'G'.** (Electoral Area Directors except EA 'B' – One Vote)

*That Development Permit Application No. 60848, to permit the construction of a dwelling unit and detached garage and to legalize the siting of an existing storage building on the property legally described as Lot 1, District Lot 9, Newcastle District, Plan 20326, be approved subject to the conditions outlined in Schedules No. 1 to 4.*

**7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE**

77-84 Minutes of the Committee of the Whole meeting held April 14, 2009. (for information)

## **DELEGATIONS**

### **Russell Tibbles, Fairwinds Community & Resort, re Sidewalk Function at Fairwinds – Community & Resort. (All Directors – One Vote)**

1. *Participate in a working group with Fairwinds and Ministry of Transportation, utilizing the services of a third-party engineer to be retained at Fairwinds' cost, to:*
  - a) *evaluate the condition of existing sidewalks and estimate the repairs and associated cost required to address deferred maintenance issues;*
  - b) *estimate ongoing annual maintenance costs (perhaps using \$/ft. statistics from nearby municipalities);*
  - c) *objectively explore the legal and administrative arrangements that have been used by other unincorporated areas to accomplish the sidewalk function, e.g., Cowichan Valley RD, Alberni-Clayoquot RD, East Kootenay RD (Panorama Mountain Village), Tofino, Ucluelet and Saltspring Island; and*
  - d) *undertake a risk assessment to understand the practical magnitude and likelihood of exposure relating to snow removal and other perceived risks (consider utilizing the MIA database).*
2. *Prepare a list of appropriate regulatory powers that are reasonably required for the purpose of sidewalk maintenance and, in consultation with legal counsel, if/how such could be procured.*
3. *Report back to the Board to advise on the above with supporting financial analysis, timelines and a plan of action which could be followed subject to direction from the Board.*

## **COMMUNICATIONS/CORRESPONDENCE**

### **Brian Hunter, Royal Canadian Mounted Police, re 2009 Funding for Victim Services and Restorative Justice. (All Directors – One Vote)**

*That the correspondence from the Royal Canadian Mounted Police regarding disbursement of the 2009 funding for Victim Services and Restorative Justice be received.*

## **FINANCE AND INFORMATION SERVICES**

### **FINANCE**

### **Regional District of Nanaimo - 2008 Annual Report (Audited Financial Statements). (All Directors – One Vote)**

*That the 2008 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.*

**Directors' & Committee Members' Remuneration & Expenses - 2008 Report.** (All Directors – One Vote)

*That the 2008 report on remuneration and expenses for Board and Committee members be received.*

**Use of Reserve Funds for Expansion of Transit & Administration Buildings.** (All Directors – Weighted Vote)

- 1. That an amount of \$1,670,000 be drawn from the Administration Building Reserve Fund for the Administration building project.*
- 2. That \$614,670 be transferred from the Solid Waste Management reserve funds to the Administration Building Reserve Fund for the purposes of the Administration building project.*
- 3. That \$876,950 be transferred from the Solid Waste Management reserve funds to the Southern Community Transportation capital reserve fund for the purposes of the Transit building project.*
- 4. That the amounts transferred from the Solid Waste reserve funds be repaid over a ten year period with interest charged monthly on a simple declining balance at a rate equivalent to the rate earned on the Regional District's consolidated cash balances.*

**New Model for Fire Services Delivery.** (All Directors – One Vote)

*That staff arrange a working committee comprised of fire department representatives and the Directors for Electoral Areas 'C', 'E', 'F', 'G' and 'H' to review the recommendations from the report titled "Proposed Fire/Rescue System Model" and provide feedback which the Regional Board can forward to the UBCM and LGMA.*

**Seismic Review of Rural Firehalls.** (All Directors – One Vote)

- 1. That the Board receive the reports for information only and direct staff to arrange a meeting(s) with the fire departments to discuss the report conclusions.*

**DEVELOPMENT SERVICES**

**BUILDING & BYLAW**

**Amendment Bylaw 787.10 – Building Inspection Service Boundary Extension to include Area 'H' Property.** (All Directors – One Vote)

*That "Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.10, 2009" be introduced and read three times.*

## **EMERGENCY PLANNING**

### **2008 Farmed Animal Mass Carcass Disposal Plan. (All Directors – One Vote)**

*That the report and the 2008 Farmed Animal Mass Carcass Disposal Plan be received for information and that a copy of the report be forwarded to the Agricultural Advisory Committee for their information.*

### **Hazard Vulnerability Risk Analysis – 2009 Update. (All Directors – One Vote)**

*That the report and the 2009 Hazard Vulnerability Risk Analysis update be received for information.*

## **TRANSPORTATION AND SOLID WASTE SERVICES**

### **SOLID WASTE**

#### **Solid Waste Disposal Service - Regional Landfill Design & Operations Plan Approval. (All Directors – Weighted Vote)**

*That the Board approve the Regional Landfill Design & Operations Plan for submission to the Ministry of Environment as an amendment to the Solid Waste Management Plan.*

#### **Assessment of New Waste Treatment Technologies - Final Report. (All Directors – One Vote)**

*That the Board receive the Assessment of New Treatment Technologies Report for information and continue to monitor developments in new treatment technologies from a cost and technology perspective.*

#### **Illegal Dumping Enforcement Program - 2008 Report. (All Directors – One Vote)**

*That the Board receive the 2008 Illegal Dumping Prevention Program report for information.*

#### **Residential Food Waste Collection - Field Test Final Report. (All Directors – One Vote)**

*That the Board receive the Residential Food Waste Collection Field Test Final Report for information.*

## **WATER AND WASTEWATER SERVICES**

### **WATER**

#### **Innovative Options & Opportunities for Sustainable Water Use Study. (All Directors – One Vote)**

*1. That the Board receive the "Innovative Options and Opportunities for Sustainable Water Use" study for information.*

2. *That the Board direct staff to develop an implementation strategy with budget implications for the proposed initiatives for the Board's consideration.*

**Vancouver Island Health Authority Regional Drinking Water Team Annual Report.** (All Directors – One Vote)

1. *That the Vancouver Island Health Authority Regional Drinking Water Team 2008 Annual Report be received for information.*
2. *That the Board support the Regional District's continued participation on the Vancouver Island Health Authority Regional Drinking Water Team.*

**Convening for Action on Vancouver Island Leadership in Water Sustainability - 2008 Activities Summary.** (All Directors – One Vote)

1. *That the Board receive the report on the summary of CAVI's (Convening for Action on Vancouver Island) 2008 activities for information.*
2. *That the Board continue to support staff participation in CAVI and attendance at CAVI learning activities associated with promoting water sustainability.*

**Nanoose Bay Peninsula Water Service – Capital Planning Report.** (All Directors – One Vote)

1. *That the Nanoose Peninsula Water System Capital Planning report be received for information.*
2. *That the Board direct staff to consider the report recommendations when developing capital plans for future infrastructure improvements in the Nanoose Bay Peninsula Water Service Area.*

**WASTEWATER**

**Southern Community Sewer Treatment Service – Award of Tenders for Cogeneration Equipment at Greater Nanaimo Pollution Control Centre.** (All Directors – Weighted Vote)

1. *That an equipment procurement contract be awarded to Esc Corporation to provide a biogas conditioning system for the tendered price of \$624,411.*
2. *That an equipment procurement contract be awarded to Waterous Power Systems to provide a cogeneration system for the tendered price of \$950,400.*

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

All Directors – One Vote

1. *That the minutes of the District 69 Recreation Commission meeting held March 19, 2009 be received for information.*

All Directors – Weighted Vote

2. *That the Memorandum of Cooperation between the Regional District of Nanaimo and Lighthouse Recreation Commission be approved.*

Parksville, Qualicum Beach, EA's 'E', 'F', 'G', 'H' – Weighted Vote

3. *That the revisions to the District 69 Recreation Grants program be approved as detailed in Appendix I of the staff report "District 69 Recreation Grants Program Review".*
4. *That the current District 69 Recreation Grants funding allocation of 50% to Youth Grants and 50% to Community Grants be maintained.*

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

*That the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held March 11, 2009 be received for information.*

**Nanoose Bay Parks and Open Space Advisory Committee.** (All Directors – One Vote)

*That the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held February 2, 2009 be received for information.*

**Regional Liquid Waste Advisory Committee.** (All Directors – One Vote)

*That the minutes of the Regional Liquid Waste Advisory Committee meeting held March 12, 2009 be received for information.*

**Regional Solid Waste Advisory Committee.** (All Directors – One Vote)

1. *That the minutes of the Regional Solid Waste Advisory Committee meeting held March 19, 2009 be received for information.*
2. *That the Regional Landfill Design and Operations Plan be submitted to the Ministry of Environment.*

**Sustainability Select Committee.** (All Directors – One Vote)

1. *That the minutes of the Sustainability Select Committee meeting held March 18, 2009 be received for information.*
2. *That the report "2009 Progress Report on Implementation of the Regional Growth Strategy" be received.*
3. *That the report "Housing Need Overview", Phase 1 of the Regional Housing Affordability Study be received.*

4. *That the staff report "Community Emissions Reduction Measures" be received for information.*
5. *That staff prepare a report on what is needed to undertake a communications strategy for public awareness and education on green house gas (GHG) emission reductions (Greensmart).*

**7.3 EXECUTIVE STANDING COMMITTEE**

**7.4 COMMISSIONS**

**7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS**

**Regional Parks & Trails Advisory Committee. (All Directors – Weighted Vote)**

- 85-95 Minutes of the Regional Parks & Trails Advisory Committee meeting held April 7, 2009. (for information)

*That the proposed campground fee increases, as listed in Appendix 1 of the staff titled "RDN Campground Fees – Horne Lake & Descanso Bay Regional Parks", be approved for inclusion in the Park Use Regulation Bylaw 1399.*

**Selection Select Committee.**

Selection Committee Appointments (verbal). (All Directors – One Vote)

**8. ADMINISTRATOR'S REPORTS**

- 96-98 Solid Waste Disposal Service - Food & Yard Waste Processing Contract. (All Directors – Weighted 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 Sections 90(1) (e) and 90(1) (g) of the Community Charter the Board proceed to an In Camera Committee meeting to consider items related to land and legal issues.*



# ERRINGTON & DISTRICT VOLUNTEER FIRE DEPARTMENT

Fire hall #1  
960 Errington rd  
Errington B.C.  
Phone 250 248 5601  
Fax 250 248 3691

Mailing Address:  
Box 110  
Errington B.C.  
V0R 1V0  
erringtonfd@shaw.ca

Feb 25<sup>th</sup> 09

RDN Board of directors  
Joe Stanhope

Dear Sir,

The Errington Volunteer Fire Dept is requesting approval in principal from the Regional District of Nanaimo for the construction of a communications tower on the property of the #1 Fire Hall at 960 Errington Rd. The proposal is primarily for the financial benefit of the Fire Dept and community of Errington.

In Recent months this site with its current 40 meter antenna has been undergoing a series of testing by our local amateur radio association and they have concluded that the fire hall is situated in an excellent location for optimum radio communication around the central Island area and beyond.

With this information we applied to Nav Canada for permission to construct a tower with the necessary antennas. We have since been granted permission for an 82 meter tower either guyed or free standing which would cost an estimated \$240,000 or \$360,000 respectively.

In the future this tower may be available to enhance existing communication systems such as the 911 system etc, but initially cell phone companies would be sought out because of the potentially high rate of return on the investment.

The revenue generated from this project would initially go towards the capital cost and maintenance of the installation, and then our goal is for the surplus to reduce the annual Fire Dept protection costs incurred to our residents.

Little Mountain communications facility is currently filled to capacity, so the potential for business revenue is definitely here, especially with the planned changes to the laws governing cellular networks.

We are currently working with Palidor Radio Communications Ltd (Vancouver) to design a tower system that would best suit all involved.

We would like the opportunity to appear before the RDN Board as a delegation to provide full information and address any questions the Board may have.

Sincerely

Colin Catton  
Errington Fire Chief.

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**ERRINGTON FIRE/RESCUE**

Request to appear at the Regional District Board of Directors  
April 28, 2009

Elaine Miller  
2495 Alberni Highway  
Box 153  
Coombs, B.C.  
V0R 1M0  
250 248-6935  
ee.miller@shaw.ca

Sharon Cox-Gustavson  
2481 Alberni Highway  
Box 11  
Coombs, B.C.  
V0R 1M0  
250 248-6655  
sharoncg@shaw.ca

Concerned Citizens of Coombs  
Opposition to the Pub & Liquor Retail Store  
permitted use on 2484/2494 Alberni Highway, Coombs, B.C.

Concerns:  
residential location  
impact on residents  
water supply  
septic discharge  
water run off  
impact on highway traffic



Close proximity to the resident  
on left. There is also a resident  
on the right.



same building



12

TREE LINE IS PROPERTY LINE



12



LIQUOR-PRIMARY & LIQUOR-PRIMARY CLUB Letter of Intent Guidelines

Instructions to the Applicant:

In addition to the application form and supporting documents, you must provide a letter of intent describing your proposal. This information will assist the Liquor Control and Licensing Branch (LCLB), and your local government/First Nation in making a decision about your licence application.

Please use the bold topic headings listed below in your Letter of Intent. The information you provide must address all items indicated under each topic. Your application will be considered incomplete if you do not provide a satisfactory letter of intent.

1. Target Market

- Describe the target market your proposed establishment intends to serve, including references to: Age groups, Income levels, Target populations (e.g. urban locals, rural locals, neighbouring communities, tourists), Occupations

2. Hospitality/Tourism Development Factor:

- If your proposed establishment focuses on serving a tourist population, describe how it will align with or support tourism activities for the community/region in which it will be located. Your local Chamber of Commerce may be able to provide you with relevant tourism growth statistics and/or a local tourism plan which your proposal aligns with.

3. Benefits to the Community:

- Describe the community/market need you are addressing by providing an additional licensed establishment in the community. Example: The proposed establishment will be located in a new mixed-use development where businesses, government offices, residences and sport facilities are situated. There are no licensed establishments in the area.

4. Social Facilities and Public Buildings:

- Identify any social facilities and public buildings located in the vicinity of your proposed establishment, and describe where they are located in relationship to your proposed establishment. Explain how your establishment and its patrons are likely to affect the people attending these facilities. Social facilities include: youth clubs; facilities for pre-school/day care/after-school care; churches, etc. Public buildings include: local health facilities; schools; recreation facilities; police stations etc.

traffic

5. Traffic in the Vicinity:

- Describe how the addition of your proposed establishment will affect traffic flow in the area of the proposed establishment. Explain how any change in traffic flow will affect residents in the area, or those driving through the area. Examples: increased vehicle traffic; no effect because you are expecting walk-in business; residents will experience greater traffic congestion, traffic noise and decreased street parking availability.

noise

6. Noise in the Community:

- Describe how the addition of your proposed establishment will affect noise in the community. Describe the measures you will take to ensure others are not disturbed by the noise produced by your establishment.

parking street

7. Parking:

- Describe the number of parking spaces and type of parking that will be available for patrons, e.g., onsite parking, existing parking or pay parking lots nearby. Describe how vehicle access and egress is accommodated if parking is attached to the establishment property.

## Site and Community Assessment

Once we have received and incorporated your additions or changes to the Application Summary, we will send it on to your local government (municipality, regional district, or First Nation), along with additional information about the surrounding community, such as a statistical summary of demographic, economic and market factors.

*Good step*  
The local government will then have 90 days to respond (they may, however, ask for an extension if zoning issues are involved). Please see Will I need local government or other approvals to get a licence? for more on this process.

(Once we have received your local government's resolution, we may, in exceptional circumstances only, hold a hearing to consider whether your application has met all regulatory requirements and that the process to date has been fair.)

## Building Assessment

If everything is in order, we will send you a letter, saying that we have decided in favour of granting you the licence - but the approval process is not yet finished.

At this point, you will need to submit a final copy of your proposed floor plans, approved by the appropriate local authorities. We will review your plans to make sure they comply with the Liquor Control and Licensing Act and its Regulations and with Liquor Control and Licensing Branch policies on lines of sight, staff control, equipment, etc.

*Signo after approval*  
Once we have approved your plans, you can start building, installing signs and equipment, ordering advertising, and so on.

## Establishment Inspection and Applicant Interview

Thirty days before you are ready to open you will need to call your local liquor inspector to arrange for an establishment inspection and applicant interview..

At this time, the inspector will go over with you the requirements of the Liquor Control and Licensing Act and its Regulations, and the specific terms and conditions of your licence.

The inspector will also review your floor plans to make sure actual construction reflects what was submitted with your original building and floor plans, and give you a copy of Liquor-Primary Licence Terms and Conditions: A Guide for Liquor Licensees in British Columbia.

If all is in order, the liquor inspector will ask you to contact our Head Office in Victoria to pay your first-year annual licence fee of \$1,100.00, and we will issue your licence.

See:

**8. Commercial/Residential/Light or Heavy Industrial Neighbourhoods**

- Describe the composition of commercial, residential and industrial neighbourhoods in the immediate vicinity of your proposed establishment.
- Provide a municipal zoning map identifying these areas and the zoning classification of each.

**9. Other Licensed Establishments**

- Provide the names and addresses of all licensed establishments, other than restaurants, located within a reasonable distance of your proposed establishment.
- Describe what you are using as a reasonable distance
- For each establishment you have listed, describe the consumer market the establishment currently serves.

**Reasonable Distance Guidelines:**

- In a densely populated city or municipality, reasonable distance is probably a 2-block radius
- In a pocket community having no adjacent developed regional areas (Gold River, Tumbler Ridge, Whistler, Valemont), reasonable distance is probably the whole community
- In a rural area having large acre parcels, reasonable distance is probably up to five miles
- In a moderately populated area of developed subdivisions, suburbs, probably one mile

**10. Natural or Manmade Barriers**

- Describe any large natural barriers (a river, escarpment, mountain etc.) or manmade barriers (railway, vehicle freeway, industrial parks, malls, etc.) between the proposed establishment and other establishments described as being within a reasonable distance.

**11. Other Factors**

- Please provide any additional information you feel is relevant to support your application

**Questions? Call the branch toll-free at 1-866-209-2111**

## Will I need local government or other approvals to get a licence? What about the Serving It Right course?

### Local government approvals

We will provide your local government (municipality, regional district, or First Nation) with a summary of your application. The local government must then, within 90 days, send us a resolution commenting on your proposed establishment (they may ask for additional time) – sample local government resolutions (RTF) (LCLB024)

*Impact  
Public  
Notice*

This resolution must look at such factors as your establishment's location, proximity to other facilities, the hours you are proposing to stay open, the number of people you plan to accommodate, and the impact on the community if your application is approved. If the local government believes residents may be affected by your establishment, it must also collect local views on your application. This may involve receiving letters in response to a public notice, conducting a public hearing or holding a referendum. Your local government may request additional information.

The local government's resolution must explicitly support your application, or oppose it. (Local governments may choose to opt out of this process. If your local government has opted out, our staff will go through the same steps.)

In addition, you will need to ask the planning department of your local government what the zoning is for your proposed site, and whether the kind of business you propose is permitted within that zone.

*fire  
dept.*

← You must also ask the local fire and building authorities - your local government can tell you who exactly you need to talk to - to review your proposed floor plans both for safety and to provide you with an "occupant load" calculation. The occupant load must equal the person capacity you have proposed in your application (the number of people – customers and staff – you plan to accommodate in your establishment). They will give the plans a stamp of approval if they meet safety and building standards, and indicate the occupant load for your establishment on your plans (a separate occupant-load certificate is not sufficient). You will be required to submit your approved floor plans to us later in the application process.

#### Please note:

Your signs, also, must comply with local bylaws. It is your responsibility to obtain all required approvals. If you later discover you will not be able to operate your establishment, we cannot refund your application or licence fees.

### Serving It Right

*1866 209 2111*



## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF THE REGIONAL DISTRICT OF NANAIMO HELD ON TUESDAY, MARCH 24, 2009, AT 7:06 PM IN THE RDN BOARD CHAMBERS

#### Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	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
Alternate	
Director C. Burger	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director L. Sherry	City of Nanaimo

#### Also in Attendance:

N. Avery	A/Chief Administrative Officer
M. Pearse	Senior Mgr., Corporate Administration
J. Finnie	Gen. Mgr., Environmental Services
P. Thorkeleson	Gen. Mgr., Development Services
T. Osborne	Gen. Mgr., Recreation & Parks
D. Trudeau	Gen. Mgr., Transportation & Solid Waste Services
N. Tonn	Recording Secretary

#### CALL TO ORDER

The Chairperson welcomed Alternate Director Burger to the meeting.

#### DELEGATIONS

**Richard Crowley, Mount Arrowsmith Biosphere Foundation, re Foundation Overview & Update.**

Mr. Crowley provided a brief overview of the Biosphere Foundation, the recent grant from Environment Canada used in part to open an office in Parksville and their "New Way Forward" policy. The Board was invited to participate in the Mt. Arrowsmith Biosphere Foundation strategies, community projects and the upcoming AGM.

**BOARD MINUTES**

MOVED Director Westbroek, SECONDED Director Biggemann, that the minutes of the regular Board meeting held February 24, 2009 and the Special Board meeting held March 10, 2009 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Trevor Scott, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area ‘A’.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Trevor Scott regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Zita Hartman, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area ‘A’.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Zita Hartman regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Petition, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area ‘A’.**

MOVED Director McNabb, SECONDED Director Burnett, that the petition regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Pam Robertson & Steve Busswood, Bed and Breakfast on the Green, re Development Variance Permit Application No. 90901 – J. Hazlewood – 3551 Collingwood Drive – Area ‘E’.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Pam Robertson and Steve Busswood regarding Development Variance Permit Application No. 90901 be received.

CARRIED

**Joan Cawood, re Development Variance Permit Application No. 90901 – J. Hazlewood – 3551 Collingwood Drive – Area ‘E’.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Joan Cawood regarding Development Variance Permit Application No. 90901 be received.

CARRIED

**Kevin Kruger, Ministry of Community Development, re RDN Grant Awards.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from the Ministry of Community Development advising of RDN approved grants from the Province, be received.

CARRIED

**Rae Blessin, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Rae Blessin regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Shelagh Gourlay, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Shelagh Gourlay regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Mlada Morris, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Mlada Morris regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Trevor Scott, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Trevor Scott regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**M. Shakespeare, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from M. Shakespeare regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Marguerite Suddaby, re Development Variance Permit Application No. 90821 – 2486 Pylades Drive – Area 'A'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Marguerite Suddaby regarding Development Variance Permit Application No. 90821 be received.

CARRIED

**Ken Morgan, re Development Variance Permit Application No. 90902 – 3466 Simmons Place – Area 'E'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Ken Morgan regarding Development Variance Permit Application No. 90902 be received.

CARRIED

**Bruce Otto, re Development Variance Permit Application No. 90902 – 3466 Simmons Place – Area 'E'.**

MOVED Director McNabb, SECONDED Director Burnett, that the correspondence from Bruce Otto regarding Development Variance Permit Application No. 90902 be received.

CARRIED

**UNFINISHED BUSINESS**

**BYLAWS**

**Public Hearing & Third Reading.**

**Report of the Public Hearing held February 19, 2009 with respect to Bylaw Amendment Bylaw No. 500.347 – Morgan – 1170 Spider Lake Road – Area 'H'.**

MOVED Director Bartram, SECONDED Director Holme, that the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held February 19, 2009 as a result of public notification of "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.347, 2009" be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.347, 2009" be given 3<sup>rd</sup> reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the conditions as outlined in Schedule No. 1 be completed by the applicant to the satisfaction of the Regional District prior to consideration of adoption of Bylaw No. 500.347.

CARRIED

**Report of the Public Hearing held March 9, 2009 with respect to Bylaw Amendment Bylaw No. 500.348 – Signal Road Pharmacy Ltd. & Walbern Ventures Inc. – Claudet & Prawn Roads – Area 'E'.**

MOVED Director Holme, SECONDED Director Bartram, that the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held March 9, 2009 as a result of public notification of "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.348, 2009" be received.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.348, 2009" be given 3<sup>rd</sup> reading.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the conditions as outlined in Schedule No. 1 be completed by the applicant to the satisfaction of the Regional District prior to consideration of adoption of Bylaw No. 500.348.

CARRIED

**For Adoption.**

**Bylaw No. 947.05.**

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Sewerage Facilities Local Service Area Amendment Bylaw No. 947.05, 2009" be adopted.

CARRIED

**STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

MOVED Director Bartram, SECONDED Director McNabb, that the minutes of the Electoral Area Planning Committee meeting held March 10, 2009 be received for information.

CARRIED

**PLANNING**

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

**Development Variance Permit Application No. 90813 & Request for Relaxation of the Minimum Frontage Requirement – K & B Scott – 961 Clarke Road – Area 'F'.**

MOVED Director Biggemann, SECONDED Director Bartram, that Development Variance Permit Application No. 90813 submitted by K & B Scott, in conjunction with the subdivision on the parcel legally described as Lot A (DD 3792N) of Lot 1, District Lot 74, Newcastle District (Part of which is situated in Cameron District), Plan 2002, Except Parts in Plans VIP72673 and VIP80243 and located at 961 Clarke Road within Electoral Area 'F', be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report and to the notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 90821 – F. Crucil & M. Coles – 2486 Pylades Drive – Area 'A'.**

The Chairperson noted that this application has been withdrawn.

MOVED Director Burnett, SECONDED Director Young, that the issue of regulating docks and structures on the foreshore of Electoral Area 'A' be referred to the Electoral Area 'A' OCP Review Citizens Advisory Committee for consideration and discussion in accordance with the Electoral Area 'A' OCP Review Terms of Reference.

CARRIED

**Development Variance Permit Application No. 90901 – J. Hazlewood – 3551 Collingwood Drive – Area 'E'.**

MOVED Director Holme, SECONDED Director Bartram, that Development Variance Permit Application No. 90901 submitted by Jim Hazlewood for the property legally described as Lot B, District Lot 8, Nanoose District, Plan VIP77476 be approved subject to Schedules No. 1 to 3 of the staff report and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 90902 – E. Guenther/J. Hazlewood – 3466 Simmons Place – Area ‘E’.**

MOVED Director Holme, SECONDED Director Bartram, that Development Variance Permit Application No. 90902 submitted by Jim Hazlewood for the property legally described as Strata Lot 56, District Lot 78, Nanoose District, Strata Plan VIS3393 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1 to legalize the height of an existing dwelling unit with a maximum height of 8.15 metres be approved subject to Schedules No. 1 to 3 of the staff report and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

MOVED Director McNabb, SECONDED Director Biggemann, that the minutes of the regular Committee of the Whole meeting held March 10, 2009 be received for information.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Phil Marchant and Cleone Ratcliffe, re Outdoor Burning, Area ‘B’.**

MOVED Director Rudischer, SECONDED Director Holdom, that the correspondence from Phil Marchant and Cleone Ratcliffe regarding outdoor burning in Electoral Area ‘B’ be received.

CARRIED

**Tom Campbell, Royal Canadian Legion, re Request for Remembrance Project Support.**

MOVED Director Bartram, SECONDED Director Burger, that the correspondence from the Royal Canadian Legion requesting the Regional District’s support for the Legion’s Remembrance Project, be received.

CARRIED

**Blaine Sepos, Oceanside Tourism Association, re 2008 Fourth Quarter Progress Report.**

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from the Oceanside Tourism Association including their 2008 fourth quarter progress report, be received.

CARRIED

**CORPORATE ADMINISTRATION SERVICES**

**Renewal of Property Management Services Contract – DTZ Barnicke.**

MOVED Director McNabb, SECONDED Director Ruttan, that the Board renew its property management services contract with DTZ Barnicke for a further two year term expiring in March 2011.

CARRIED

**Grants-in-Aid Advisory Committee.**

MOVED Director Young, SECONDED Director Burnett, that the Grants-in-Aid Policy No. A1.28 be approved with the amendments as presented.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the Grants-in-Aid Advisory Committee Terms of Reference be approved as presented.

CARRIED

***FINANCE AND INFORMATION SERVICES***

**FINANCE**

**Operating Results to December 31, 2008.**

MOVED Director McNabb, SECONDED Director Burnett, that the summary report of financial results from operations to December 31, 2008 be received for information.

CARRIED

**Drinking Water & Watershed Protection Service – Towns for Tomorrow Grant Utilization.**

MOVED Director Bartram, SECONDED Director McNabb, that the modified 2009 Drinking Water and Watershed Protection tax requisition be reduced by \$53,125 to \$425,395.

CARRIED

**Bylaw No. 1570 – Regional District of Nanaimo 2009 to 2013 Financial Plan.**

MOVED Director Holdom, SECONDED Director Bartram, that “2009 to 2013 Financial Plan Bylaw No. 1570, 2009” be introduced and read three times.

CARRIED

MOVED Director Holdom, SECONDED Director Kipp, that the Administrator’s Report entitled “Final 2009 Budget Amendments and Financial Plan Bylaw No. 1570” be received for information.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that “2009 to 2013 Financial Plan Bylaw No. 1570, 2009” be amended at third reading by replacing Schedules A, C, D and E as attached to the staff report.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that “2009 to 2013 Financial Plan Bylaw No. 1570, 2009” be adopted.

CARRIED

**2009 Parcel Tax Rate Bylaws.**

**Bylaw No. 1567 – Water Services Parcel Tax Rates.**

MOVED Director Kipp, SECONDED Director Westbrook, that “Water Services Parcel Tax Rates Bylaw No. 1567, 2009” be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that “Water Services Parcel Tax Rates Bylaw No. 1567, 2009” be adopted.

CARRIED

**Bylaw No. 1568 – Sewer Services Parcel Tax Rates.**

MOVED Director Kipp, SECONDED Director Westbrook, that “Sewer Services Parcel Tax Rates Bylaw No. 1568, 2009” be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Sewer Services Parcel Tax Rates Bylaw No. 1568, 2009" be adopted.

CARRIED

**Bylaw No. 1569 – Fire Protection Services Parcel Tax Rates.**

MOVED Director Kipp, SECONDED Director Westbrook, that "Fire Protection Services Parcel Tax Rates Bylaw No. 1569, 2009" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Fire Protection Services Parcel Tax Rates Bylaw No. 1569, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1336.06 – Driftwood Water Service Parcel Tax Rate.**

MOVED Director Kipp, SECONDED Director Westbrook, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.06, 2009" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.06, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1483.03 – Barclay Crescent Sewer Service Parcel Tax Rate.**

MOVED Director Kipp, SECONDED Director Westbrook, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.03, 2009" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Amendment Bylaw No. 1483.03, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1525.01 – Crime Prevention and Community Justice Support Service Parcel Tax Rates.**

MOVED Director Kipp, SECONDED Director Westbrook, that "Crime Prevention and Community Justice Support Service Parcel Tax Rates Bylaw No. 1525.01, 2009" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Crime Prevention and Community Justice Support Service Parcel Tax Rates Bylaw No. 1525.01, 2009" be adopted.

CARRIED



***DEVELOPMENT SERVICES***

**BUILDING & BYLAW**

**Property Maintenance Contravention – 2128 Minto Avenue – Area ‘A’.**

MOVED Director Burnett, SECONDED Director Young, that should this matter not be rectified by March 24, 2009, pursuant to “Regional District of Nanaimo Unsightly Premises Regulatory Bylaw No. 1073, 1996”, the Board directs the owner to remove from the premises those items as set out in the attached Resolution within fourteen (14) days, or the work will be undertaken by the Regional District of Nanaimo’s agents at the owner’s cost.

CARRIED

**EMERGENCY PLANNING**

**Use of RDN Transit Buses During an Emergency or Disaster.**

MOVED Director McNabb, SECONDED Director Johnstone, that the Use of Transit Buses During an Emergency or Disaster Policy be approved.

CARRIED

MOVED Director McNabb, SECONDED Director Ruttan, that the updated Policy be included in the RDN Emergency Plan and distributed to stakeholder groups.

CARRIED

***TRANSPORTATION AND SOLID WASTE SERVICES***

**TRANSPORTATION**

**2009 Transit Expansion Update.**

MOVED Director McNabb, SECONDED Director Burnett, that the report on the 2009 Transit expansion be received for information and that staff reduce the Transit budget by \$48,000.

CARRIED

**SOLID WASTE**

**Amendment Bylaw No. 1531.01 – Solid Waste Management Regulation.**

MOVED Director Holme, SECONDED Director Bestwick, that “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.01, 2009” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Bestwick, that “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1531.01, 2009” be adopted.

CARRIED

**Amendment Bylaw No. 1009.12 – Garbage and Recyclable Materials Collection Rates.**

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Garbage and Recyclable Materials Collection Rates Amendment Bylaw No. 1009.12, 2009” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Regional District of Nanaimo Garbage and Recyclable Materials Collection Rates Amendment Bylaw No. 1009.12, 2009" be adopted.

CARRIED

***WATER AND WASTEWATER SERVICES***

**WATER**

**Nanoose Bulk Water Pump Station – Use of Development Cost Charge Funds.**

MOVED Director Holme, SECONDED Director Biggemann, that Nanoose Bay Bulk Water Development Cost Charge funds in an amount to \$345,000 be allocated to the Nanoose Bay Bulk Water Pump Station Project.

CARRIED

**2009 Water User Rate Amendment Bylaws.**

**Amendment Bylaw No. 1468.04 – Nanoose Bay Peninsula Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Supply Service Area Regulations and Rates Amendment Bylaw No. 1468.04, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Supply Service Area Regulations and Rates Amendment Bylaw No. 1468.04, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 619.15 – French Creek Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.15, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.15, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1172.09 – San Pareil Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that "Regional District of Nanaimo San Pareil Specified Area Water Regulations and Rates Amendment Bylaw No. 1172.09, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that "Regional District of Nanaimo San Pareil Specified Area Water Regulations and Rates Amendment Bylaw No. 1172.09, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1383.05 – Englishman River Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Englishman River Specified Area Water Regulations and Rates Amendment Bylaw No. 1383.05, 2009” be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that “Regional District of Nanaimo Englishman River Specified Area Water Regulations and Rates Amendment Bylaw No. 1383.05, 2009” be adopted.

CARRIED

**Amendment Bylaw No. 700.16 – Surfside Properties Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.16, 2009” be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that “Regional District of Nanaimo Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.16, 2009” be adopted.

CARRIED

**Amendment Bylaw No. 1434.04 – Melrose Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Melrose Specified Area Water Regulations and Rates Amendment Bylaw No. 1434.04, 2009” be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that “Regional District of Nanaimo Melrose Specified Area Water Regulations and Rates Amendment Bylaw No. 1434.04, 2009” be adopted.

CARRIED

**Amendment Bylaw No. 1097.11 – Decourcey Water Service.**

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.11, 2009” be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that “Regional District of Nanaimo Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.11, 2009” be adopted.

CARRIED

**2009 Sewer User Rate Amendment Bylaws.**

**Amendment Bylaw No. 1241.05 – Surfside Sewer Service.**

MOVED Director Holme, SECONDED Director Bestwick, that “Regional District of Nanaimo Surfside Sewer User Rates and Regulations Amendment Bylaw No. 1241.05, 2009” be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Bestwick, that "Regional District of Nanaimo Surfside Sewer User Rates and Regulations Amendment Bylaw No. 1241.05, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 765.13 – Fairwinds Sewer Service.**

MOVED Director Holme, SECONDED Director Bestwick, that "Regional District of Nanaimo Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.13, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Bestwick, that "Regional District of Nanaimo Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.13, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 422.16 – French Creek Sewer Service.**

MOVED Director Holme, SECONDED Director Bestwick, that "Regional District of Nanaimo French Creek Sewer Rates and Regulation Amendment Bylaw No. 422.16, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Bestwick, that "Regional District of Nanaimo French Creek Sewer Rates and Regulation Amendment Bylaw No. 422.16, 2009" be adopted.

CARRIED

**Amendment Bylaw No. 1472.04 – Barclay Crescent Sewer Service.**

MOVED Director Holme, SECONDED Director Bestwick, that "Regional District of Nanaimo Barclay Crescent Rates and Regulation Amendment Bylaw No. 1472.04, 2009" be introduced for three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Bestwick, that "Regional District of Nanaimo Barclay Crescent Rates and Regulation Amendment Bylaw No. 1472.04, 2009" be adopted.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Burger, that the minutes of the District 69 Recreation Commission meeting held February 19, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Westbroek, that the Board approve the following Youth Grants:

Ballenas Secondary School Dry Grad Committee – entertainment & rental costs	\$ 1,250
Kwalikum Secondary School Dry Grad Committee – event expenses	1,250
Oceanside Community Arts Council – World Music Program	1,300
Oceanside Minor Hockey Association – female hockey program	2,950
Qualicum Beach Fire Dept – Youth Fire Camp	1,500
Ravensong Aquatic Club – pool rental	2,500

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that the Board approve the following Community Grants:

Errington Therapeutic Riding Assoc – program expenses & equipment	\$ 1,500
Lighthouse Recreation Commission – program costs	2,500
Oceanside Track & Field Club – facility improvements & equipment	1,000
Parksville Pirates Senior Ball Team – uniforms & equipment	600
Parksville Seniors Activity & Drop-in Centre	269
Parksville Seniors Athletic Group – softball equipment	2,500
	CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that staff be requested to investigate the cost of the preparation and the staff implications involved in the development of a District 69 Parks and Trail Guide, including parks and trails in the City of Parksville, the Town of Qualicum Beach and Electoral Areas 'E', 'F', 'G' and 'H'.

CARRIED

**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 meeting held January 26, 2009 be received for information.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the following recommendation be received by the Board for consideration as part of the 2009 Budget and Five Year Financial Plan deliberation process:

That the Electoral Area 'C' (Defined 'D') Community Parks Function Budget be approved as amended with the addition of \$5,000 for development costs for Meadow Drive Community Park.

CARRIED

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

MOVED Director Burnett, SECONDED Director McNabb, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held January 15, 2009 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director Holdom, that inappropriate use and operation of ATV's in public parks and trails which is a public safety concern and causing damage to public lands be referred to the Union of BC Municipalities for consideration and action.

CARRIED

**Sustainability Select Committee.**

MOVED Director Bartram, SECONDED Director Holdom, that the minutes of the Sustainability Select Committee meeting held February 18, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the staff report entitled "Regional Benefits of Green Building" be received, and that staff be directed to continue with the research projects outlined in the Green Building Action Plan and that staff investigate the development of a communications strategy to effectively explain the benefits of building green and to foster an understanding and acceptance with the community for achieving green building targets.

CARRIED

MOVED Director Bartram, SECONDED Director Kipp, that the staff report entitled "Hamilton Marsh & French Creek Proposal, Island Timberlands" be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Kipp, that the staff report entitled "Carbon Neutral Operations and the Climate Action Revenue Incentive Program" be received for information and that the RDN Sustainability Coordinator make a presentation on Carbon Neutral Operations at the upcoming Board Seminar for Strategic Planning.

CARRIED

#### **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

##### **Request for Remembrance Project – Royal Canadian Legion.**

MOVED Director Bartram, SECONDED Director Young, that the Board purchase a ½ page full colour advertisement space in the "Military Service Recognition Book" in support of the Royal Canadian Legion's remembrance project.

CARRIED

#### **ADMINISTRATOR'S REPORTS**

##### **District 68 Search & Rescue Service – Lease of Property for Nanaimo Search & Rescue Society.**

MOVED Director Kipp, SECONDED Director McNabb, that the Chairperson and Senior Manager, Corporate Administration be authorized to execute a lease for a portion of the premises located at 195 Fourth Street in the City of Nanaimo, as presented covering an initial five year period from February 1, 2009 to February 1, 2014.

CARRIED

##### **District 68 Search & Rescue Service – Sublease of Property for Nanaimo Search & Rescue Society.**

MOVED Director Sherry, SECONDED Director Kipp, that the Chairperson and Senior Manager, Corporate Administration be authorized to execute a sub lease with the Nanaimo Search & Rescue Society for a portion of the premises located at 195 Fourth Street in the City of Nanaimo for an initial five year period from February 1, 2009 to February 1, 2014, as presented.

CARRIED

##### **City of Nanaimo – Request for Urban Containment Boundary Amendment.**

MOVED Director Holdom, SECONDED Director Bestwick, that the Regional District of Nanaimo Board endorse the proposed change to the City of Nanaimo Urban Containment Boundary and that the maps in Regional Growth Strategy be updated at the next available opportunity to reflect this change.

CARRIED

MOVED Director Holdom, SECONDED Director Bestwick, that staff be directed to provide a letter to the City of Nanaimo indicating the Board's decision.

CARRIED

**NEW BUSINESS**

**Drinking Water Protection Advisory Committee Terms of Reference.**

MOVED Director Bartram, SECONDED Director Burger, that the Drinking Water Protection Advisory Committee Terms of Reference be amended to increase the Forest Industry membership from one to two members and that a member from the Academic Community with a focus on water governance and sustainability issues be added to the committee membership.

CARRIED

**NOTICE OF MOTION**

**Letter to Ministry of Transportation to Address Safety Concerns at Spruston Road and Trans-Canada Highway.**

MOVED Director Burnett, SECONDED Director Young, that a letter be sent to the Ministry of Transportation that addresses the RDN Board's concern about the accidents that have occurred on the Island Highway near the Spruston Road intersection and request the Ministry of Transportation to take immediate action to improve the safety for drivers at this intersection and on this stretch of the Island Highway; and further that the Board request Ministry of Transportation proceed with a long term solution that addresses all the intersections along the corridor from Cassidy Pub to Timberlands Road.

CARRIED

**IN CAMERA**

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

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 7:59 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE SPECIAL BOARD MEETING  
HELD ON TUESDAY, APRIL 14, 2009, AT 8:05 PM  
RDN BOARD CHAMBERS**

**Present:**

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	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 E. Mayne	City of Parksville
Alternate	
Director J. Wilson	Town of Qualicum Beach
Director L. McNabb	City of Nanaimo
Alternate	
Director F. Pattje	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Ruttan	City of Nanaimo
Alternate	
Director M. Unger	City of Nanaimo

**Also in Attendance:**

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
J. Finnie	General Manager, Water & Wastewater Services
T. Osborne	General Manager, Recreation & Parks
P. Thorkelsson	General Manager, Development Services
N. Avery	Gen. Manager, Finance & Information Services
D. Trudeau	Gen. Manager, Transportation & Solid Waste Services
N. Tonn	Recording Secretary

**UNFINISHED BUSINESS**

**BYLAWS**

**For Adoption.**

**Bylaw No. 1385.04.**

MOVED Director Bartram, SECONDED Director Burnett, that "Bow Horn Bay Fire Protection Local Service Area Amendment Bylaw No. 1385.04, 2009" be adopted.

CARRIED



**SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS**

**Transit Select Committee.**

MOVED Director McNabb, SECONDED Director Bestwick, that the minutes of the Transit Select Committee meeting held March 19, 2009 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that the RDN send a letter to BC Transit indicating how important the 2009 service expansion package is to the entire region.

CARRIED

MOVED Director McNabb, SECONDED Director Burnett, that staff be directed to provide three buses and drivers to take students from Winchelsea Elementary School to the Port Theatre and back on April 23, 2009.

CARRIED

**ADMINISTRATOR'S REPORTS**

**Building Canada Grant Application – Ravensong Aquatic Centre Project.**

MOVED Director Bartram, SECONDED Director Bestwick, that the Ravensong Aquatic Centre – Repair and Expansion report be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Young, that the Board of the Regional District of Nanaimo supports the application for the repair for the Ravensong Aquatic Centre under the Canada – BC Building Canada Fund, Communities Component and for the purposes of the grant, commits to cover its share of eligible project costs and all ineligible costs.

CARRIED

MOVED Director Bartram, SECONDED Director Mayne, that the Regional District of Nanaimo commits to operating and maintaining the repaired Ravensong Aquatic Centre.

CARRIED

MOVED Director Bartram, SECONDED Director Bestwick, that Venture Pacific Construction Management be retained to provide coordination of work described as Phase I of the Ravensong Aquatic Centre at a cost of \$14,026 and be retained as the Construction Manager at a mutually agreed fee, estimated to be 4% of construction costs, for Phase II of the project.

CARRIED

MOVED Director Bartram, SECONDED Director Mayne, that a construction and design team from Hughes Condon Marler Architects be retained to undertake work described as Phase I and II in the Ravensong Aquatic Centre Upgrades and Remedial Work Project Request for Proposal as detailed in the March 24, 2009 submission.

CARRIED

**Building Canada Grant Application – Lighthouse Regional Trail Project.**

MOVED Director Bartram, SECONDED Director McNabb, that the Regional Board support an application to the Canada-BC Building Canada Fund – Communities Component for a grant to develop bridges, boardwalk and trail along the south loop of the Lighthouse Country Regional Trail in Electoral Area 'H'.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the Board of the Regional District of Nanaimo is prepared to cover its share of eligible project costs and all ineligible project costs with respect to the development of bridges, boardwalk and trail along the south loop of the Lighthouse Country Regional Trail in Electoral Area 'H'.

CARRIED

MOVED Director Bartram, SECONDED Director Ruttan, that the Regional District of Nanaimo commits to operating and maintaining the improved Lighthouse Country Regional Trail.

CARRIED

**Amendment Bylaws No. 804.05 & No. 1553.01 – Increase Requisition Limits for Electoral Area 'F' Community Parks Service and Regional Growth Management Service.**

MOVED Director Biggemann, SECONDED Director Wilson, that "Electoral Area 'F' Community Parks Local Service Amendment Bylaw No. 804.05, 2009" be introduced for first three readings and be forwarded to the Ministry of Community Development for approval.

CARRIED

MOVED Director Biggemann, SECONDED Director Wilson, that "Regional Growth Management Service Amendment Bylaw No. 1553.01, 2009" be introduced and read three times.

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that "Regional Growth Management Service Amendment Bylaw No. 1553.01, 2009" be adopted.

CARRIED

***WATER AND WASTEWATER SERVICES***

**WASTEWATER**

**Southern Community Sewer Treatment Service – Grant Application for Third Digester at Grater Nanaimo Pollution Control Centre.**

MOVED Director Holdom, SECONDED Director Unger, that the Board support the grant application made to the Canada – British Columbia Building Canada Fund, Communities Component for a third digester at the Greater Nanaimo Pollution Control Centre.

CARRIED

**IN CAMERA**

MOVED Director Holme, SECONDED Director Unger, 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.

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 8:17 PM

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CHAIRPERSON

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SR. MGR, CORPORATE ADMINISTRATION

Grace United Church  
Coombs, B.C.

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Rev. Mas Iwasawa

April 15<sup>th</sup>, 2009

TO WHOM IT MAY CONCERN:

We are disappointed to hear that the Frontiersman Pub plans to relocate just up the Alberni Highway from our church. This is the heart of a residential neighbourhood. We feel that the area near the church, school, community playground and the Coombs Market is a very high traffic area with the focus directed on a family outing.

It is also our understanding that a Daycare Operation is very close to the planned area. In this location, the Pub atmosphere will tend to bring in unsuitable clients to an area where there are many children walking and playing.

It is our hope that you will consider our concern for the health of the community.

Respectfully



Reverend Mas Iwasawa

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

COPY: Liquor Control Board

We petition the transfer of the Frontiersman Pub & Retail Liquor Store currently located at 2280 Alberni Highway, Coombs, B.C. to the proposed site of 2484 / 2494 Alberni Highway, Coombs, B.C. (Rock Replica site). The current location is in downtown Coombs. The proposed 1.95 acre site (less than the required 1 hectre) is in the heart of established residential properties.

- ◆ all adjacent properties are residential.
- ◆ all adjacent properties have shallow potable wells.
- ◆ contamination of our water supply is very feasible from a large business septic system.
- ◆ this site is on a curved heavy traffic highway in a 60 km zone.
- ◆ many pedestrians including school children walk this road.
- ◆ noise pollution generated by pub clients, motorcycles, vehicles, loud bands.
- ◆ CONSIDER THE IMPACT ON THE LIVES OF THE SURROUNDING RESIDENTS THAT HAVE BEEN LIVING HERE FOR DECADES.
- ◆ We ask that you deny the transfer of the Frontiersman Pub & Liquor Store license to this site.

## GRACE UNITED CHURCH congregation

Name (print)	Address	Phone	Signature
BILL BOLEY	3035 RINVOLD Rd. GRACE UNITED CHURCH	752-9757	<i>[Signature]</i>
LINDA IWASAWA	ALBERNI HWY. GRACE UNITED CHURCH	714-6641	<i>[Signature]</i>
<sup>REV.</sup> MAS IWASAWA	ALBERNI HWY.	714-6641	<i>[Signature]</i>
JOHANNIE SUTTON	Nanoose Bay 1504 Madrona Dr	468-5544	<i>[Signature]</i>
JIM SUTTON	"	468-5544	<i>[Signature]</i>
Janez Boley	3035 Rinvold Rd.	752-9757	<i>[Signature]</i>
Doreen Patterson	976 Robin Pl Qualicum	752-9366	<i>[Signature]</i>
EILEEN KOZAK	#2-450 BAY AVE MARKSVILLE	248-1198	<i>[Signature]</i>
Myrtle Hagenbuch	#15 Magnolia Ave Parksville	248-3366	<i>[Signature]</i>
Helen Stickleland	#22 141 Fifth Ave East Qualicum Beach	(250) 743-0926	<i>[Signature]</i>

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

COPY: Liquor Control Board

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- ♦ We ask that you deny the transfer of the Frontiersman Pub & Liquor Store license to this site.

## Grace United Church Congregation

Name (print)	Address	Phone	Signature
Valerie Ann Stuckland	Qualicum Beach, BC V9K1N5 #22 141 Fifth Ave.	250-7480926	G. Stuckland
Helen M. Peacock	2465 Apollo Dr	468-2063	H. Peacock
Sylvia Young	425 Nungel Rd.	752-5470	
Kay Harford	103-134 5th Ave E	752-6047	
Marge Meserina	222 W. Jensen, Parksville	954-1281	
Judith Hill	2350 Buckland St NANAIMO	752-7501	
Sue Bittton	790 FOSTER DR, Parksville	2488822	
Bill Bittton	790 FOSTER DR PARKSVILLE	2488822	
A. Koshin	6115 West Island Hwy	757-9165	
M. Koshin	6115 West Island Hwy	757-9165	

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

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Name (print)	Address	Phone	Signature
Gerald Hall	2350 Bucktail Pl.	752-501	G. R. Hall
Mary Ann Kennedy	# 407-220 West Island Hwy	951-9553	M. A. Kennedy
Scott Murray	# 407-220 West Island Hwy	951-9553	Scott Murray

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

copy: Liquor Control Board

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We ask that you deny the transfer of the Frontiersman Pub liquor-primary and retail liquor store licenses.

**Phase 1 Immediate Neighbourhood**

Name (print) Address Phone Signature

Elaine Miller 2495 Alberni Hwy Coombs (250) 248-6935 Elaine Miller

Doug Rytortchuk 2458 ALBERNI HWY COOMBS 947-9930 ~~Doug Rytortchuk~~

HARRY MILLER 2495 Alberni Hwy Coombs 248-6935 Harry Miller

Ron Bergen 2560 Alberni Hwy Coombs 954-1460 Ron Bergen

Marsha Bergen 2560 Alberni Hwy Coombs 954-1460 Marsha Bergen

Shelly Hamilton 2679 ALBERNI HWY COOMBS 752-1261 Shelly Hamilton

Chris Hunt 1711 Alberni Hwy 752-0561 Chris Hunt

Lana Meuckow 2727 ALBERNI HWY 752-5520 Lana Meuckow

KERRY MEUCKOW 2747 old Alberni Hwy 954-5520 Kerry Meuckow

DAVID BARRETT 2777 o' ALBERNI 951-6450 David Barrett



# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

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(Phase I) Immediate Neighbourhood

Name (print)	Address	Phone	Signature
Wendy Wright	2874 Palmer Rd	752-5652	Wendy Wright
Ellen Bainwalker	2928 Palmer Rd.	752-6253	Ellen Bainwalker
G Douglas Saloman	1055 Schidler	248-8892	G Douglas Saloman
Pat Gillispie	2470 ALBERNI Hwy	248-3951	Pat Gillispie
John D. Gillispie	2470 ALBERNI Hwy	248-3951	John D. Gillispie
Debra Cox	2481 ALBERNI Hwy	248-6655	Debra Cox
PETER SCHULZ	2506 ALBERNI Hwy	248-0220	Peter Schulz
Jacquelyn Schulz	2506 Alberni Hwy	248-0220	Jacquelyn Schulz
FLORENCE Medlen	3065 Palmer Rd.	752-6573	Florence Medlen

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

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(Phase 1) Immediate Neighbourhood

Name (print)	Address	Phone	Signature
Ma Paillard-Wright	2366 Alberni Hwy	586-6179	<i>[Signature]</i>
EIRA CAWDELL	2363 Alberni	951 300 7	<i>[Signature]</i>
Takoda Crawford	2363 Alberni	951 0375	<i>[Signature]</i>
Christann Crawford	2363 Alberni	951-0375	<i>[Signature]</i>
AM MARTIN	1030 Schidler	248 0442	<i>[Signature]</i>
Courtney Martin	" "	248 0442	<i>[Signature]</i>
Daria Fleischmann	1101 Schidler Rd	250 2489890	<i>[Signature]</i>
Nicky Bolger	1100 Schidler Rd	248 2786	<i>[Signature]</i>
Lara Bolger	1100 Schidler Rd	248 2809	<i>[Signature]</i>

# FRONTIERSMAN PUB RELOCATION

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Phase  
I

Immediate Neighbourhood

Name (print)	Address	Phone	Signature
GRACE KEY	1336 Winchester Rd.	(250) 752-3588	
TODD KETTLEWELL <i>Todd Kettlewell</i>			<i>Todd Kettlewell</i>
PETER KEY	1336 WINCHESTER Rd.		<i>Peter Key</i>
Ryan Key	1336 Winchester Rd.	(250) 752-3588	<i>Ryan Key</i>
Jessica Key	1336 Winchester Rd.	(250) 752-3588	<i>Jessica Key</i>
Bill Preston	3243 Malon Rd.	(250) 752-8486	<i>Bill Preston</i>
BOB ROWE	2760 PETERS Rd	752-7448	
MARIA PIRES	1714 ALBERNI WHY	COOMBS	

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

copy: Liquor Control Board

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*Phase I*

Name (print)	Address	Phone	Signature
J. CHAFFIN	1234 WINCHESTER	752-6686	<i>J. Chaffin</i>
LIND WARRNOCK	2894 PALMER RD	752-1062	<i>L. Warr</i>
STEVE JOHNSON	" " "	" "	<i>Steve Johnson</i>
FRED WARRNOCK	" " "	" "	<i>Fred Warr</i>
<i>Wendore Himmelman</i>	2891 PALMER RD		
RUDOLF W. HIERSEMAN	2891 PALMER RD		<i>R. Hierseman</i>
Mark Rootz	2587 Palmer Rd.		<i>Mark Rootz</i>
Shannon Pollard	2366 Alberni Hwy	586-6179	<i>S. Pollard</i>
Nancy Pond	2386 Alberni Hwy	248-1169	<i>Nancy Pond</i>
Larry Pond	" "	" "	<i>Larry Pond</i>

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

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Name (print)	Address	Phone	Signature
Sharon Cox-Gustafson	2481 Alberni Hwy	248-6655	Sharon Cox-Gustafson
Eileen Kroeg	2423 ALBERNI HWY	248-6566	Eileen Kroeg
TARY HURSEY	1080 WINCHESTER RD		752-7026
ANA TURKOV	2685-PALMER RD.		752-9319
Tammy Phye	1140 Winchester Road		752-2359
Rose Brittain	1193 Winchester Rd		752-6621
Rose Brittain	1193 WINCHESTER RD		752-6621
Amanda Lynn	1180 WINCHESTER RD		752-7869
CARY FERGUSON	2350 KERR RD COOMBS	248-9908	
Bill YARRELI	TINTERIV RD		W/ YARRELI

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

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Name (print)	Phase ①	Address	Phone	Signature
Tamara Judd		200 m/ps, BC 1101 Schidler Rd	250-248-7183	Tamara Judd
SHARON BOLGER		1100 SCHIDLER RD	248-6309	Sharon Bolger
STEVE BOLGER		1100 SCHIDLER RD	" "	Steve Bolger
Judy Walsh		1033 Schidler Rd	248-3381	Judy Walsh
Mary Pat Thompson		1033 Schidler	951-3198	Mary Pat Thompson
Kelly John		1033 Schidler Rd	951-3428	Kelly John
Kerry Bowerman		2270 Kerr Rd	248-4904	Kerry Bowerman
SUZIN CROSBY		1058 Schidler Rd	250-248-2463	Suzin Crosby
NEIL CROSBY		1058 SCHIDLER RD	250-248-2463	Neil Crosby
SHARON E FERBUSON		2350 KERR RD	250 248 9808	COOMBS

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

copy: Liquor Control Board

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Name (print)	Address	Phone	Signature
LISA FOXSETH	Phase I 2484 Alberni Hwy COOMBS	250-248-6415	[Signature]
LINDA KEATING	2430 ALBERNI Hwy COOMBS BC	250-248-2555	[Signature]
M. VanDerStok	2458 Alberni Hwy	248-7312	[Signature]
L. Smith-Hodgson	2458 Alberni Hwy	248-7312	[Signature]
Fran Lacroix	956 coombs Rd	248-8138	[Signature]
James Lacroix	" "	" "	[Signature]
Theresa Brown	949 Coombs Rd	248-6292	[Signature]
Timothy [unclear]	1030 Schidler Rd	248-0042	[Signature]
CAREY DUNLAW	1030B Schidler RD	752-2548	[Signature]
SARAH DUNLAW	1030 B Schidler RD	752-2548	[Signature]

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
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Name (print)	Address	Phone	Signature
Diane Myers	1018 Schidler Rd	947-9811	Diane Myers
Jules Martel	1018 Schidler Rd.	947-9811	Jules Martel
CARL HARKNETT	2701 PALMER RD	752-9715	Carl Harknett
Carroll Harknett	2701 Palmer Rd	752-9715	Carroll Harknett
KATHRYN BAILEY	2724 PALMER RD	752-1892	Kathryn H. Bailey
Monica K. Greer	2474 ALBERNI HWY	248-9419	Monica K. Greer
MP Greer	2474 ALBERNI HWY	248-9419	MP Greer
Earl Morton	2796 Palmer	unlisted	Earl Morton
Will Hinos	2594 Palmer	250-2288	Will Hinos
J. Morton	2796 Palmer	unlisted	J. Morton



Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

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*Phase I*

Name (print)	Address	Phone	Signature
Justin Bachand	2600 Alberni Hwy	250-987-8327	<i>[Signature]</i>
PETER BACHAND	"	250-248-6675	<i>[Signature]</i>
Adrian Bachand	"	250-954-8327	<i>[Signature]</i>
Elkie Bachand	"	"	<i>[Signature]</i>
Gerald E Hansen	1576 Winchester	250-752-6855	<i>[Signature]</i>
Sean Hansen	"	"	<i>[Signature]</i>
LYLE NESSEL	2595 PALMER Ct.	250-752-4751	<i>[Signature]</i>
ROBIE NESSEL	" "	" "	<i>[Signature]</i>
Carolyn Jamington		752-9132	Carolyn Farrington

# FRONTIERSMAN RELOCATION CONCERNS

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

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Name (print)	Phase I	Address	Phone	Signature
JAM CRAWFORD		2363 ALBERNI HWY	951-0375	<i>Jam Crawford</i>
TERESA POLLEN		2313 ALBERNI HWY	951-0375	<i>Teresa Pollen</i>
John Crosby		1058 Schidler Rd	248-2463	<i>John Crosby</i>
Brian Gustavson		2481 Alberni Hwy	248-6655	<i>Brian Gustavson</i>
Darryl Gustavson		2481 Alberni Hwy	248-6655	<i>Darryl Gustavson</i>
Debbie Patterson		1077 Schidler	248-8934	<i>Debbie Patterson</i>
Julie Whitaker		1094 Schidler Rd	248-0202	<i>Julie Whitaker</i>

Regional District of Nanaimo  
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We ask that you deny the transfer of the Frontiersman Pub liquor-primary and retail liquor store license.

*Phase I*

Name (print)	Address	Phone	Signature
MEUCKON KEN	2777 OLD ALBERNI HWY	752-5520	<i>[Signature]</i>
SUSAN MEUCKON	2747 OLD ALBERNI HWY	752-9736	<i>[Signature]</i>
Jason Hackett	2730 OLD ALBERNI HWY	752-8737	<i>[Signature]</i>
BARRY SMYTH	2762 OLD ALBERNI HWY	752-6465	<i>[Signature]</i>
Lucie Abernethy	2517 Alberni Hwy	248-5248	<i>[Signature]</i>
Chase Miller	2495 Alberni Hwy	248-4932	<i>[Signature]</i>
Chase Miller	2495 Alberni Hwy	228-7117	<i>[Signature]</i>
Shane Miller	2495 Alberni Hwy	248-6935	<i>[Signature]</i>
ZOYE GEEKIE	998 Schidler Rd	248-3160	<i>[Signature]</i>

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

copy: Liquor Control Board

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Name (print) \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_ Signature \_\_\_\_\_

Harrison 2474 Alberni Hwy 250-248-9411

Robbie Cluett Work - Coombs 752-0558

JOHN REIMER SHAWMURISERS

PETER ZBOYOUSKY Peter Zboyousky

Shawn Zboyousky 2584 Alberni Hwy Shawn Zboyousky

# FRONTIERSMAN RELOCATION CONCERN

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2



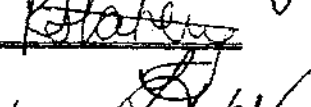
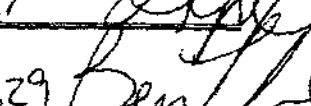
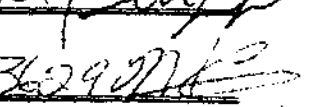

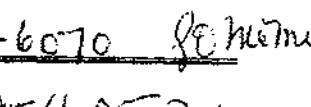
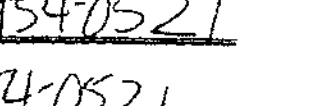
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Name (print)	Address	Phone	Signature
STEPHAN STABLEY	1040 VIRGINIA RD.	954-1944	
Marlene Stabley	1040 Virginia Rd	954-1944	
Kristina Stabley	1040 Virginia Rd	2502402516	
LYN POLLARD	2366 ALBERNI HWY	250-248-6121	
Benoit LeFebvre	2390 Alberni Hwy	2502443629	
Mary Ann LeFebvre	2390 Alberni Hwy	250-244-3629	
Janelle Brooks	2382 Alberni Hwy	250-951-6751	
Gwen McMillan	964 COOMBS RD	250-248-6070	
Condore Dewolf	2480 Alberni Hwy	(250) 954-0521	
D. Dewolf	2480 Alberni	(250) 954-0521	

Regional District of Nanaimo  
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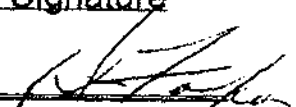

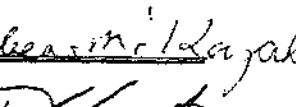

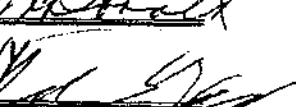



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Name (print)	Address	Phone	Signature
DONNA FARKAS	3330 ALBERNI HWY	752-6784	
Don Farkas	2722 Alberni Hwy	752-6784	
EILEEN KOZAK	#2-450 BAY ST PARKS VILLAGE		
Joyce Westra	3330 Alberni Hwy	752-6125	
G. McDonald	1060 Park Rd	452-5720	
Shawn Hayden	COOMBS	2506 Alberni Hwy	
Robby Champion	COOMBS		
Sean Michaels	COOMBS		

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
 6300 Hammond Bay Rd.  
 Nanaimo, B.C.  
 V9T 6N2

COPY: Liquor Control Board

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- ◆ We ask that you deny the transfer of the Frontiersman Pub & Liquor Store license to this site.

## Area F Residents

Name (print)	Address	Phone	Signature
Victoria Chaffin	1234 Winchester	250-752-6686	V.C.
Dominic Bittain	1193 Winchester RD	250-752-6621	D-B
Angela Benoit	1391 Winchester Rd	250-752-1265	Angela Benoit
Suzanne Goldsterny	2459 Grafton Rd	250 248 8804	J. Goldsterny
Kevin Bittain	1391 Winchester Rd.	250-752-1265	Kevin Bittain
Theresa Benoit	"	"	TB
TIM F LEISCHMANN	2211 PIERMONT RD.	250 248 9820	Tim Leischmann
MIRNA MUSKA	"	"	Mirna Muska
Wm. P. Van Duin	3110 ALBERNI Hwy	752-2220	
Berry [Signature]	1990 ALBERNI HWY	248-9240	

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
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Name (print)	Address	Phone	Signature
J. Humphrey	1100 MIDDLE GATE	250-248-1925	<i>[Signature]</i>
C. VanDuin	3110 Alberni Hwy	250-752-2220	<i>C. VanDuin</i>
R. Ryane	Spring Pl. Rd. Errington	—	<i>R. Ryane</i>
Dani Salt	Tintern Road	250-240-1613	<i>Dani Salt</i>



# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
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Nanaimo, B.C.  
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Name (print) Phase 1 → Address \_\_\_\_\_ Phone \_\_\_\_\_ Signature \_\_\_\_\_

DORRA McARDON 2595 ALBERNI Hwy 250-954-0084 Blonna M. Ardor

WANCY NEDOKUS 2619 ALBERNI Hwy 250-248-9371 W. Nedokus

DANNY NEDOKUS 2619 ALBERNI Hwy 248-9371 D. Nedokus

Can Petition ID

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
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Name (print)	Address	Phone	Signature
Heather Westhead	941 Poplar Way	(350) 752-8679	Heather Westhead
DENNIS OZEB	3880 ALBERNI HWY	752-1482	Dennis Ozeb
Ross Woods	89 MILLERS RD	738-0961	Ross Woods
Aaron Poirier	858 Carson Rd	752-0088	Aaron Poirier
Kenia Miller	941 Poplar Way	752-8679	Kenia Miller
MARK McMILLAN	418 ILLINOIS RD	752-1907	Mark McMillan

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Regional District of Nanaimo  
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## Concerned Truckers

Name (print)	Address	Phone	Signature
Ryan Christie	1406 Pintail Dr	927-4623	
Coral Christie	790 Canyon Crs.	752-3164	
Brent Moore	781 Phillips	954-1267	
DAVE HODGES	1290 MIDLEGATE	248-3210	
Neil Jack	1360 Mallard	951-8834	
JOHN CHRISTIE	1149 Smithers Rd	954 7778	
DAVE DALCO	2010 Crafton Rd.	248-2884	

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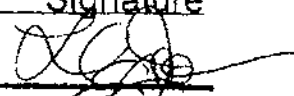

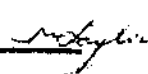


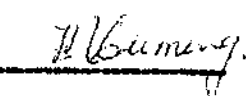



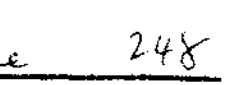
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## Frequent Visitors to Coombs

Name (print)	Address	Phone	Signature
Laurel Johannson	2416 Nanoose Rd.	250-468-7040	
FERRY GALEY	2454 Holman Dr.	250-758-9965	
MARY TAYLOR	Box 306 Nanoose Bay	250-468-7708	
LEWIS TOLLE	302-155 WILKINSON ST	250-586-8005	
DALE CUMING	733 FOSTER DR	250-248-4602	
MARLENE CUMING	733 FOSTER DR	250-248-9602	
Ernie Stevenson	107-635 Blenkinsie Parkville	252-951-0639	
Pat Sears	106-635 Blenkinsie Ave. Parkville	250-248-6142	
Ann Driskson	246-2465 Apollo Dr Nanaimo	250-468-4177	
Nicola Lyle	471 Seaway, Parkville	248-9247	

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
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 Nanaimo, B.C.  
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Name (print)	Address	Phone	Signature
MICHEEN SWPKE	742 DOE FARM LANE	951-9897	<i>Micheen Swpke</i>
MARTON BLASS	369 Wisteria St	951-3411	<i>Marton Blass</i>
NEIL WORBOYS	754 Kensington Place	752-5568	<i>Neil Worboys</i>
Juckie Worboys	754 Kensington Pl.	752-5568	<i>Juckie Worboys</i>
David Hobson	6206 DOVER RD	756-0931	<i>David Hobson</i>
Catherine Hudson	908 St Andrews	954-4759	<i>Catherine Hudson</i>
MARY CLARKE	706 ERMINESKIN AVE.	951-9880	<i>Mary Clarke</i>
PADDY CLARKE	706 ERMINESKIN AVE.	951-9880	<i>Paddy Clarke</i>
Lois Young	425 Newall Road	752-5470	<i>Lois Young</i>
D. Evans	204 - McVickers St.	954-1474	<i>D. Evans</i>

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Name (print)	Address	Phone	Signature
V. Neville	5488 Deep Bay Dr.	757-9645	<i>[Signature]</i>
I Searle	1049 Sunrise Dr.	752-8723	<i>[Signature]</i>
T.W. Searle	1049 Sunrise Dr.	752-8723	<i>[Signature]</i>
NANCY WHELAN	496 W. CRESCENT <sup>4-18</sup>	752-7824	<i>[Signature]</i>
Daphne MANSON	797 Sanderson Rd.	248-7883	<i>[Signature]</i>
E. Augustyn	1019 Maple Lane	248-6434	<i>[Signature]</i>
C. J. Trueman	184 West 6 <sup>th</sup>	752-3409	<i>[Signature]</i>
Vicki Knight	1349 Marina Way	468-7205	<i>[Signature]</i>
M. Stevens	470 Highway	752-3019	<i>[Signature]</i>
Jan Hayes	826 Georgia Pl.	248-5185	<i>[Signature]</i>

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Name (print)	Address	Phone	Signature
Eva H. Iborn	489 Bayview Terrace Qualicum	250 752-6217	E. Iborn
Quita Peverley	2180 Honey Wuff	250 248-2776	Quita Peverley
Joan deJong	1536 Marine Circle Parksville	752-2918	Joan deJong
Sally Hemingson	231 Fern Rd. W. Qualicum Beach	752-3648	Sally Hemingson
Jan Graham	750 Phillips St. Pville	248-9724	Jan Graham
Ann Kullman	1070 TROY PLACE Q.B.	752-9104	Ann Kullman
JEAN MEIKLE	795 KASBA CIRCLE PARKSVILLE		Jean Meikle
AVIVA FOX	3156 Island Hwy	250-752-2149	Aviva Fox
EVELYN MILLER	#102-3156 Island Hwy	752-6035	Evelyn Miller
DAVID HUDSON	908 ST. ANDREW'S LAKE	954-3754	David Hudson

## FRONTIERSMAN PUB RELOCATION


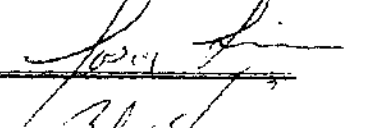
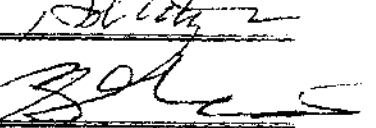
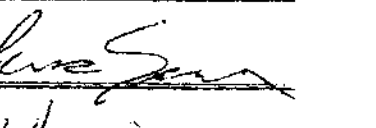
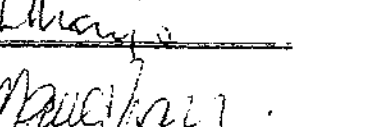

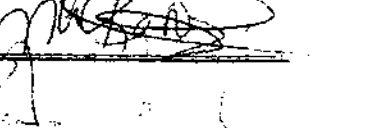
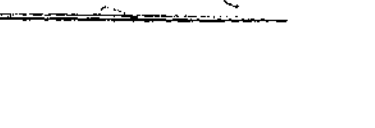

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

copy: Liquor Control Board

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The proposed 1.95 acre site is in the heart of established residential properties. This would have a devastating impact on the lives of the surrounding residents that have been living here for decades. The quietness of the area would be ravaged. This is a totally inappropriate location, and unfair to the long time residents.

Alberni Highway is a major route for vehicle traffic and on any given day is a steady stream of vehicle and transport trucks. The traffic flow would be greatly hindered by the in and out of vehicles to this location. The potential for accidents would be extreme. We ask that you deny the transfer of the Frontiersman Pub liquor-primary and retail liquor store license.

Name (print)	Address	Phone	Signature
GREG KENDRICK	Parksville	—	
Jason Linn	Parksville	—	
Bob Whittingham	O.B.	—	
B. D. [unclear]	—	—	
Christopher Sampson	Coombs	—	
Lee Manjo	Coombs	—	
Therese Manghan	Nanaimo 760-0012	—	
Bruce Kobayashi	Parksville	—	
Teena Mackenzie	Parksville	—	
Richard Stewart	Parksville	—	



# FRONTIERSMAN PUB RELOCATION

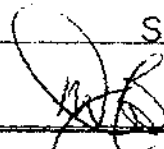
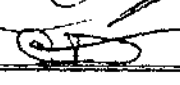

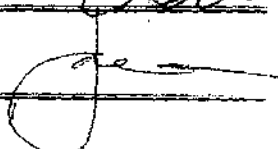
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Name (print)	Address	Phone	Signature
DON LITTLE	859 <del>Alberni</del> Dr. Pissin	954-1121	
Christine Davies	2041 Sunking rd	248-1521	
Cheryl March	2105 Sunking	248-5383	
Jane Frost	235 McInnison	248 4422	

# FRONTIERSMAN PUB RELOCATION




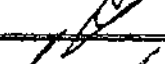
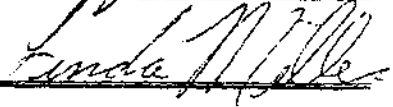
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The proposed 1.95 acre site (less than 1 hectre) is in the heart of established residential properties with shallow wells. This would have a devastating impact on the lives of the surrounding residents that have been living here for decades. The quietness of the area would be ravaged. This is a totally inappropriate location, and unfair to the long time residents.

Alberni Highway is a major route for vehicle traffic and on any given day is a steady stream of vehicle and transport trucks. The traffic flow would be greatly hindered by the in and out of vehicles to this location. The potential for accidents would be extreme. We ask that you deny the transfer of the Frontiersman Pub liquor-primary and retail liquor store license.

Name (print)	Address	Phone	Signature
F. CATRIVE	760 DINGO Coombs		
C. BOWD	PARKSVILLE		
E. BOWD	PARKSVILLE		
C. Miller	Nanaimo		
L. Miller	Nanaimo		

# FRONTIERSMAN PUB RELOCATION

Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, B.C.  
V9T 6N2

COPY: Liquor Control Board

We petition the transfer of the **Frontiersman Pub & Retail Liquor Store** currently located at **2280 Alberni Highway, Coombs, B.C.** to the proposed site of **2484 / 2494 Alberni Highway, Coombs, B.C. (Rock Replica site)**. The current location is in downtown Coombs. The proposed 1.95 acre site (less than the required 1 hectre) is in the heart of established residential properties.

- ◆ all adjacent properties are residential.
- ◆ all adjacent properties have shallow potable wells.
- ◆ contamination of our water supply is very feasible from a large business septic system.
- ◆ this site is on a curved heavy traffic highway in a 60 km zone.
- ◆ many pedestrians including school children walk this road.
- ◆ noise pollution generated by pub clients, motorcycles, vehicles, loud bands.
- ◆ **CONSIDER THE IMPACT ON THE LIVES OF THE SURROUNDING RESIDENTS THAT HAVE BEEN LIVING HERE FOR DECADES.**
- ◆ We ask that you deny the transfer of the **Frontiersman Pub & Liquor Store** license to this site. *FREQUENT VISITORS TO COOMBS*

Name (print)	Address	Phone	Signature
MELANIA HOFFMAN #202	264 MacVicar St. Gabriola	7542054	Melania Hoffman
SHER MORISON	667 TEMPLE ST. PARKSVILLE BC	754 1601	M. Morison
LESLEY LAUZER	729 PHILLIPS PARKSVILLE BC		L. Lauzer
Joanne	8A Bald Eagle Cres.	250-240-4149	Joanne Vucelja
ROB MOUNCE	PORT COQUITAM 1158 ST ALBERT AVE		Rob Mounce
NORMA MOUNCE	PORT ALBERNI		Norma Mounce
BILL MOUNCE	PORT ALBERNI		Bill Mounce

# FRONTIERSMAN PUB RELOCATION

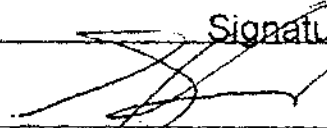
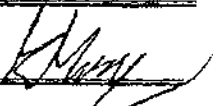

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Name (print)	Address	Phone	Signature
Grant Klassen	Qualicum Beach		
Kayla Murphy	6#125 Centre Rd Qualicum Beach	250 2401620	
Crystal Mosher	585 HAZELWOOD PL. Q.B	250 752 4868	



RGN REPORT	
CAO APPROVAL <i>RV</i>	
EAP	
COW	
APR 21 2009	
RHD	
BOARD	✓ Apr 28 '09

# MEMORANDUM

**TO:** Geoff Garbutt  
Manager, Current Planning

**DATE:** April 20, 2009

**FROM:** Susan Cormie  
Senior Planner

**FILE:** 3360 30 0705

**SUBJECT:** Bylaw Amendment Bylaw No. 500.348 – Fern Road Consulting on behalf of Signal Road Pharmacy Ltd. (An Alberta Company) & Walbern Ventures Inc., Inc. No. A58712  
Electoral Area 'E' – Claudet and Prawn Roads

## PURPOSE

To consider Bylaw 500.348 for adoption.

## BACKGROUND

Bylaw No. 500.348 was introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading on February 24, 2009. This was followed by a Public Hearing held on March 9, 2009. The Board granted 3<sup>rd</sup> reading for the amendment bylaw on March 24, 2009.

The purpose of this amendment bylaw is to rezone the properties located adjacent to Claudet and Prawn Roads and legally described as Lot 1, District Lot 84, Nanoose District, Plan 47545 from Rural 5 Subdivision District 'D' (RU5D) (2.0 ha minimum parcel size with or without community services) and Lot 2, Plan 47545 and Lot A, Plan VIP80224, Both of District Lot 84, Nanoose District, from Resource Management 3 Subdivision District 'B' (RM3B) (8.0 ha minimum parcel size with or without community services) to Rural 10 (RU10) Subdivision District 'Z' (No further subdivision) in order to facilitate the development of five-lot subdivision with a maximum of one dwelling unit per lot (see Schedule No. 2 for proposed plan of subdivision).

At 3<sup>rd</sup> reading of this amendment application, the Conditions for Approval include the preparation of a development covenant to be registered on title prior to the amendment bylaw being considered for adoption. This condition, to be completed prior to consideration of 4<sup>th</sup> reading of the corresponding bylaw, is outlined in Schedule No. 1. The applicant has provided the required covenants and it is expected that these document will be registered on title by the April 28, 2009 Board meeting.

## ALTERNATIVES

1. To adopt Bylaw No. 500.348, 2009.
2. To not adopt Bylaw No. 500.348, 2009.

**VOTING**

All Electoral Area Directors - one vote except Electoral Area 'B'.


**SUMMARY**

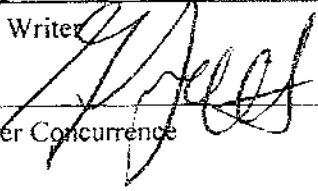
"Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.348, 2009" was considered by the Board and given 1<sup>st</sup> and 2<sup>nd</sup> reading on February 24, 2009. Subsequent to that, a Public Hearing was held on March 7, 2009 and the Board granted 3rd reading on March 24, 2009. As the conditions of approval, as outlined in *Schedule No. 1*, are expected to be completed by the Board meeting, this bylaw may now be considered for adoption.

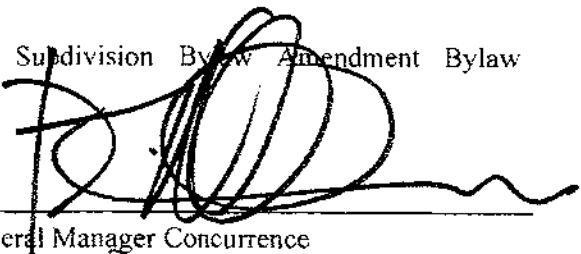
The following recommendation is provided for consideration by the Board.


**RECOMMENDATION**

That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.348, 2009", be adopted.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

**Schedule No. 1  
Amendment Bylaw No. 500.348  
Conditions of Approval**

The applicant is to provide the following documentation prior to the amendment application being considered for 4<sup>th</sup> reading:

**DEVELOPMENT AGREEMENT**

Applicant to prepare a section 219 covenant to secure the following conditions. This covenant is to be prepared and registered by the applicant to the satisfaction of the Regional District prior to consideration of 4<sup>th</sup> reading. Draft covenant document is to be forwarded to the RDN for review prior to registration at Land Title Office, Victoria, BC.

The applicant agrees that all requirements set out in this Development Agreement must be fulfilled prior to final approval of subdivision of any portion of the land.

**Subdivision of the Lands**

The subject parcels may only be subdivided in substantial compliance with the *Amended Proposed Subdivision of Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, District Lot 84, Nanoose District*, prepared by Sims Associates and dated revision 2009/01/29 (received March 3, 2009) as shown on Schedule No. 2 and to be attached to the Development Agreement.

**Park Land**

The applicant will complete the following to the satisfaction of the Regional District of Nanaimo:

1. Transfer as a fee simple parcel or dedicate as park land, the land labeled as bike path as shown on the Proposed Subdivision of Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, District Lot 84, Nanoose District, prepared by Sims Associates and dated revision 2009/01/29 as shown on Schedule No. 2 and to be attached to the Development Agreement.
2. Design and construct a pedestrian trail in accordance with the Regional District of Nanaimo General Footpath Development Guidelines (to be attached to the Development Agreement).
3. Provide one (1) trailhead sign and trail markers as required in consultation with the RDN Recreation and Parks staff and to the satisfaction of the Regional District of Nanaimo.
4. Provide suitable barriers at the trailhead entrance to discourage motorized vehicles from utilizing the trail in consultation with the RDN Recreation and Parks staff and to the satisfaction of the Regional District of Nanaimo.

**Environmental Management**

1. The applicant's environmental consultant will provide written certification that the recommendations for mitigation and the conclusions and recommendations set out in the report entitled *Biophysical Assessment and General Environmental Management Plan - Development Property, Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District*, prepared by EBA Engineering Consultants Ltd. and dated February 20, 2007 have been carried out in the development of the subject parcels to the satisfaction of the environmental consultant.

2. With respect to Recommendation No. 4 concerning the fenced buffer area for the eagle nest tree, this fence is to be constructed to the Ministry of Environment's Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia under the supervision of a Qualified Environmental Professional. With respect to signage, a sign to be installed indicating the presence of the eagle nest tree along with educational information.

### **Hydrogeological Management**

The applicant's hydrogeological engineer with current BC certification will provide written certification that the conclusions and recommendations set out in the report titled Amended Preliminary Hydrogeological Assessment Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District, prepared by EBA Engineering Consultants Ltd. and dated October 28, 2008 have been completed to the engineer's satisfaction.

### **Vegetation Retention**

Vegetation will be retained for those areas of the subject parcels as shown on the *Amended* Proposed Subdivision of Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District, prepared by Sims Associates and dated revision 2009/01/29 (received by RDN March 3, 2009) as shown on Schedule No. 2 and to be attached to the Development Agreement. Submitted images will serve as the base line information for the vegetation retention. Removal of invasive plants or noxious weeds on a small scale within the vegetation retention area including but not limited to Scotch broom, Himalayan blackberry, morning glory, and purple loosestrife, is permitted provided the area is replanted. There shall be no removal of dangerous trees without prior consent of the RDN.

### **Eagle Nest Tree**

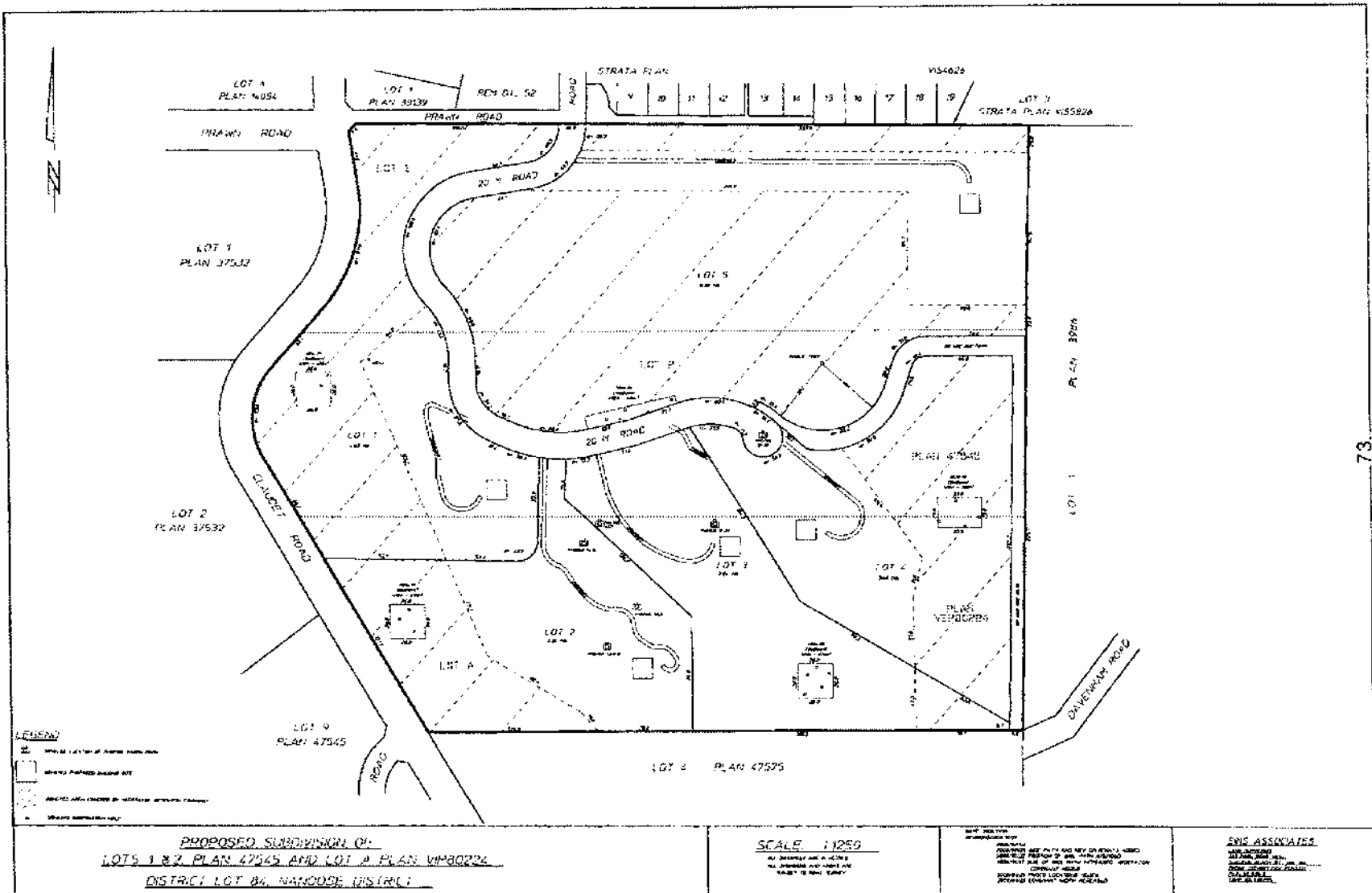
The eagle nest tree and 50.0 metre buffer area as shown on the Proposed Subdivision of Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District, prepared by Sims Associates and dated revision 2009/01/29 as shown on Schedule No. 2 and to be attached to the Development Agreement will be protected. There shall be a no disturbance/no removal of vegetation for the 50-metre radius buffer area.

### **Geotechnical Report**

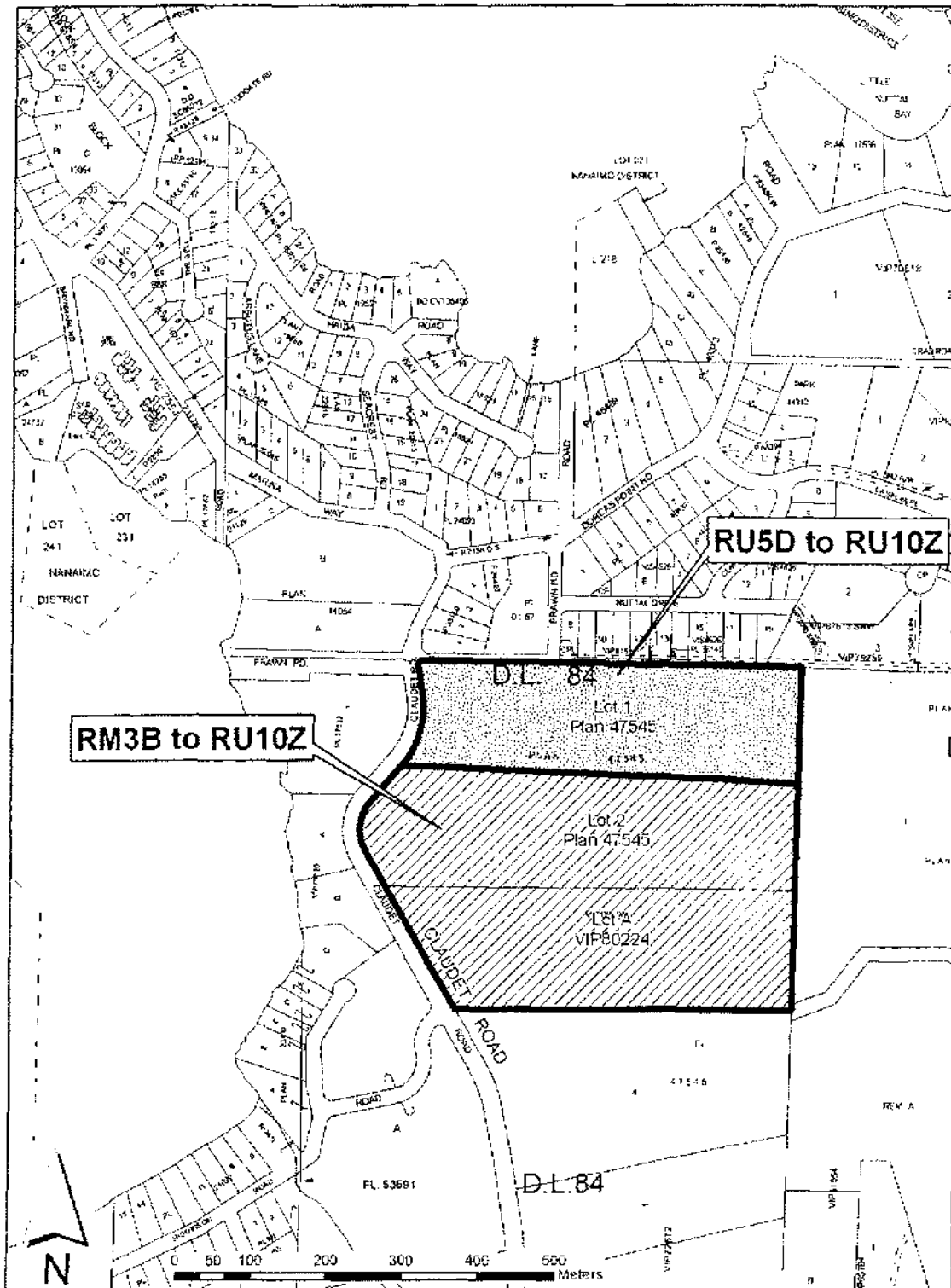
The geotechnical report titled Geotechnical Appraisal -- Development Property, Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District, prepared by EBA Engineering Consultants Ltd. and dated October 29, 2008 for the proposed parcels as shown on the Proposed Subdivision of Lots 1 & 2, Plan 47545 and Lot A, Plan VIP80224, DL 84, Nanoose District, prepared by Sims Associates and dated revision 2009/01/29 as shown on Schedule No. 2 and to be attached to the Development Agreement shall be adhered to. Applicant's professional engineer with certification in BC shall provide certification that the development has been to the completed to the engineer's satisfaction.



**Schedule No. 2**  
**Amendment Bylaw No. 500.348**  
**Proposed Plan of Subdivision – Received March 3, 2009**



**Attachment No. 1  
Amendment Bylaw No. 500.348  
Location of Subject Properties**



**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, APRIL 14, 2009, AT 6:30 PM  
IN THE RDN BOARD CHAMBERS**

**Present:**

Director D. Bartram	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director J. Stanhope	Electoral Area G
Director E. Mayne	City of Parksville

**Also in Attendance:**

M. Pearse	Senior Manager, Corporate Administration
P. Thorkelsson	General Manager, Development Services
D. Trudeau	Gen. Manager, Transportation & Solid Waste Services
N. Tonn	Recording Secretary

**MINUTES**

MOVED Director Holme, SECONDED Director Biggemann, that the minutes of the Electoral Area Planning Committee meeting held March 10, 2009 be adopted.

CARRIED

**PLANNING**

***DEVELOPMENT PERMIT APPLICATIONS***

**Development Permit Application No. 60811 – Lewin – 1505 Mason Trail – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Burnett, that Development Permit Application No. 60811 submitted by JE Anderson, BCLS, on behalf of D & W Lewin, in conjunction with the subdivision on the parcel legally described as Lot 24, District Lot 38, Nanoose District, Plan 25031 and designated within the Sensitive Lands Development Permit Area pursuant to the “French Creek Official Community Plan Bylaw No. 1115, 1998”, be approved, subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

**Development Permit Application No. 60848 – Beyeler – 204 Kinkade Road – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Holme, that Development Permit Application No. 60848, to permit the construction of a dwelling unit and detached garage and to legalize the siting of an existing storage building on the property legally described as Lot 1, District Lot 9, Newcastle District, Plan 20326, be approved subject to the conditions outlined in Schedules No. 1 to 4.

CARRIED

**ADJOURNMENT**

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

CARRIED

**TIME:** 6:34 PM

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CHAIRPERSON

## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, APRIL 14, 2009 AT 7:00 PM IN THE RDN BOARD CHAMBERS

#### Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	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 E. Mayne Alternate	City of Parksville
Director J. Wilson	Town of Qualicum Beach
Director J. Ruttan Alternate	City of Nanaimo
Director F. Pattje	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director B. Holdom Alternate	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
D. Trudeau	Gen. Mgr. of Transportation & Solid Waste Services
J. Finnie	General Manager of Water & Wastewater 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 Wilson, Pattje and Unger to the meeting, introduced Alternate Director Hartman in the audience and welcomed back Adrienne Mercer.

## DELEGATIONS

### **Blain Sepos, Oceanside Tourism, re Oceanside Tourism Annual Report.**

Mr. Sepos provided an overview of activities and accomplishments in 2008 and thanked the Board for their support in obtaining Eligible Entities Status.

### **Russell Tibbles, Fairwinds Community & Resort, re Sidewalk Function at Fairwinds – Community & Resort.**

Mr. Tibbles presented a visual and verbal summary on the existing sidewalks in the Fairwinds area and the need for a sidewalk function to bring existing sidewalks to a safe standard and to extend the current sidewalk network in Fairwinds.

MOVED Director Holme, SECONDED Director Mayne, that the Board authorize staff to explore the potential to adopt a sidewalks function, as follows:

1. Participate in a working group with Fairwinds and Ministry of Transportation, utilizing the services of a third-party engineer to be retained at Fairwinds' cost, to:
  - a) evaluate the condition of existing sidewalks and estimate the repairs and associated cost required to address deferred maintenance issues;
  - b) estimate ongoing annual maintenance costs (perhaps using \$/ft. statistics from nearby municipalities);
  - c) objectively explore the legal and administrative arrangements that have been used by other unincorporated areas to accomplish the sidewalk function, e.g., Cowichan Valley RD, Alberni-Clayoquot RD, East Kootenay RD (Panorama Mountain Village), Tofino, Ucluelet and Saltspring Island; and
  - d) undertake a risk assessment to understand the practical magnitude and likelihood of exposure relating to snow removal and other perceived risks (consider utilizing the MIA database).
2. Prepare a list of appropriate regulatory powers that are reasonably required for the purpose of sidewalk maintenance and, in consultation with legal counsel, if/how such could be procured.
3. Report back to the Board to advise on the above with supporting financial analysis, timelines and a plan of action which could be followed subject to direction from the Board.

CARRIED

### **Meyers' Norris Penny, re Auditor's Reports.**

Ms. Meryl Chahley provided an overview of the Meyers Norris Penny auditor's report and thanked management staff for their assistance in compiling the report.

## MINUTES

MOVED Director Biggemann, SECONDED Director Bestwick, that the minutes of the regular Committee of the Whole meeting held March 10, 2009 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Brian Hunter, Royal Canadian Mounted Police, re 2009 Funding for Victim Services and Restorative Justice.**

MOVED Director Bartram, SECONDED Director Mayne, that the correspondence from the Royal Canadian Mounted Police regarding disbursement of the 2009 funding for Victim Services and Restorative Justice be received.

CARRIED

**FINANCE AND INFORMATION SERVICES**

**FINANCE**

**Nanaimo Regional Hospital District – 2008 Audited Financial Statements.**

MOVED Director McNabb, SECONDED Director Burnett, that the report on the 2008 audited financial statements of the Nanaimo Regional Hospital District be received.

CARRIED

**Regional District of Nanaimo – 2008 Annual Report (Audited Financial Statements).**

MOVED Director McNabb, SECONDED Director Johnstone, that the 2008 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.

CARRIED

**Directors' & Committee Members' Remuneration & Expenses – 2008 Report.**

MOVED Director Holdom, SECONDED Director Burnett, that the 2008 report on remuneration and expenses for Board and Committee members be received.

CARRIED

**Use of Reserve Funds for Expansion of Transit & Administration Buildings.**

MOVED Director McNabb, SECONDED Director Holme, that an amount of \$1,670,000 be drawn from the Administration Building Reserve Fund for the Administration building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that \$614,670 be transferred from the Solid Waste Management reserve funds to the Administration Building Reserve Fund for the purposes of the Administration building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that \$876,950 be transferred from the Solid Waste Management reserve funds to the Southern Community Transportation capital reserve fund for the purposes of the Transit building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that the amounts transferred from the Solid Waste reserve funds be repaid over a ten year period with interest charged monthly on a simple declining balance at a rate equivalent to the rate earned on the Regional District's consolidated cash balances.

CARRIED

**New Model for Fire Services Delivery.**

MOVED Director Bartram, SECONDED Director McNabb, that staff arrange a working committee comprised of fire department representatives and the Directors for Electoral Areas 'C', 'E', 'F', 'G' and 'H' to review the recommendations from the report titled "Proposed Fire/Rescue System Model" and provide feedback which the Regional Board can forward to the UBCM and LGMA.

CARRIED

**Seismic Review of Rural Firehalls.**

MOVED Director Young, SECONDED Director Biggemann, that the Board receive the reports for information only and direct staff to arrange a meeting(s) with the fire departments to discuss the report conclusions.

CARRIED

***DEVELOPMENT SERVICES***

**BUILDING & BYLAW**

**Amendment Bylaw 787.10 – Building Inspection Service Boundary Extension to Include Area 'H' Property.**

MOVED Director Bartram, SECONDED Director Rudischer, that "Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.10, 2009" be introduced and read three times.

CARRIED

**Amendment Bylaw 787.11 – Building Inspection Service Boundary Extension to Include Area 'H' Property.**

The Chairperson noted that this report has been deferred at this time.

**EMERGENCY PLANNING**

**2008 Farmed Animal Mass Carcass Disposal Plan.**

MOVED Director Burnett, SECONDED Director McNabb, that the report and the 2008 Farmed Animal Mass Carcass Disposal Plan be received for information and that a copy of the report be forwarded to the Agricultural Advisory Committee for their information.

CARRIED

**Hazard Vulnerability Risk Analysis – 2009 Update.**

MOVED Director Bestwick, SECONDED Director McNabb, that the report and the 2009 Hazard Vulnerability Risk Analysis update be received for information.

CARRIED



***TRANSPORTATION AND SOLID WASTE SERVICES***

**SOLID WASTE**

**Solid Waste Disposal Service – Regional Landfill Design & Operations Plan Approval.**

MOVED Director Holme, SECONDED Director Biggemann, that the Board approve the Regional Landfill Design & Operations Plan for submission to the Ministry of Environment as an amendment to the Solid Waste Management Plan.

CARRIED

**Assessment of New Waste Treatment Technologies – Final Report.**

MOVED Director Holdom, SECONDED Director Mayne, that the Board receive the Assessment of New Treatment Technologies Report for information and continue to monitor developments in new treatment technologies from a cost and technology perspective.

CARRIED

**Illegal Dumping Enforcement Program – 2008 Report.**

MOVED Director Young, SECONDED Director Bartram, that the Board receive the 2008 Illegal Dumping Prevention Program report for information.

CARRIED

**Residential Food Waste Collection – Field Test Final Report.**

MOVED Director Unger, SECONDED Director Wilson, that the Board receive the Residential Food Waste Collection Field Test Final Report for information.

CARRIED

***WATER AND WASTEWATER SERVICES***

**WATER**

**Innovative Options & Opportunities for Sustainable Water Use Study.**

MOVED Director Bartram, SECONDED Director McNabb, that the Board receive the “Innovative Options and Opportunities for Sustainable Water Use” study for information.

CARRIED

MOVED Director Bartram, SECONDED Director McNabb, that the Board direct staff to develop an implementation strategy with budget implications for the proposed initiatives for the Board’s consideration.

CARRIED

**Vancouver Island Health Authority Regional Drinking Water Team Annual Report.**

MOVED Director Bartram, SECONDED Director McNabb, that the Vancouver Island Health Authority Regional Drinking Water Team 2008 Annual Report be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director McNabb, that the Board support the Regional District’s continued participation on the Vancouver Island Health Authority Regional Drinking Water Team.

CARRIED

**Convening for Action on Vancouver Island Leadership in Water Sustainability – 2008 Activities Summary.**

MOVED Director Bartram, SECONDED Director Bestwick, that the Board receive the report on the summary of CAVI's (Convening for Action on Vancouver Island) 2008 activities for information.

CARRIED

MOVED Director Bartram, SECONDED Director Bestwick, that the Board continue to support staff participation in CAVI and attendance at CAVI learning activities associated with promoting water sustainability.

CARRIED

**Nanoose Bay Peninsula Water Service – Capital Planning Report.**

MOVED Director Holme, SECONDED Director McNabb, that the Nanoose Peninsula Water System Capital Planning report be received for information.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that the Board direct staff to consider the report recommendations when developing capital plans for future infrastructure improvements in the Nanoose Bay Peninsula Water Service Area.

CARRIED

**WASTEWATER**

**Southern Community Sewer Treatment Service – Grant Application for Third Digester at Greater Nanaimo Pollution Control Centre.**

MOVED Director Holme, SECONDED Director Biggemann, that the Board support the grant application made to the Canada-British Columbia Building Canada Fund, Communities Component for a third digester at the Greater Nanaimo Pollution Control Centre.

CARRIED

**Southern Community Sewer Treatment Service – Award of Tenders for Cogeneration Equipment at Greater Nanaimo Pollution Control Centre.**

MOVED Director Holme, SECONDED Director Burnett, that an equipment procurement contract be awarded to Esc Corporation to provide a biogas conditioning system for the tendered price of \$624,411.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that an equipment procurement contract be awarded to Waterous Power Systems to provide a cogeneration system for the tendered price of \$950,400.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Wilson, that the minutes of the District 69 Recreation Commission meeting held March 19, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the Memorandum of Cooperation between the Regional District of Nanaimo and Lighthouse Recreation Commission be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the revisions to the District 69 Recreation Grants program be approved as detailed in Appendix 1 of the staff report "District 69 Recreation Grants Program Review".

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the current District 69 Recreation Grants funding allocation of 50% to Youth Grants and 50% to Community Grants be maintained.

CARRIED

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

MOVED Director Burnett, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held March 11, 2009 be received for information.

CARRIED

**Nanoose Bay Parks and Open Space Advisory Committee.**

MOVED Director Holme, SECONDED Director Bestwick, that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held February 2, 2009 be received for information.

CARRIED

**Regional Liquid Waste Advisory Committee.**

MOVED Director Holme, SECONDED Director Ruttan, that the minutes of the Regional Liquid Waste Advisory Committee meeting held March 12, 2009 be received for information.

CARRIED

**Regional Solid Waste Advisory Committee.**

MOVED Director Biggemann, SECONDED Director McNabb, that the minutes of the Regional Solid Waste Advisory Committee meeting held March 19, 2009 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that the committee supports the Regional Landfill Design and Operations Plan and that it be submitted to the Ministry of Environment.

CARRIED

**Sustainability Select Committee.**

MOVED Director Bartram, SECONDED Director Holdom, that the minutes of the Sustainability Select Committee meeting held March 18, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the report titled "2009 Progress Report on Implementation of the Regional Growth Strategy" be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the report "Housing Need Overview", Phase I of the Regional Housing Affordability Study be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the staff report "Community Emissions Reduction Measures" be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff prepare a report on what is needed to undertake a communications strategy for public awareness and education on green house gas (GHG) emission reductions (Greensmart).

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 8:04 PM

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CHAIRPERSON

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE  
REGIONAL PARKS AND TRAILS ADVISORY COMMITTEE MEETING  
HELD ON TUESDAY APRIL 7, 2009, 12:00PM  
IN THE RDN COMMITTEE ROOM**

**Attendance:** Director Larry McNabb, Chair  
Director Maureen Young  
Director Teunis Westbroek  
Director Dave Bartram  
Frank Van Eynde  
Peter Rothermel  
Craig Young

**Staff:** Carol Mason, Chief Administrative Officer  
Tom Osborne, General Manager of Recreation and Parks  
Wendy Marshall, Manager of Park Services  
Marilynn Newsted, Recording Secretary

**Regrets:** Director Joe Stanhope

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**CALL TO ORDER**

Chair McNabb called the meeting to order at 12:00pm.

**MINUTES**

MOVED T. Westbroek, SECONDED F. Van Eynde, that the Minutes of the Regional Parks and Trail Advisory Committee meeting held January 21, 2009, be approved.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

MOVED T. Westbroek, SECONDED F. Van Eynde, that the following Correspondence be received:

- S. Benton, Ministry of Environment, Re: Mount Arrowsmith
- W. Marshall to Ministry of Agriculture and Lands, Re: Licence of Occupation Block 1380, Cameron District Mt. Arrowsmith Regional Park
- W. Marshall to Union of British Columbia Municipalities Local Government Program Services, Re: Community Tourism Program
- Union of British Columbia Municipalities Local Government Program Services, Re: 2005 Community Tourism Grant (Phase I)
- H. Rueggberg, Re: Thank You For Opportunity to Serve

CARRIED

## REPORTS

### Camping Fees Report

Ms. Marshall reviewed the Camping Fees Report, noting the request for approval to revise the camping and boating fees for Horne Lake and Descanso Bay Regional Parks, was part of an update to the Park use Regulation Bylaw 1399. The current camping fees have been in place since 2004, with the exception of the boat launch fees which were last increased in 2002. The increase in fees will assist the park operators with their operating budgets and also provide opportunity for new business.

The proposed increase would be \$2 per campsite, .50 per head and a small increase to the boat launch fee. The off season rate would be discounted to \$10 per campsite in an effort to increase shoulder season use. Other initiatives include the possibility of a pass to encourage longer stays, a boat launch pass card to decrease administrative paperwork and the phasing out of the strata fee over the next two years.

MOVED T. Westbroek, SECONDED D. Bartram, that the proposed campground fee increases, as listed in Appendix 1, be approved for inclusion in the Park Use Regulation Bylaw 1399.

CARRIED

### E & N Rail Trail Draft Plan Report

Ms. Marshall reviewed the Rail Trail Feasibility Study which was funded by the Community Tourism grant. The purpose of the study was to review the E & N Rail corridor to see if it was feasible to put a trail within the corridor. The study was a joint effort with all the municipalities with the exception of Nanaimo, who are well underway with their own trail. The study itself just looked at the rail corridor and not the surrounding area, which in many cases already does have established trail which could eventually be used. The prices in the report do not include the cost of river, road or rail crossings, only the trail and subgrade.

Mr. Osborne noted with Board receipt of the report, staff may apply for funding to assist with the project. He stated the draft report indicates a high price tag, however, the information would be refined, broken down into workable sections and staff recommendations regarding the most attainable sections, for example the Parksville to Little Qualicum River Falls Provincial Park, would be presented. A meeting will be held in two weeks time with the municipal administrators to discuss the rail trail and also the Island Corridor Foundation Agreement, which would allow the municipalities and the Regional District to construct a rail trail along the E & N Rail line.

Ms. Marshall noted the standard for the rail trail will be set by the Island Corridor Foundation and the guidelines currently being prepared by staff, with input from other regional districts along the rail line, will also be followed. A separate study on the standards only, was commissioned earlier by all participants from the CRD to Comox Valley Regional District which will also be used as a guide.

MOVED D. Bartram, SECONDED F. Van Eynde, that the E & N Rail Draft Plan Report, be received for information.

CARRIED

## **Parks Criteria Update**

Ms. Marshall reviewed the Regional Park Acquisition Criteria and Rating Framework Study prepared by HB Lanarc. She noted the need for the criteria review flowed out of the work being done on the Development Cost Charges (DCC) Study. During the DCC process questions were raised about what constitutes a regional park type in a municipality and to judge what a regionally significant park is.

The study results provide a more objective look at how parks are acquired, will expand upon the system currently being used and make it more objective and also look at parks in municipalities to see if they could be classified as regionally significant.

During the study process, HB Lanarc reviewed the Regional Parks and Trail Plan, criteria currently in place, and tools used in other communities, regional districts and by conservancy groups. Staff reviewed the information received and the following major values were agreed upon - Conservation Values, Recreation Values, Socio-political Values, Affordability and Other. The major values along with portions of the original park criteria from the Regional Parks and Trails Plan and the addition of water source protection, accessibility, maintenance costs and size make up the new recommended parks criteria.

Mr. Osborne noted a meeting will be held with the municipal administrators in the next few weeks to review the Regional Park Acquisition Criteria and Rating Framework to ensure all agree with the criteria. Once all five jurisdictions are in agreement of the new criteria, it will be used to review municipal parks which they feel may be regionally significant in their jurisdictions. With full agreement of all parties, work may then proceed on the Development Cost Charges Study which was put on hold until the regional park criteria review was complete.

## **Mt. Benson Regional Park Update**

Ms. Marshall noted a Mt. Benson Regional Park Open House to review the Management Plan will be held April 16, 2009, from 4:00 to 8:00pm, at Beban Park to give the public an opportunity to review the plan and give input on their vision for the park.

## **Monthly Update of Community Parks and Regional Parks and Trails Projects November to February 2009.**

Ms. Marshall reviewed the Monthly Update of Community Parks and Regional Parks and Trails Projects for November to February 2009, highlighting the following items:

- Work on the Little Qualicum River Estuary Conservation Area Management Plan is underway. A lease has been forwarded to Ducks Unlimited for their review. Survey work will be done to confirm the boundary at the park.
- Home Lake Regional Park group campsite has been completed. Work continues on the upgrade to the power system.
- The Fire Control Cost Sharing Agreement has been signed. As part of the agreement a strategic plan must be created on completing management plans for all sites covered under the plan.
- Staff walked the Coats Marsh Regional Park site. A pond leveler is required and will be installed with the assistance of Nature's Trust. Clean up work and a survey of the site and the road in, will be done.

- A new Parks Planner position was approved in the budget. The posting will be out today, for the new position which will be for a regional parks planner. Community Planner Elaine McCulloch will be leaving on maternity leave around July, and a posting for her position will also out today.

MOVED D. Bartram, SECONDED F. Van Eynde, that the Reports be received.

CARRIED

## NEW BUSINESS

### **Opening Ceremonies – Mt. Arrowsmith Massif Regional Park**

A meeting was held in January with Peter Rothermel and the Hupacasath First Nation regarding managing the park this year and a possible date for the opening ceremonies. A tentative date of the September 14 weekend was suggested, with the location suggested being in the Parksville Community Park, as it is easily accessible with a good view of Mt. Arrowsmith. A final decision on the location is still to be made. There may also be guided hikes offered over the same weekend, for those who are able to climb the mountain.

### **Opening Ceremonies – Coats Marsh Regional Park**

Opening ceremonies will possibly be held in May, the date still to be confirmed by the Nature's Trust. The ceremonies will be held on the property in front of the marsh.

### **Canada – BC Building Canada Fund – Nash/Ridgewil Grant Application**

Ms. Marshal noted staff are in the process of preparing an application to the Canada – BC Building Canada Fund, to the communities component, for the two bridges, Nash and Ridgewil Creek, on the Lighthouse Country Trail. Included in the application is a request for funding to cover the design and construction of the two bridges, finishing work on the trail and a board walk in the boggy section. There is \$400,000 in the capital budget to cover the two bridges, if funding is received the cost will be reduced from \$575,000 to \$191,000. If the grant application is approved the funds not required for the bridges can be carried over to other future projects.

MOVED D. Bartram, SECONDED F. Van Eynde, that the Regional Board support an application to the Canada-BC Building Canada Fund – Communities Component for a grant to develop bridges, boardwalk and trail along the south loop of the Lighthouse Country Regional Trail in Electoral Area H.

CARRIED

MOVED D. Bartram, SECONDED F. Van Eynde, that the Board of the Regional District of Nanaimo is prepared to cover its share of eligible project costs and all ineligible project costs with respect to the development of bridges, boardwalk and trail along the south loop of the Lighthouse Country Regional Trail in Electoral Area H.

CARRIED

MOVED D. Bartram, SECONDED F. Van Eynde, that the Regional District of Nanaimo commits to operating and maintaining the improved Lighthouse Country Regional Trail.

CARRIED



### **AVICC Presentation Ed Hughes**

Mr. Bartram noted the presentation made by Mr. Ed Hughes, at the Association of Vancouver Island Coastal Communities meeting, held in Nanaimo. Mr. Hughes suggested regional districts should contact woodlot owners who may be interested in doing forestry in woodlots as a way to create revenue. He noted an example of the Comox Regional District which receives approximately \$80,000 per year in woodlot revenue. Mr. Bartram suggested staff investigate the possibility of woodlot revenue.

### **ADJOURNMENT**

MOVED D. Bartram, SECONDED F. Van Eynde, that the meeting be adjourned at 12:55pm.

### **IN CAMERA**

MOVED D. Bartram, SECONDED F. Van Eynde, that pursuant to Section (90) (1) (e) of the Community Charter the Committee proceed to an In Camera meeting to consider land issues.

CARRIED

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Chair



RDN REPORT	
CAO APPROVAL <i>W</i>	
EAP	
COW	
APPROVAL	
RHD	
BOARD	✓ <i>Revised Apr 28 '09</i>
<i>RPTAC - Apr 7 '09</i>	

**MEMORANDUM**

**TO:** Wendy Marshall  
Manager of Recreation Services

**DATE:** April 1, 2009

**FROM:** Joan Michel  
Parks and Trails Coordinator

**FILE:**

**SUBJECT:** RDN Campground Fees – Horne Lake & Descanso Bay Regional Parks

**PURPOSE**

To seek Board approval to revise the camping and boating fees for Horne Lake and Descanso Bay Regional Parks as part of an update to Park Use Regulation Bylaw 1399.

**BACKGROUND**

Year-round camping and boat launching fees at Horne Lake Regional Park (HLRP) and Descanso Bay Regional Park (DBRP) were initially set in 2002, the year the two parks were acquired. The fees were later adjusted upwards in the fall of 2004 when Park Use Regulation Bylaw 1399 was introduced. RDN campground fees have always been set in line with posted BC Park rates for comparable campgrounds, though it should be noted that posted rates do not reflect common surcharges and the substantial cost of reserving a BC Park campsite (over \$6 per night). Appendix I shows the history of campground fees at HLRP and DBRP.

It is now proposed that high and low season camping fees along with discounts or passes be established at HLRP and DBRP in order to better serve campers and boaters, make more efficient use of park assets especially in the spring and fall, and increase the revenues that support park operators and the service they provide to the public. The proposed RDN campground fee changes mirror the direction being taken by the Province at this time. Their process began in early 2008 with new regulations moving the authority to set park fees from the Cabinet to the Minister. A November 2008 BC Parks fee review suggested a range of fee and access proposals with a view to increasing use of parks, better targeting fees to users, and increasing revenues for park operators. The first changes are to involve discounts and packages and are planned to begin taking effect in late May 2009 with fee increases planned to follow in 2010. The Province is also examining long-stay options for low occupancy parks and shoulder seasons, along with a number of other changes related to BC Parks' well developed complex of services.

The 2009 Proposed Fees schedule (Appendix I) presents the RDN campground fee schedule proposed for implementation in the spring of 2009. The primary change between existing and proposed fees is a higher camping fee for mid-May to mid-September and a discounted camping fee for the balance of the year. For example, HLRP waterfront sites would rise from \$22 to \$24 per site during the late spring and

summer, but would lower to \$10 per site during the balance of the year. This discount should help increase RDN campground usage in the off-season particularly April, May, September and October when occupancy rates typically plummet to less than 25 percent of summer occupancy rates – see Descanso Bay’s occupancy history below.

**Descanso Bay Regional Park**

	Campsite Revenue	% Change	Occupancy Rate (%)				
			May	June	July	Aug	Sep
2004	\$14,085		8	8	32	43	4
2005	\$16,365	16	4	11	31	50	14
2006	\$20,720	27	10	18	37	55	14
2007	\$23,012	11	12	17	44	61	14
2008	\$26,745	16	17	28	49	69	14

A ‘Camp for \$10!’ program will be easy to market and indications are that the Province will likely also adopt it. In all cases and with the aim of increasing occupancy, it is at the Park Operator’s discretion to offer camping fee discounts or programmed recreation – camping packages that include discounted camping fees. The current HLRP operator has been offering packages for some years and the DBRP operator will be exploring the introduction of programmed activities that could be packaged with camping.

Other proposed RDN fee changes include an increase in the non-profit group camping fee from \$2.00 to \$2.50 and in the boat launch fee from \$5.00 to \$6.00, the first increase in either fee since 2002. With the proposed launch pass, frequent boat launchers may see no rise in overall launch costs while the Park Operator will enjoy reduced administrative costs to service this clientele. It is also proposed that the special boat launch rate enjoyed by some Home Lake Strata members since the Park’s inception be eliminated now that the Strata development has matured and more launches have been installed around the lake. Last, the introduction of a high season extra vehicle pass should help increase the number of campers who stay seven days or longer at a time, currently an insignificant class of campers at either RDN campground park.

In general, Park Use Regulation Bylaw 1399 requires amendment in order that the list of park and trail properties covered by the Bylaw may be updated and a small number of minor administrative updates carried out. The proposed Bylaw 1399 Schedule B campground fee changes discussed above constitute the only significant proposed change to Bylaw 1399. It is noted that when Bylaw 1399 was disseminated for public review as part of its introduction in 2004, no feedback on then proposed campground fee changes was received.

**ALTERNATIVES**

1. That the proposed campground fee increases, as listed in Appendix I, be approved for inclusion in the Park Use Regulation Bylaw 1399.
2. To maintain current campground fees and provide alternative direction.

## **FINANCIAL IMPLICATIONS**

Increased campground fees will help contribute to the viability of park operations at HLRP and DBRP, two relatively small campgrounds with limited profitability. The RDN's Park Operators are responsible for providing high quality service from reservations to enforcement. Campgrounds are inherently labour intensive and ensuring adequate and qualified staffing is a constant issue. Both HLRP and DBRP are roughly developed which places additional operating and maintenance demands on campground staff. The proposed changes to campground fees, changes in keeping with those proposed for BC Parks, will ensure the Park Operators see some profit for the quality service they provide while at the same time contribute to the development of new business through more flexible provision of camping services.

## **CITIZEN IMPLICATIONS**

Camping fees at RDN campgrounds have always been kept in line with those for BC Parks and have not constituted an issue with the consuming public since the campgrounds were inaugurated in 2002. The move to a deep off-season discount and high-frequency use passes should prove popular with campground users.

## **SUSTAINABILITY IMPLICATIONS**

Camping provides an opportunity for the public to enjoy experiences in the natural environment. Except for the vehicle travel to the site, camping is low energy consuming when compared to hotel stays. Having campgrounds in the RDN gives the opportunity to local families to vacation in nature without having to travel great distances. However, in order for the business to stay viable for the park operators, the fees charged must off set expenses incurred.

## **SUMMARY**

A package of campground fee changes is proposed for Horne Lake and Descanso Bay Regional Parks. These changes feature modest increases in high-season camping fees combined with a deep discount in off-season camping (mid-September to mid-May). Other proposed changes include an increase in boat launch fee, and introduction of high-frequency boat launch and extra vehicle parking passes. Table 1 at the end of this report details the proposed RDN changes. The proposed changes to campground fees will help ensure the continued viability of Park Operator business at the two campground parks as well as provide opportunity for new business. The proposed changes are also consistent with BC Park's current efforts to revise their campground fee schedule with a view to increasing revenue generation at parks while at the same time enhancing the variability and flexibility of pricing options and services available to campground users.

The Park Use Regulation Bylaw 1399 requires other amendments in order to list recently acquired park and trail properties covered by the Bylaw and a small number of minor administrative updates. The proposed Bylaw 1399 Schedule B campground fee changes constitute the only significant proposed change to Bylaw 1399. A subsequent report will be forthcoming to adopt all the amendments to Bylaw 1399.

**RECOMMENDATION**

That the proposed campground fee increases, as listed in Appendix I, be approved for inclusion in the Park Use Regulation Bylaw 1399.

*Original signed T. Osborne per  
J. Michel*

Report Writer

*Original signed W. Marshall*

Manager Concurrence

*Original signed T. Osborne*

General Manager Concurrence

*Original signed C. Mason*

CAO Concurrence

## Appendix I

### 2009 Proposed Fees

Horne Lake		2002-2004	2005-2008	2009 Proposed
		\$	\$	\$
<b>Camping</b>				
High Season (Mid-May to Mid-Sep)				
	Wooded sites	15.00	17.00	20.00
	Lakefront sites	20.00	22.00	24.00
	comparable BC Parks*		19.00	19.00
Off-season (Mid-Sep to Mid-May)				
	Wooded sites	15.00	17.00	10.00
	Lakefront sites	20.00	22.00	10.00
	comparable BC Parks*		19.00	10.00
Overflow	Same as regular camping			
Extra vehicle	high season	7.50/10.00	8.50/11.00	10.00/12.00
	high season pass (consecutive day stays)			75.00
	low season	7.50/10.00	8.50/11.00	5.00
Non-profit Group	per head	2.00	2.00	2.50
<b>Boat Launch</b>				
Public	per launch	5.00	5.00	6.00
	10 launch pass			50.00
Strata		2.00	2.00	6.00

#### Programmed Recreation, Retail, Rentals and Packages

Retail, boat rentals, programmed recreation, and programmed rec/camping packages: fees (RDN approved) vary.

When offered in a package, camping and boat launch rates shall not exceed regular rates quoted above.

At Park Operator's discretion to provide deeper advertised discounts than quoted above.

\* Posted BC Park camping fees don't reflect common surcharges and significant reservation costs, which do not apply at HLRP.

**Descanso Bay**

		2002-2004 \$	2005-2008 \$	2009 Proposed \$
<b>Camping</b>				
High Season (Mid-May to Mid-Sep)				
	All sites	15.00	15.00	17.00
	comparable BC Parks*		19.00	19.00
Off-season (Mid-Sep to Mid-May)				
	All sites	15.00	15.00	10.00
	comparable BC Parks*		19.00	10.00
Overflow	Same as regular camping			
Extra vehicle	high season	7.50	7.50	8.50
	high season pass (consecutive day stays)			55.00
	low season	7.5	7.5	5.00
Non-profit Group	per head	2.00	2.00	2.50

**Programmed Recreation, Retail, Rentals and Packages**

Retail, programmed recreation, and programmed rec/camping packages: fees (RDN approved) vary.  
 To date, the Park Operator at DBRP has not undertaken programmed recreation but is now looking into it.  
 When offered in a package, camping and boat launch rates shall not exceed regular rates quoted above.  
 At Park Operator's discretion to provide deeper advertised discounts than quoted above.  
 Rentals are not permitted at DBRP until park is rezoned from tourism to park.

\* Posted BC Park camping fees don't reflect common surcharges and significant reservation costs, which do not apply at DBRP.



CAO APPROVAL	
EAP	
CCW	
APR 21 2009	
RHD	
BOARD	✓ Pass '09

# MEMORANDUM

**TO:** Dennis Trudeau  
General Manager of Transportation and Solid Waste Services

**DATE:** April 16, 2009

**FROM:** Carey McIver  
Manager of Solid Waste

**FILE:** 5365-72

**SUBJECT:** Food & Yard Waste Processing

## PURPOSE

To obtain Board approval to negotiate a contract with International Composting Corporation to process food and yard waste delivered to RDN disposal facilities.

## BACKGROUND

In 2005, the Board approved the Organics Diversion Strategy, a plan to provide the Board, the general public, and the business community with information on how organic waste will be diverted from disposal. This strategy was developed in accordance with the RDN Zero Waste Plan, which identifies organics diversion as a key component of reaching the goal of 75% diversion of solid waste from landfill by 2010.

The Strategy has two main components: a ban on the disposal of food waste from the commercial sector and the collection of food waste from single-family residences. The Board approved a ban on the disposal of commercial food waste at RDN facilities in 2005. Since 2006 this program has diverted roughly 3,700 tonnes of food waste annually from local businesses such as grocery stores and restaurants to the International Composting Corporation facility at Duke Point.

With respect to the collection of food waste from single-family residences, since 2007 a successful field test has been operating on three collection routes in the City of Nanaimo, the Town of Qualicum Beach and Electoral Area A. Based on twelve months of data and extrapolated to all 50,000 single-family residences in the RDN, a residential food waste collection program could divert an additional 6,000 tonnes of food waste from the landfill. Consequently, in September 2008 the Board directed that food waste be added to the upcoming tender for the RDN Garbage Collection & Recycling Service for implementation in April 2010.

Since that time staff has been working to ensure that the infrastructure is in place to provide for this service. With respect to collection, staff has pre-qualified three firms to respond to a request for proposals (RFP) to collect garbage, food waste and recyclable materials from 25,000 single-family households serviced by the RDN program. The RFP will be issued by the end of April, will close in June and staff expects to recommend award in July.

With respect to transfer, construction will begin in August on the retrofit, redevelopment and expansion of the Church Road Transfer Station to manage garbage, organics and recyclable materials generated in the northern community service area for the next 20 years. The food waste transfer component of this project will be completed by April 2010. The only infrastructure element remaining is a long-term contract to process residential food waste as well as yard waste delivered to RDN disposal facilities.



Currently, commercial food waste collected by private haulers and yard waste delivered to RDN facilities is processed at the International Composting Corporation (ICC) facility at Duke Point. The presence of ICC in Nanaimo has been essential to the implementation of the commercial food waste ban as well as the residential field test. In 2002, ICC decided to locate their composting facility in the RDN based on the Board's 1999 resolution to ban commercial organics from disposal once appropriate composting facilities were in place. Their decision was also predicated on Board policy to establish a licensing system to ensure a level playing field between organics processing facilities.

Since that time ICC, which was licensed in 2006, has invested over \$5 million in their facility in the City of Nanaimo. Recently ICC announced plans for a \$7.5 million project to process organic wastes into biofuels as well as compost. This project has already received \$2.5 million in funding from the provincial Innovative Clean Energy (ICE) fund and if successful could provide an integrated solution to turn both organic wastes and biosolids into clean energy.

ICC is currently diverting 12,500 tonnes of organic food and yard waste from landfill annually. Because the RDN does not collect food waste from the commercial sector, since implementing the commercial food waste ban in 2006, there has been no formal contractual agreement between the RDN and ICC to process this material. With the implementation of organics diversion programs in the residential sector, the Board will need to consider whether to enter into a long-term contract with ICC or to consider other options.

## **ALTERNATIVES**

1. Negotiate a contract with ICC to provide a food and yard waste processing service.
2. Issue a tender to existing licensed facilities on Vancouver Island to provide the service.
3. Request proposals from qualified firms to construct a new compost facility to provide the service.

## **FINANCIAL IMPLICATIONS**

### *Alternative 1*

ICC currently charges the RDN \$85 per tonne to process food waste and \$40 per tonne to process yard waste. Preliminary discussions with ICC indicate that these costs could be reduced under a long-term contract. Currently plans are to collect the food wastes at the landfill and transfer them to ICC. Cost recovery would be through tipping fees established to recover the cost of transfer and disposal which in the case of food waste would be slightly lower than the \$105 tonne fee for garbage. The cost to individual residents would be recovered through the annual user fee for the garbage, food waste and recyclables collection service contract which will not be known until the upcoming RFP process is completed.

### *Alternative 2*

ICC is currently the only licensed facility in the RDN. Although there is one other licensed facility on Vancouver Island located at Cobble Hill, its current fee is higher than ICC and given the cost and carbon emissions associated with transportation it is unlikely that this facility could provide a lower-cost alternative to ICC.

### *Alternative 3*

There are several other firms with proven technologies to process food and yard waste into compost however none of them have constructed facilities on Vancouver Island. Although a new firm may be able to offer the service at lower cost than ICC, this could not be determined until an RFP process was completed in six to twelve months. Furthermore, even if the RFP process did result in a lower cost option than ICC, given the time associated with siting, permitting and construction of a new facility, implementation of food waste collection would be delayed until sometime in 2012.

**ENVIRONMENTAL IMPLICATIONS**

Organics diversion is one of the cheapest and most effective strategies to address climate change as well as to conserve expensive landfill space. Under Alternative 1, if the Board awards a contract to ICC and implements a residential food waste collection service in 2010, the production of greenhouse gases at the Regional Landfill will be reduced by 10,000 tonnes by 2012. Neither of the other two alternatives will provide the same environmental benefits in such a short time frame.

**SUSTAINABILITY IMPLICATIONS**


A region-wide food waste collection program contributes to the sustainability of the RDN by providing benefits to the environment, economy and residents. Diverting food waste to a composting facility reduces the generation of methane, a potent greenhouse gas. Food waste diversion also extends the life of the landfill thereby avoiding the cost of additional expensive disposal capacity. Processing food waste and other organic material at ICC also generates local jobs producing fertilizers, soil amendments and potentially biofuels, thereby enhancing the local economy. Finally, food waste collection as well as recycling programs provides residents with the opportunity to make effective and meaningful contributions toward mitigating climate change.


**SUMMARY/CONCLUSIONS**

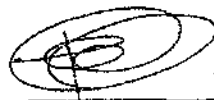
In September 2008 the Board directed that food waste be added to the upcoming tender for RDN Garbage Collection & Recycling Service for implementation in April 2010. Since that time staff has been working to ensure that the infrastructure is in place to provide for this service. Although plans for collection and transfer are well underway, the only outstanding infrastructure element to be addressed is a long-term contract to process food and yard waste delivered to RDN disposal facilities. ICC, which is currently the only licensed facility in the RDN, charges \$85 per tonne to process food waste and \$40 per tonne to process yard waste. Preliminary discussions with ICC indicate that these costs could be reduced under a long-term contract. Although there are other companies that may be able to provide this service at lower cost, due to the time associated with siting, permitting and constructing a new facility, implementation of region-wide food waste collection would be delayed until 2012. Given that organics diversion is one of the cheapest and most effective strategies to address climate change, staff believes that a contract for processing food and yard waste delivered to RDN disposal facilities should be negotiated with ICC.

**RECOMMENDATION**

That the Board direct staff to negotiate a contract with International Composting Corporation to process food and yard waste delivered to RDN disposal facilities.

  
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for Report Writer

  
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General Manager Concurrence

  
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for CAO Concurrence

COMMENTS: