

REGIONAL DISTRICT OF NANAIMO

**BOARD MEETING
TUESDAY, JANUARY 25, 2011**

A D D E N D U M

PAGES

UNFINISHED BUSINESS

BYLAWS

Public Hearing, Third Reading & Adoption.

2-8 **Report of the Public Hearing held January 6, 2011 on Bylaw No. 500.364 – Peter Mason Land Surveying – 1120 Keith Road – Area ‘H’.** (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That the Report of the Public Hearing held January 26, 2011 on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010” be received.*
- 2. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010” be read a third time.*
- 3. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010” be adopted.*

This bylaw rezones the subject property from Subdivision District ‘B’ to Subdivision District ‘CC’ to permit a 2 lot subdivision.

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Arrowsmith Water Service Management Committee. (All Directors – One Vote)

9-10 Minutes of the Management Committee meeting held January 13, 2011. (for information)

ADMINISTRATOR’S REPORTS

11-14 Agricultural Advisory Committee Terms of Reference. (All Directors – One Vote)



RDN REPORT	
CAO APPROVAL <i>CM</i>	
EAP	
COW	
RHD	
BOARD	✓ <i>Jan 25 '11</i>

MEMORANDUM

TO: Dale Lindsay
Manager, Current Planning

DATE: January 10, 2011

FROM: Elaine Leung
Planner

FILE: PL2010-031

SUBJECT: Zoning Amendment Application No. PL2010-031
Peter Mason – The Osborn Cabin Corporation
Lot 24, Block 360, Newcastle and Alberni Districts, Plan 37698
Except Part in Plan VIP64862 – 1120 Keith Road
Electoral Area 'H'

PURPOSE

To receive the report of the Public Hearing containing the summary of the minutes and submissions of the Public Hearing held on January 6, 2011, and further, to consider Bylaw No. 500.364, 2010 for 3rd reading, and final adoption.

BACKGROUND

Bylaw No.500.364 was introduced and given 1st and 2nd reading on December 14, 2010. This was followed by a Public Hearing held on January 6, 2011. The summary of the minutes and submissions is attached for the Board’s consideration (*see Attachment No. 2*).

The purpose of this zoning amendment bylaw is to rezone the subject property from Subdivision District ‘B’ to Subdivision District ‘CC’ (*see Attachment No. 1 for location of the subject property*).

ALTERNATIVES

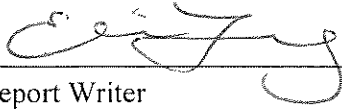
1. To receive the report of the Public Hearing and give 3rd reading and adoption to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010.”
2. To receive the report of the Public Hearing and deny “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010.”

SUMMARY

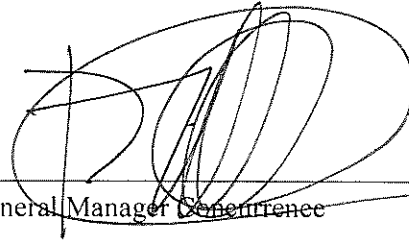
The purpose of Bylaw No. 500.364, 2010 is to rezone the subject property from Subdivision District ‘B’ (8.0 ha parcel minimum) to Subdivision District ‘CC’(4.0 ha parcel minimum) to facilitate a two lot subdivision. “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010” was considered by the Board and given first and second reading on December 14, 2010. The associated Public Hearing was held on January 6, 2011.

RECOMMENDATIONS

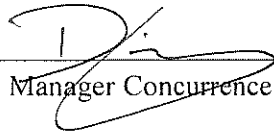
1. That the report of the Public Hearing held on January 6, 2011 on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010”, be received.
2. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010”, be read a third time.
3. That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010”, be adopted.



Report Writer



General Manager Concurrence

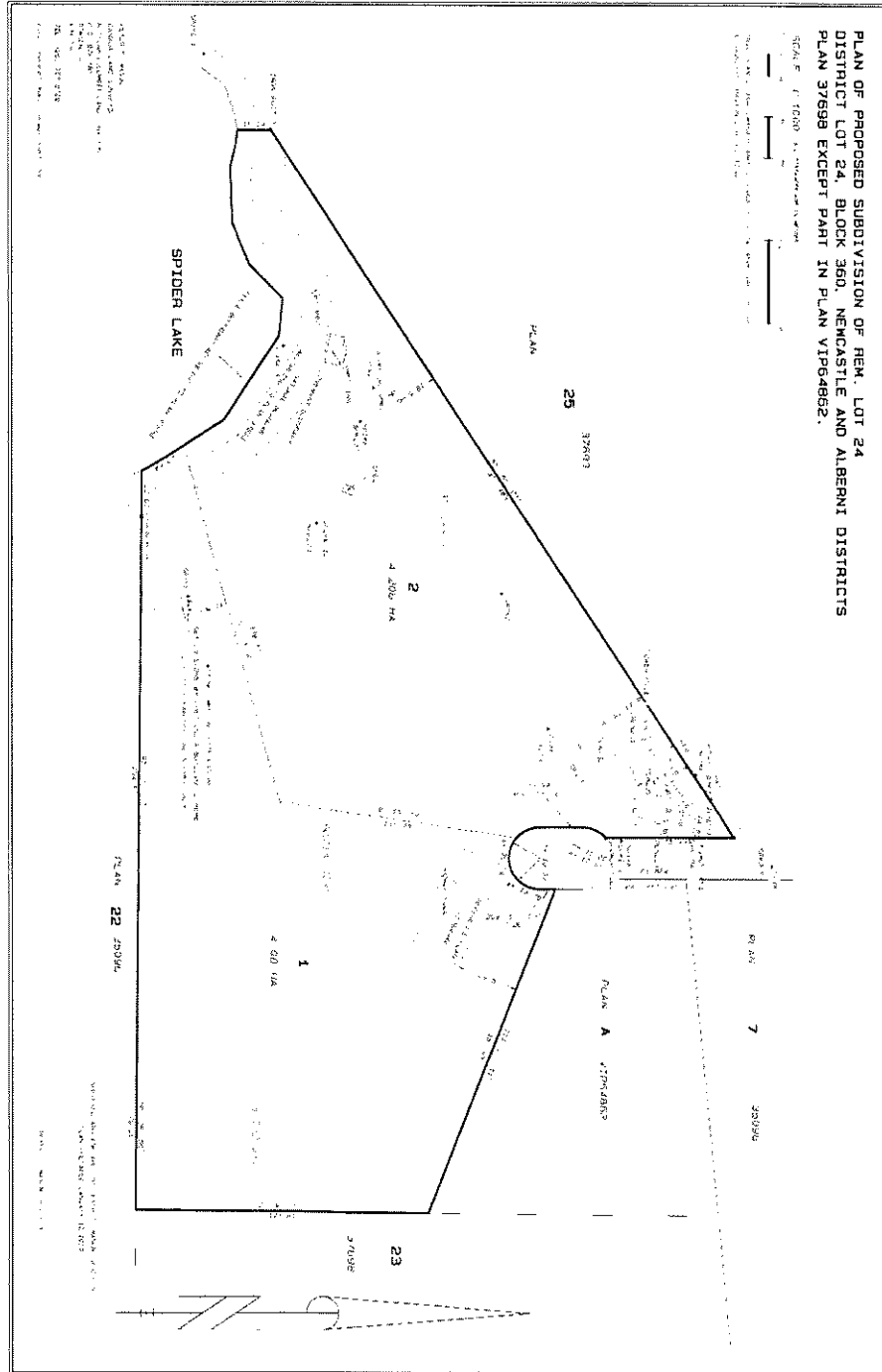


Manager Concurrence

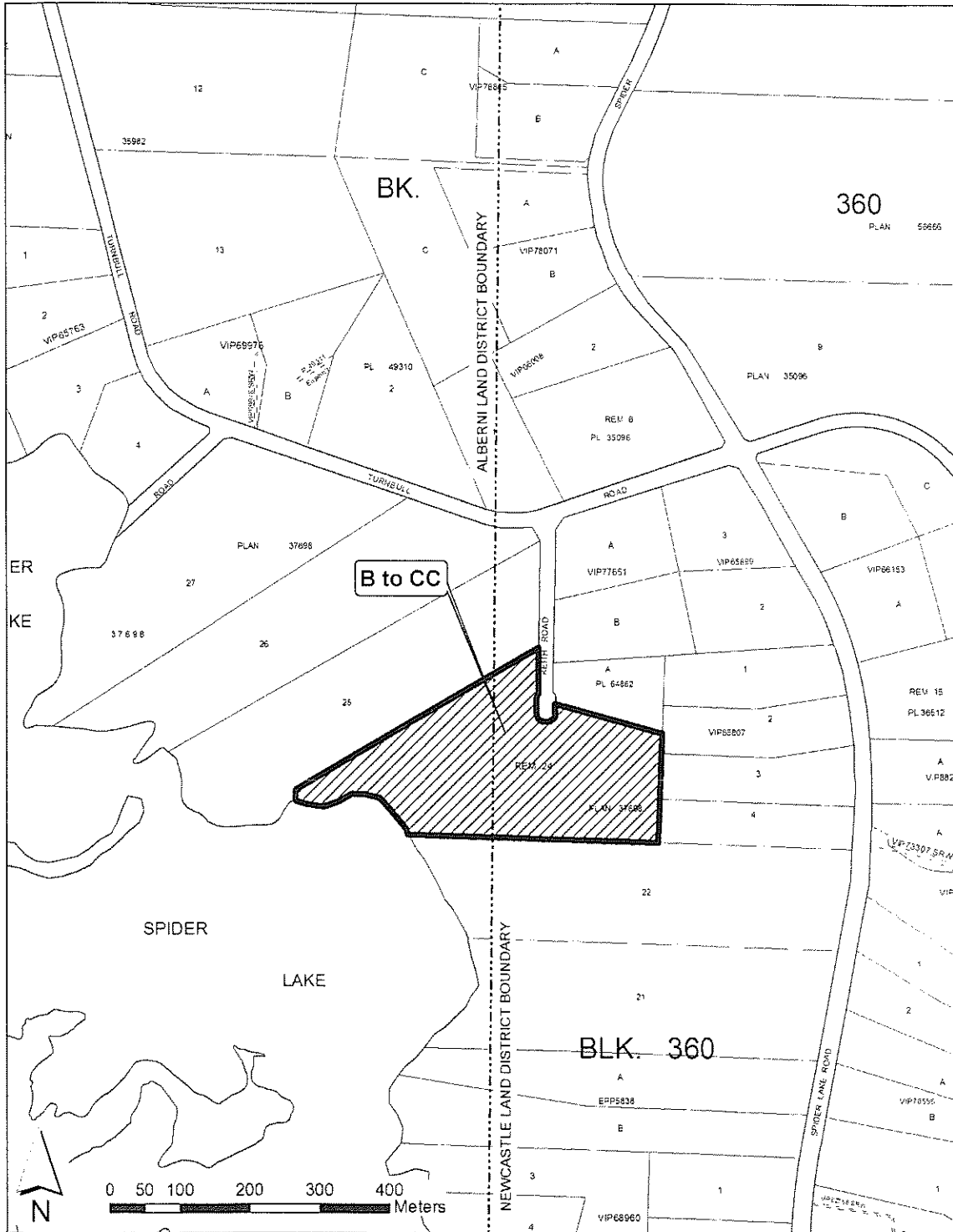


CAO Concurrence

Schedule No. 1
Zoning Amendment Application No. PL2010-031
Proposed Plan of Subdivision
(as submitted by applicant / reduced for convenience)



Attachment No. 1
Zoning Amendment Application No. PL2010-031
Location of Subject Property



Attachment No. 2
Summary of the Public Hearing
Held at Lighthouse Community Hall – Nordine Room, 240 Lions Way
January 6, 2011 at 7:00 pm
To Consider Regional District of Nanaimo Land Use and Subdivision
Amendment Bylaw No. 500.364, 2010

Summary of Minutes and Submissions

*Note that these minutes are not a verbatim recording of the proceedings,
but summarize the comments of those in attendance at the Public Hearing.*

PRESENT:

Dave Bartram
Elaine Leung

Chairperson, Director, Electoral Area 'H'
Planner

There were four people in attendance.

The Chairperson called the Hearing to order at 7:00 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Planner provided an outline of the Bylaw including a summary of the proposal.

The Chairperson called for formal submissions with respect to Bylaw 500.364, 2010.

The Chairperson called for further submissions for the second time.

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

There being no further submissions, the Chairperson adjourned the Hearing at 7:05 p.m.

Certified true and accurate this 6th day of January, 2011.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 500.364

**A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO LAND USE AND
SUBDIVISION BYLAW NO. 500, 1987**

WHEREAS the Board of the Regional District of Nanaimo wishes to amend “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”;

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

1. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.364, 2010”.
2. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987” is hereby amended as follows:

(1) **Schedule ‘4A’, SUBDIVISION DISTRICT MAPS**, is designated from Subdivision District ‘B’ to Subdivision District ‘CC’ for the land legally described as:

Lot 24, Block 360, Newcastle and Alberni District, Plan 37698 except Part in Plan VIP64862

and as shown in heavy outline on Schedule No. ‘1’ which is attached to and forms part of this Bylaw.

Introduced and read two times this 14th day of December, 2010.

Public Hearing held pursuant to Section 890 of the *Local Government Act* this 6th of January, 2011.

Read a third time this day of , 2011.

Adopted this day of , 2011.

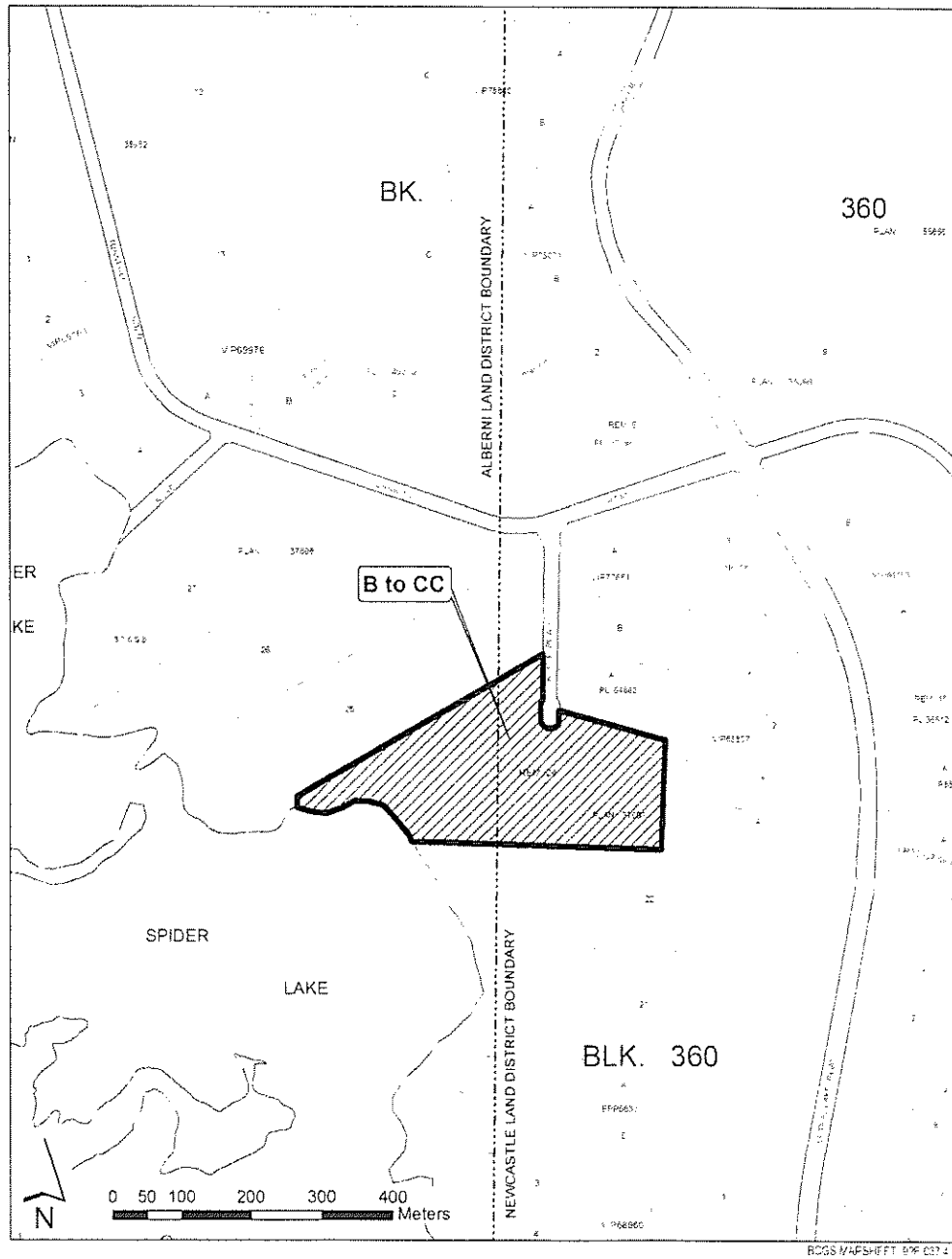
Chairperson

Sr. Mgr., Corporate Administration

Schedule No. 'I' to accompany "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.364, 2010"

Chairperson

Sr. Mgr. Corporate Administration





Town of Qualicum Beach

**MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE
HELD ON THURSDAY, JANUARY 13, 2011 9:30 AM
AT THE RDN COMMITTEE ROOM**

Present:

Director Joe Stanhope, Chair	Regional District of Nanaimo
Director George Holme	Regional District of Nanaimo
Carol Mason	Regional District of Nanaimo
John Finnie	Regional District of Nanaimo
Councillor Marc Lefebvre	City of Parksville
Fred Manson	City of Parksville
Mike Squire	City of Parksville
Vaughn Figueira	City of Parksville
Councillor Barry Avis	Town of Qualicum Beach
Mark Brown	Town of Qualicum Beach
Bob Weir	Town of Qualicum Beach

Also in Attendance:

Nancy Avery	Regional District of Nanaimo
Bev Farkas	Recording Secretary
Debbie Tardiff	City of Parksville
Craig Wightman	BC Conservation Foundation
James Craig	BC Conservation Foundation

Regrets:

Mayor Teunis Westbroek	Town of Qualicum Beach
Wayne Moorman	Regional District of Nanaimo

CALL TO ORDER

J. Stanhope called the meeting to order at 9:30 am and introductions were made.

DELEGATIONS

James Craig and Craig Wightman, BC Conservation Foundation, re Englishman River Flow, Fish Habitat and Water Storage

BCCF indicated they are looking toward a working relationship with AWS in the capacity of a water license proponent. This would require AWS to operate and maintain a structure at Shelton Lake in perpetuity. The goal of BCCF is to augment fish habitat downstream with minimal environmental impacts to the system. The December 9, 2010 presentation was re-capped and a question and answer period followed.

- A draft report has been prepared by Kerr Wood Leidel and will be circulated to AWS when finalized. The report is based on the potential project providing between 1-2 m of storage. The Kerr Wood Leidel report will include associated costs for operation and maintenance.
- Parksville and DFO have water extraction licenses on Englishman River together with small domestic license holders at 500-1,000 gallon extraction per day.
- TimberWest owns and operates most of the land surrounding Shelton Lake and has indicated its support. They are willing to contribute to the cause with non-financial resources.
- Shelton Lake access is through Nanaimo Lakes; BCCF have a key for access to Shelton Lake for study purposes.

BCCF is looking for a decision within the year regarding AWS obtaining a non-consumptive license.

MINUTES

MOVED M. Lefebvre, SECONDED B. Avis, that the minutes from the meeting of the Arrowsmith Water Services Management Committee held December 9, 2010, be adopted as amended.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

MOVED M. Lefebvre, SECONDED B. Avis, that staff prepare a report based on the presentation by BC Conservation Foundation regarding Englishman River Flow, Fish Habitat and Water Storage.

CARRIED

ADJOURNMENT

MOVED M. Lefebvre, SECONDED B. Avis, that pursuant to Section 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.

CARRIED

TIME 10:25 AM

J. Stanhope, Chairperson



RDN REPORT		CEN
CAO APPROVAL		
EAP		
COW		
RHD		
BOARD	✓	Jan 25 '11

MEMORANDUM

TO: Paul Thorkelsson
General Manager of Development Services

DATE: January 24, 2011

FROM: Dale Lindsay
Manager of Community Planning

FILE:

SUBJECT: Agricultural Advisory Committee Terms of Reference

PURPOSE

To amend the Agricultural Advisory Committee (AAC) Terms of Reference (ToR) in order to stagger the membership for application based seats filled by community members.

BACKGROUND

The AAC existing ToR includes membership representation as follows:

- 2 Members with an interest in agriculture in District 68
- 2 Members with an interest in agriculture in District 69
- 3 Members representing Regional Agricultural Organizations
- 1 EA Director from District 68
- 1 EA Director from District 69 and
- 1 Municipal Director

As per the adopted terms of reference all terms for the seven community members are for two years. As currently structured it would be possible that an all new committee would be established every two years with no overlap of membership. In staffs opinion a staggered membership is preferred as it allows greater continuity for the Committee and their work.

In order to allow for staggering of the membership staff are proposing an amendment to the terms of reference. The proposed amendment will establish a one year term for four of the seven community members for 2011 only. Following this year all terms will return to two year terms. In this manner approximately half of the community members will be appointed each year. The proposed ToR are attached as Schedule A.

ALTERNATIVES

- 1 To approve the revised Terms of Reference for the Agricultural Advisory Committee.
- 2 To not approve the revised Terms of Reference.

FINANCIAL IMPLICATIONS

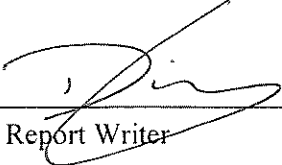
There are minimal financial implications as a result of the revised ToR as the advertising for application based seats on advisory committees is currently done on an annual cycle.

SUMMARY

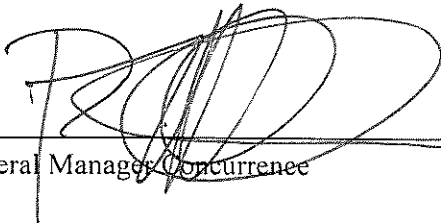
At present the Agricultural Advisory Committee ToR establishes two year terms for all application based seats filled by community members, with all terms starting and ending on the same schedule. In order to accommodate an overlap of community members and to stagger the appointments, staff are recommending that the ToR be amended. The proposed amendment will establish a one year term, for 2011 only, for the four members with an interest in agriculture. Following this year all terms will return to two year terms.

RECOMMENDATION

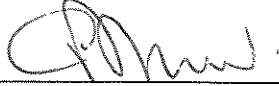
That the Board approve the amended Terms of Reference for the Agricultural Advisory Committee.



Report Writer



General Manager Concurrence



CAO Concurrence

Schedule A

REGIONAL DISTRICT OF NANAIMO AGRICULTURAL ADVISORY COMMITTEE TERMS OF REFERENCE

GOAL

The Agricultural Advisory Committee's goal is to increase awareness of agricultural issues in the Regional District of Nanaimo and provide leadership in the promotion of agriculture as an important economic driver in the region.

MANDATE

The Agricultural Advisory Committee is an advisory committee, created by and reporting to the Board of the Regional District of Nanaimo.

COMMITTEE ROLE AND RESPONSIBILITY

The primary purpose of the Agricultural Advisory Committee is to:

- Provide comments and recommendations to the RDN Board on items including, but not limited to, the Regional Growth Strategy, Official Community Plans, Local Area Plans, reviews of RDN Zoning Bylaws, Parks and Trails Master Plans, Drinking Water and Watershed Protection Plans, Liquid Waste Management Plans, Rainwater Management Plans, noxious weed/insect control referred to the Committee by the Board of the Regional District.
- Promote public awareness of agriculture, its role and economic importance in the community.
- Advocate on behalf of the agricultural community.

MEMBERSHIP

The Agricultural Advisory Committee will consist of 10 members appointed by the Board of the Regional District of Nanaimo representing a diversity of commodity groups/producers, established regional farming organizations and be residents of the Regional District of Nanaimo.

Members shall be involved in or have an interest in agriculture in the Region and represent diverse backgrounds, interests and expertise.

Members will be selected by the Board through an application process. The application process for committee membership will be promoted through advertisements in local media. Applications must demonstrate the applicant's interest in agriculture, ability to commit the necessary time to the committee.

Membership representation will be as follows:

- 2 Members with an interest in agriculture in District 68;
- 2 Members with an interest in agriculture in District 69;
- 3 Members representing Regional Agricultural Organizations;

- 1 Electoral Area Director from District 68;
- 1 Electoral Area Director from District 69: and
- 1 Municipal Director.

Regional District staff Provincial Ministry staff and Agricultural Land Commission staff shall participate in a non-voting capacity.

TERM

The term of appointment for Community Committee Members is two years. Alternate member appointments will be approved by the Committee as required. No substitute members will be permitted. If a member must resign from the committee, their position will be filled through the application process.

In order to allow for staggered terms, for the year 2011 only, the terms of the four appointed Community Members with an interest in agriculture shall be one year terms. Following 2011 all Community Members will be appointed for two-year terms.

No remuneration for participation on the committee is provided but if committee activities coincide with meal times, meals will be provided.

Committee Members having a priority or pecuniary interest in a matter discussed by or are personally affected by a matter discussed by the Committee must declare an conflict and step aside from the discussion and subsequent vote/motion on that particular matter.

DECISION MAKING

Committee recommendations to the RDN Board will be made by consensus whenever possible. If necessary, votes may be taken and minority reports may be submitted to the Board in addition to the majority opinion.

AAC meetings will be open to the public, however non-AAC members will not have speaking or voting privileges. Delegations that wish to address the committee must seek approval from the committee through a written request. Acceptance of a delegates request to speak to the committee will be at the discretion of the committee.

CHAIRPERSON

The Chair will be one of the RDN Board members appointed to the Committee in order to provide a direct link between the advisory committee and the Board.