

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, NOVEMBER 22, 2011 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
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Alternate	
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

**Also in Attendance:**

C. Mason	Chief Administrative Officer
M. Pearse	Sr. Mgr., Corporate Administration
N. Avery	Gen. Mgr., Finance & Information Services
P. Thorkelsson	Gen. Mgr., Development Services
J. Finnie	Gen. Mgr., Regional & Community Utilities
T. Osborne	Gen. Mgr., Recreation & Parks Services
D. Trudeau	Gen. Mgr., Transportation & Solid Waste Services
N. Hewitt	Recording Secretary

**CALL TO ORDER**

The Chairperson welcomed Alternate Director Dempsey to the meeting.

**DELEGATIONS**

**Rose Anne McQueen, re San Pareil Water System Petition.**

Ms. McQueen questioned the democratic process of the petition.

**Helmut Osenjak, re San Pareil Water System Petition.**

Mr. Osenjak raised concerns over the lack of privacy of the petition.

**Jo Dunn, SSPORA, re San Pareil Water System Petition.**

Mr. Dunn spoke in support of the San Pareil Water System Petition results.

**LATE DELEGATIONS**

MOVED Director Lefebvre, SECONDED Director Bartram, that the late delegations be permitted to address the Board.

CARRIED

**Lee Hunter, re San Pareil Water System Petition.**

Ms. Hunter raised concerns over the democratic process of the petition.

**Julie Geen, re San Pareil Water System Petition.**

Mr. Hunter read a statement prepared by Ms. Geen.

**Ron Geen, re San Pareil Water System Petition.**

Mr. Hunter read a statement prepared by Mr. Geen.

**Barney Morrow, re San Pareil Water System Petition.**

Mr. Morrow stated his reasons for not signing the petition.

**BOARD MINUTES**

MOVED Director Holdom, SECONDED Director Ruttan, that the minutes of the regular Board meeting held October 25, 2011 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**M. Jessen re Subdivision Application No. PL2011-130 - Request to Relax the Minimum 10% Frontage Requirement and Request to Accept Park Land Dedication – Glencar Consultants Inc. – 702 and 714 Wembley Road, and 916 Island Highway West – Area ‘G’.**

MOVED Director Holme, SECONDED Director Holdom, that the correspondence from M. Jessen be received.

CARRIED

**BYLAWS**

**For Adoption.**

**Bylaw No. 1648 – Regional Services Review – Phase III.**

MOVED Director Burnett, SECONDED Director Holdom, that “Southern Community Economic Development Service Establishing Bylaw No. 1648” be adopted.

CARRIED

**Bylaw No. 1649 – Regional Services Review – Phase III.**

MOVED Director Bartram, SECONDED Director Lefebvre, that “Northern Community Economic Development Service Establishing Bylaw No. 1649” be adopted.

CARRIED

**Bylaw No. 1556.01 – Regional Services Review – Phase III.**

MOVED Director Bartram, SECONDED Director Lefebvre, that “Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.01” be adopted.

CARRIED

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

MOVED Director Bartram, SECONDED Director Holme, that the minutes of the Electoral Area Planning Committee meeting held November 8, 2011 be received for information.

CARRIED

**PLANNING**

***DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS***

**Development Permit with Variance Application No. PL 2011-170 – Couverdon Real Estate – Pratt Road – Area ‘F’.**

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance Application No. PL2011-170 subject to the conditions outlined in Schedules No. 1-2, be approved.

CARRIED

**Development Permit with Variance Application No. PL2010-186 – Rowe – 2648 East Side Road – Area ‘H’.**

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance Application No. 2010-186 to permit fill, and re-vegetation of the subject property within the 15.0 metres setback to Horne Lake be approved in accordance with the Riparian Areas Assessment prepared by Streamline Consulting Ltd., dated August 24, 2011.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the requested variance to the setback from the creek from 15.0 metres to 3.0 metres, be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the requested variances to vary the number of storeys, and permit enclosed occupiable storage space, be denied.

CARRIED

***DEVELOPMENT VARIANCE PERMIT APPLICATIONS***

**Development Variance Permit Application No. PL2011-123 – Jordan Desrochers – 2347 and 2419 Cedar Road – Area ‘A’.**

MOVED Director Burnett, SECONDED Director Holme, that Development Variance Permit Application No. PL2011-123 to vary the minimum setback from 5.0 metres to 0.0 metres from an exterior side lot line fronting Cedar Road, be approved.

CARRIED

***OTHER***

**Subdivision Application No. PL2011-130 – Request to Relax the Minimum 10% Frontage Requirement and Request to Accept Park Land Dedication – Glencar Consultants Inc. – 702 and 714 Wembley Road, and 916 Island Highway West – Area ‘G’.**

MOVED Director Bartram, SECONDED Director Holme, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 30 and 31, be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the request to accept the dedication of park land, as outlined in Schedule No. 1, be accepted.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the Summary of the Public Information Meeting held on October 20, 2011, be received.

CARRIED

***COMMITTEE OF THE WHOLE STANDING COMMITTEE***

MOVED Director Johnstone, SECONDED Director Ruttan, that the minutes of the Committee of the Whole meeting held November 8, 2011 be received for information.

CARRIED

***COMMUNICATIONS/CORRESPONDENCE***

**Blair Lekstrom, Minister of Transportation and Infrastructure, re BC Transit Review.**

MOVED Director Holdom, SECONDED Director Ruttan, that the correspondence from Blair Lekstrom, Minister of Transportation and Infrastructure regarding the BC Transit Review be received.

CARRIED

***FINANCE AND INFORMATION SERVICES***

**Operating Results for the Period Ending September 30, 2011.**

MOVED Director Burnett, SECONDED Director Ruttan, that the summary report of financial results from operations to September 30, 2011 be received for information.

CARRIED

**Bylaw No. 1650 – Corporate Climate Action Reserve Fund Establishment Bylaw.**

MOVED Director Westbroek, SECONDED Director Lefebvre, that "Corporate Climate Action Reserve Fund Establishing Bylaw No. 1650, 2011" be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Lefebvre, that "Corporate Climate Action Reserve Fund Establishing Bylaw No. 1650, 2011" be adopted.

CARRIED

***DEVELOPMENT SERVICES***

**Bylaw No. 1259.08 - Proposed Fee for Official Community Plan Amendments Requiring Change to the Regional Growth Strategy.**

MOVED Director Bartram, SECONDED Director Burnett, that "Regional District of Nanaimo Fees and Charges Bylaw Amendment Bylaw No. 1259.08, 2011" be introduced and read three times, as amended.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that "Regional District of Nanaimo Fees and Charges Bylaw Amendment Bylaw No. 1259.08, 2011", be adopted as amended.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that staff be directed to investigate the establishment of a RGS amendment fee for municipal OCP amendment applications and report back to the Board on potential options for implementation.

CARRIED

***RECREATION AND PARKS SERVICES***

**Province of BC Community Recreation Program Grant.**

MOVED Director Burnett, SECONDED Director Bartram, that the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of the Cedar Skate and Bike Park in Electoral Area 'A' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the installation of the playground structure and sport court at Meadowood Way Community Park Playground in Electoral Area 'F' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of Natural Playground Elements, Pump Track and Sport Court at Henry Morgan Community Park in Electoral Area 'H' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

CARRIED

## COMMISSION, ADVISORY & SELECT COMMITTEE

### District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Ruttan, that the minutes from the meeting of the District 69 Recreation Commission meeting held October 20, 2011 be received for information.

CARRIED

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

Arrowsmith Community Enhancement Society - youth drop-in sports	\$ 760
Ballenas Dry Grad Committee	\$ 1,000
Bard to Broadway Theatre Society - B2Glee Teen Show Choir	\$ 1,000
Kwalikum Secondary School Dry Grad	\$ 1,000
Oceanside Minor Hockey - female hockey program equipment	\$ 1,200
Oceanside Kidfest Society - youth activity	\$ 1,240
Young Life of Canada (Qualicum Beach) – game and sports equipment	\$ 835

CARRIED

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

Arrowsmith Community Enhancement Society – Community Music Committee "Band in a Box" equipment	\$ 1,822
Corcan Meadowood Residents Association - Scary Walk Halloween event supplies and fireworks	\$ 1,500
Errington Co-op Preschool - play equipment	\$ 1,200
Mount Arrowsmith Pipe Band – Celtfest music school	\$ 1,500
Oceanside Tourism Assn. - Oceanside Sport and Tourism Council event kit	\$ 1,500
Ravensong Aquatic Club - pool rental	\$ 1,000
Ravensong Masters Swimming - pool rental	\$ 1,000

CARRIED

MOVED Director Bartram, SECONDED Director Westbroek, that the Regional District of Nanaimo support the efforts of the Oceanside Tourism Association with their plans to promote sport tourism in the Oceanside area.

CARRIED

### Electoral Area 'B' Parks and Open Space Advisory Committee.

MOVED Director Rudischer, SECONDED Director Bartram, that the minutes from the meeting of the Electoral Area 'B' Parks and Open Space Advisory Committee held September 6, 2011 be received for information.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the Islands Trust be informed that the proposed trail location at 1520 McCollum Road in favour of a 5% parkland dedication, adjacent to the 707 Community Park, should be denied.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that staff be directed to conduct a community consultation process with Mudge Island residents regarding beach access priorities.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the 707 Community Park trail names be selected by historical usage and geographical directions, in lieu of personal names.

CARRIED

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

MOVED Director Young, SECONDED Director Burnett, that the minutes from the meeting of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held September 12, 2011 be received for information.

CARRIED

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

MOVED Director Holme, SECONDED Director Johnstone, that the minutes from the meeting of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held October 3, 2011 be received for information.

CARRIED

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

MOVED Director Bartram, SECONDED Director Lefebvre, that the minutes from the meeting of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held August 24, 2011 be received for information.

CARRIED

**Regional Parks and Trails Advisory Committee.**

MOVED Director Holdom, SECONDED Director Burnett, that the minutes from the Regional Parks and Trails Advisory Committee meeting held October 18, 2011 be received for information.

CARRIED

MOVED Director Holdom, SECONDED Director Burnett, that the Coats Marsh Regional Park Management Plan be approved and used as a guide for park development and operation from 2011 to 2021.

CARRIED

MOVED Director Holdom, SECONDED Director Burnett, that the "Regional Parks Development Costs Charges Bylaw No. 1619, 2011" be introduced and read two times.

CARRIED

MOVED Director Holdom, SECONDED Director Burnett, that staff be directed to develop a consultation plan for 2012 that will solicit stakeholder group feedback and input on the Regional Parks Development Cost Charges Bylaw.

CARRIED

MOVED Director Holdom, SECONDED Director Burnett, that the topic of affordable housing and the use of regionally controlled land for use as affordable housing be referred to the next strategic planning session of the new Board.

CARRIED

**Grants-in-Aid Committee.**

MOVED Director Young, SECONDED Director Burnett, that the minutes from the meeting of the Grants-in-Aid Committee held October 17, 2011 be received for information.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that Grant-in-Aid funds for District 68 be awarded to the following applicant:

Jonanco Hobby Workshop Association	\$ 1,300
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CARRIED

MOVED Director Young, SECONDED Director Lefebvre, that Grant-in-Aid funds for District 69 be awarded to the following applicants:

Arrowsmith Community Enhancement Society	\$ 1,000
Lighthouse Country Marine Rescue Society	\$ 1,000
Nanoose Bay Catspan	\$ 2,000
Qualicum Cat Rescue Society	\$ 2,000

CARRIED

MOVED Director Young, SECONDED Director Lefebvre, that the Parksville and District Association for Community Living be encouraged to work on the homelessness initiative in the District 69 area based on their capacity and staffing to do this; and that the Association be advised that the Grants-in-Aid Committee would consider reviewing their grant application in the future.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Regional Parks and Trails Advisory Committee.**

MOVED Director Holdom, SECONDED Director Lefebvre, that staff be directed to work in collaboration with the City of Parksville to identify a route for a potential public trail and bridge that would connect Parksville Community Park with Rath Trevor Provincial Park.

CARRIED

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

**Arrowsmith Water Service Management Board.**

MOVED Director Holme, SECONDED Director Lefebvre, that the minutes from the meeting of the Arrowsmith Water Service Management Board held October 20, 2011 be received for information.

CARRIED

MOVED Director Westbroek, SECONDED Director Lefebvre, that the Board adopt the Year 2011 Arrowsmith Water Service Final Budget as shown on Table 1, dated October 20, 2011.

CARRIED



MOVED Director Lefebvre, SECONDED Director Holme, that the Board adopt the Arrowsmith Water Service 2012 – 2016 Financial Plan as shown on Table 2, dated October 20, 2011.

CARRIED

**Englishman River Water Service Management Board.**

MOVED Director Lefebvre, SECONDED Director Holme, that the minutes from the meeting of the Englishman River Water Service Management Board held November 9, 2011 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Board adopt the Year 2011 Englishman River Water Service Final Budget as shown on Table 1, dated November 9, 2011.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Board adopt the Englishman River Water Service Final 2012 – 2016 Financial Plan as shown on Table 2, dated November 9, 2011.

CARRIED

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

MOVED Director Burnett, SECONDED Director Biggemann, that the minutes from the meeting of the Electoral Area ‘F’ Parks and Open Space Advisory Committee held October 24, 2011 be received for information.

CARRIED

**Electoral Area ‘G’ Parks and Open Space Advisory Committee.**

MOVED Director Bartram, SECONDED Director Holme, that the minutes from the meeting of the Electoral Area ‘G’ Parks and Open Space Advisory Committee held October 17, 2011 be received for information.

CARRIED

**Transit Select Committee.**

MOVED Director Bestwick, SECONDED Director Holdom, that the minutes from the meeting of the Transit Select Committee held November 17, 2011 be received for information.

CARRIED

MOVED Director Holdom, SECONDED Director Ruttan, that the Regional District of Nanaimo Board send a letter to Olivia Chow in support of her legislative initiative bill C-615, an Act to establish a National Public Transit Strategy.

CARRIED

MOVED Director Holdom, SECONDED Director Unger, that the application made by Woodgrove Centre for the Regional District of Nanaimo to provide bus service on January 1, 2012, at 50% Woodgrove Centre cost, be approved.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that the proposed 5,000 hour transit service expansion to the Conventional system and the 250 hour Custom Transit expansion in Electoral Area H, with their associated costs, be approved.

CARRIED

MOVED Director Holdom, SECONDED Director Johnstone, that staff proceed to advise BC Transit that the Regional District of Nanaimo supports including the proposed changes in the 2011/2012/2013 Annual Operating Agreements.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that staff proceed to amend the District 69 Transit establishing bylaw to add Electoral Area H as a participant.

CARRIED

MOVED Director Holdom, SECONDED Director Burnett, that the Board approve a \$.25 fare increase to Conventional and handyDART cash fares and increase all other Conventional fare products accordingly as presented in Appendix 1 effective March 4, 2012.

CARRIED

## **ADMINISTRATOR'S REPORTS**

### **Release of Corporate Climate Action Reserve Funds for Transit Operations Infrastructure.**

MOVED Director Westbroek, SECONDED Director Lefebvre, that the Board approve the release of \$20,000.00 from the Corporate Climate Action reserve fund for the construction of a sub-surface gas line for Compressed Natural Gas vehicle fuelling infrastructure, and for the installation of four electric vehicle charging stations.

CARRIED

### **Solid Waste Management Regulation Bylaw No. 1531.03 – 2012 Tipping Fees.**

MOVED Director Holme, SECONDED Director Johnstone, that the request from the Cowichan Valley Regional District to dispose of asbestos waste generated in the northern portions of their regional district be approved at the rates outlined on Schedule D to Bylaw No. 1531.03.

CARRIED

MOVED Director Holme, SECONDED Director Unger, that "Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531.03, 2011" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531.03, 2011" be adopted.

CARRIED

### **Regional Growth Strategy Bylaw No. 1615, 2011 Referrals to Affected Local Governments for Acceptance.**

MOVED Director Bartram, SECONDED Director Burnett, that the responses to the request for Bylaw acceptance be received as set out in Attachment No. 1 of this report.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011" be read a third time.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011" be adopted.

CARRIED

**San Pareil Water System Service Area (Fire Protection Improvements) Establishing Bylaw No. 1646 and Loan Authorization Bylaw No. 1647.**

MOVED Director Holme, SECONDED Director Holdom, that "San Pareil Water System (Fire Protection Improvements) Service Establishing Bylaw No. 1646, 2011" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "San Pareil Water System (Fire Protection Improvements) Service Loan Authorization Bylaw No. 1647, 2011", be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**BOARD ADJOURNMENT**

The Chairperson congratulated the Board as well as staff for the numerous accomplishments made in the last three years.

TIME: 9:10 PM

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Burnett, that That pursuant to Section 90(1)(c) and (e) of the Community Charter the Board proceed to an In Camera meeting to consider items related to personnel and land matters.

CARRIED

**RISE & REPORT**

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

**Executive Committee.**

MOVED Director Holme, SECONDED Director Holdom, that the RDN Earned Days Off Policy be approved.

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 9:16 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION