

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, JUNE 14, 2011 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 M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Alternate	
Director T. Greves	City of Nanaimo
Director J. Ruttan	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	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	Senior Manager, Corporate Administration
W. Idema	A/ General Manager, Finance & Information Services
J. Finnie	General Manager, Regional & Community Utilities
D. Trudeau	General Manager, Transportation & Solid Waste
P. Thorkelsson	General Manager, Development Services
T. Osborne	General Manager, Recreation & Parks
N. Hewitt	Recording Secretary

**CALL TO ORDER**

Chairperson welcomed Alternate Director Ted Greves to the meeting.

**DELEGATIONS**

**Sandy Ferguson and Paul Liddy, re Expansion of the Nanaimo Bioenergy Centre.**

Ms. Ferguson and Mr. Liddy provided a verbal and visual overview of the expansion to the Nanaimo Bioenergy Centre.

## **LATE DELEGATIONS**

MOVED Director Bartram, SECONDED Director Burnett, that one late delegation be permitted to address the Committee.

CARRIED

### **Stephen Adams, re Zoning Land Use Issues on Properties Located in Electoral Area 'F'.**

Mr. Adams withdrew his request to speak at this time.

## **MINUTES**

MOVED Director Holme, SECONDED Director Bartram, that the minutes of the regular Committee of the Whole meeting held May 10, 2011 be adopted.

CARRIED

## **COMMUNICATIONS/CORRESPONDENCE**

### **J. A. Ferrero, re People with Disabilities.**

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from J.A. Ferrero be received.

CARRIED

## ***FINANCE AND INFORMATION SERVICES***

### **FINANCE**

#### **Use of Development Cost Charges in 2010.**

MOVED Director Burnett, SECONDED Director Ruttan, that the report on Development Cost Charges provided under Section 937.01 be received for information.

CARRIED

#### **Bylaws No. 1078.07 and 1317.03 - Board Remuneration Review and Recommendations.**

MOVED Director Burnett, SECONDED Director Holme, that the recommendations of the Board Remuneration Committee be approved.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that "Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078.07, 2011" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that "Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078.07, 2011" be adopted.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that "Regional District of Nanaimo Board Remuneration and Expenses (Electoral Areas Only) Bylaw No. 1317.03, 2011" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that "Regional District of Nanaimo Board Remuneration and Expenses (Electoral Areas Only) Bylaw No. 1317.03, 2011" be adopted.

CARRIED

**Central Island 911 Service Update.**

MOVED Director Sherry, SECONDED Director Unger, that the report be received for information.

CARRIED

**Bylaw No. 1611 - Renewal of Central Island 911 Partnership Agreement and 911 Call Answer Levy.**

MOVED Director Sherry, SECONDED Director Ruttan, that the Parties support the Guiding Principle to work together to provide 911 Service in each of their respective jurisdictions with the eventual goal of the Parties to fund 911 Service entirely through a call answer - levy (CAL) placed on all telephone subscribers within the service areas.

CARRIED

MOVED Director Sherry, SECONDED Director Ruttan, that until such time as the CAL is sufficient to provide all funding necessary for the 911 Service, that any shortfall will be made up by the Parties on the basis of population in accordance with Schedule 'A' of the "911 Partnership Agreement".

CARRIED

MOVED Director Sherry, SECONDED Director Ruttan, that the "911 Partnership Agreement" between the Regional District of Nanaimo, the Cowichan Valley Regional District and the City of Nanaimo be approved for a period of five years expiring on December 31, 2015.

CARRIED

MOVED Director Sherry, SECONDED Director Ruttan, that "911 Call Answer Levy Bylaw No. 1611, 2011" be introduced and read three times.

CARRIED

MOVED Director Sherry, SECONDED Director Ruttan, that "911 Call Answer Levy Bylaw No. 1611, 2011" be adopted.

CARRIED

**Fire Departments Authority to Respond to Emergencies Outside Fire Protection Boundaries.**

MOVED Director Holme, SECONDED Director Bartram, that the Extension, Dashwood, Nanoose Bay, Errington and Coombs Hilliers Volunteer Fire Departments be authorized to deploy fire-fighting resources outside their statutory boundaries for the 2011 fire season as outlined in this report.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the Errington Volunteer Fire Department be authorized to provide assistance to the BC Ambulance service for cross country and downhill cyclist rescue responses in Blocks 380, 469, 468 and 36 of the Nanoose district, and that the Errington Volunteer Fire Department be authorized to lend their air/lighting pod to the Port Alberni fire department in the case of a tsunami event localized to the Port Alberni area

CARRIED

***DEVELOPMENT SERVICES***

**BUILDING & BYLAW**

**Building Inspection – Contaminated Building Remediation Policy.**

MOVED Director Bartram, SECONDED Director Kipp, that the Board policy entitled "Building Inspection Procedure for the Remediation of Contaminated Buildings" be adopted as outlined in Schedule No. 1.

CARRIED

**Building Inspection – Building Bylaw Contravention – 3106 Northwest Bay Road – Area ‘E’.**

MOVED Director Holme, SECONDED Director Kipp, that staff be directed to register a Notice of Bylaw Contravention on the title of the subject property legally described as Lot 2, District Lot 30-A, Plan 3074, Nanoose District, pursuant to Section 57 of the Community Charter.

CARRIED

**Bylaw Enforcement – Zoning and Building Bylaw Contraventions – 146 Kinkade Road – Area ‘G’.**

MOVED Director Bartram, SECONDED Director Sherry, that staff be directed to register a Notice of Bylaw Contravention on title pursuant to Section 57 Community Charter and that legal action be taken if necessary to ensure that Lots 1, 2 & 3, District Lot 9, Plan 21816, Newcastle Land District, are in compliance with "Regional District of Nanaimo Building Regulations Bylaw No. 1250, 2010 and Regional District of Nanaimo Land Use and Subdivision Bylaw 500, 1987."

CARRIED

**PLANNING**

**Bylaw No. 1615 – Regional District of Nanaimo Growth Strategy Bylaw and Summary of Public Input.**

MOVED Director Holme, SECONDED Director Bartram, that the report summarizing the results of Phase 3 of the RGS review community consultation process be received.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the changes to the Draft Regional Growth Strategy as recommended in this report be included prior to the first two readings of the bylaw.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Regional District of Nanaimo Growth Strategy Bylaw No 1615, 2011" be introduced and read two times.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that a public hearing on "Regional District of Nanaimo Growth Strategy Bylaw No. 1615, 2011" be scheduled and chaired by Director Stanhope.

CARRIED

***REGIONAL AND COMMUNITY UTILITIES***

**LIQUID WASTE**

**Greater Nanaimo Pollution Control Centre and Nanaimo Community Gardens Society Agreement.**

MOVED Director Westbroek, SECONDED Director Sherry, that the RDN enter into a two year agreement from September 1, 2011 to August 31, 2013 with the Nanaimo Community Gardens Society for the use of the greenhouses at Greater Nanaimo Pollution Control Centre.

CARRIED

**WATER**

**Drinking Water and Watershed Protection – Water Budget Project – Expenditure of Reserve Funds.**

MOVED Director Bartram, SECONDED Director Rudischer, that the expenditure of up to \$107,000 from the Drinking Water and Watershed Protection Reserve Fund Expenditure Bylaw No. 1608 be approved to support proceeding with the Water Budget Project.

CARRIED

***TRANSPORTATION AND SOLID WASTE SERVICES***

**SOLID WASTE**

**Regional Landfill – Cedar Road Bioenergy Facility Expansion Agreement.**

MOVED Director Burnett, SECONDED Director Kipp, that the Board approve the Fifth Amending (Facility Expansion) Agreement with Cedar Road Bioenergy Inc.

CARRIED

**TRANSPORTATION**

**Electric Vehicle Use Within Electoral Areas.**

MOVED Director Lefebvre, SECONDED Director Westbroek, that staff be directed to send a letter to the Ministry of Transportation and Infrastructure to request a change of the speed limit of the section of Highway 19A that is in Electoral Area 'G' to 50 km/hr.

DEFEATED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Arrowsmith Water Services Management Board.**

MOVED Director Lefebvre, SECONDED Director Holme, that the minutes from the meeting of the Arrowsmith Water Service Management Board held April 26, 2011 be received for information.

CARRIED

**AWS Capital Plan Study.**

MOVED Director Lefebvre, SECONDED Director Holme, that the Arrowsmith Water Service Joint Venturers adopt the report 'Englishman River Water Intake, Treatment Facilities and Supply Mains Phase 1 Conceptual Planning, Budgeting and Scheduling Report' dated April 2011, prepared by Associated Engineering.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Arrowsmith Water Service Management Board direct the Arrowsmith Water Service Management Committee to proceed with the recommendations in the report.

CARRIED

**AWS Communications Strategy.**

MOVED Director Lefebvre, SECONDED Director Holme, that the AWS Management Board approve the Arrowsmith Water Service Communications Strategy.

CARRIED

**AWS Project Manager.**

MOVED Director Lefebvre, SECONDED Director Holme, that the Arrowsmith Water Service Management Board approve the new position of “AWS Program Manager”, effective immediately.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the AWS Management Board authorize the AWS Management Committee to direct the Operator, (City of Parksville), to appoint and employ a qualified AWS Program Manager, such appointment subject to approval of the AWS Management Board.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Operator be reimbursed from the AWS Operating Budget for AWS Program Manager compensation and expenses directly attributable to AWS activities.

CARRIED

**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Ruttan, that the minutes from the meeting of the District 69 Recreation Commission held May 19, 2011 be received for information.

CARRIED

**District 69 Recreation Grants.**

MOVED Director Bartram, SECONDED Director Ruttan, that a cross reference process be formalized in RDN Grant-In-Aid procedures to ensure applicants are accurately completing RDN Grant-In-Aid request forms and to verify applying organizations meet the criteria for the Grant-In-Aid programs.

CARRIED

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

Arrowsmith Community Enhance. Society - youth sport facility rental	\$ 400
Bard to Broadway Society - youth summer theatre facility rental	800
Bard to Broadway Society - Education Series facility rental	1,500
Erik Goetzing BMX Society Qualicum Beach - gate controls, gate repairs and PA speaker	1,500
District 69 Family Resource Association - youth week event	600
Milner Gardens and Woodland - Shoots with Roots youth camps at VIU marine field station	1,195
Oceanside Minor Baseball - video training equipment	1,500
Ravensong Aquatic Club - pool rental	2,500

CARRIED

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

Arrowsmith Community Enhancement Society –	
Coombs Halloween Candy Walk	\$ 1,500
Arrowsmith Agricultural Association - padding for indoor court	2,500
Oceanside Building Learning Together –	
sand; play cars and helmets; play traffic signs	2,500
Nanoose Bay Landscaping Project - landscape materials and irrigation	1,500
Parksville and District Association for Community Living -	
program and event expenses	1,500
Parksville and District 69 Team – transportation	1,500
Parksville Lions Club - playground maintenance	1,500
Qualicum Beach Lawn Bowling Club - equipment and signage	1,400
Qualicum Beach Historical and Museum Society –	
children's day event costs	750
	CARRIED

**Arrowsmith Community (Area 'F') Recreation Services Agreement 2011-2013.**

MOVED Director Bartram, SECONDED Director Biggemann, that the Agreement with the Arrowsmith Community Enhancement Society, as provided in Appendix 'A', covering the term from June 1, 2011 to December 31, 2013, be approved as presented.

CARRIED

**District 69 Recreation Services Fees and Charges.**

MOVED Director Bartram, SECONDED Director Biggemann, that the 2011-2012 Northern Community Recreation Services Program Fees be approved as provided in Appendix 'A'.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the 2011-2012 program, admission and rental fees for Oceanside Place be approved as provided in Appendix 'B'.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the 2011-2012 program, admission and rental fees for Ravensong Aquatic Centre be approved as provided in Appendix 'C'.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the Fees and Charges Policy be approved as amended in Appendix 'E'.

CARRIED

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

MOVED Director Burnett, SECONDED Director Young, that the minutes from the meeting of the Electoral Area 'A' Parks, Recreation and Culture Commission held May 26, 2011.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that a Porta Potty with a concrete privacy surround, a garbage can and dog sign be installed at the Pebble Beach MOTI water access in Electoral Area 'A'.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Electoral Area 'A' Recreation and Culture Services Fees and Charges Policy be approved as amended in Appendix A.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Electoral Area 'A' Recreation and Culture Services 2011-12 program fees and charges be approved as outlined in Appendix B.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that \$27,000 in 2011 and \$21,000 in 2012 be provided to Cedar Community Hall Association for hall upgrades funded by the Area 'A' Community Parks Budget.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Regional District enter into an Agreement with the Cedar Community Hall Association that provides for a reduced rental arrangement for a five year period.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the License to Use Agreement between the Regional District of Nanaimo and the Cedar Community School and Enhancement Society for the operation and use of the Cedar Heritage Centre be approved for a Three Year Term from July 1, 2011 – May 30, 2014.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the request by Cedar School and Community Enhancement Society (CSCES) be approved as presented, with the understanding that the placement of the memorial bench for Mr. Jock Gourlay may be temporary due to being on leased land and should the removal of the bench be required, it will be returned to the family.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that a memorial bench policy in RDN Parks be developed.

CARRIED

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

### **People with Disabilities.**

MOVED Director Holme, SECONDED Director Sherry, that correspondence be sent to senior levels of government regarding services required to assist people with disabilities.

CARRIED

## **NEW BUSINESS**

### **Noise Control Regulatory Bylaw No. 1082.**

MOVED Director Rudischer, SECONDED Director Bartram, that staff be directed to examine the feasibility of amending Electoral Area 'B' Noise Control Bylaw No. 1082 to include firearms related noise and provide the Board with a report.

CARRIED



**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Lefebvre, 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 matters.

CARRIED

TIME: 8:07 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION