

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JULY 26, 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 |
| Alternate | |
| Director F. Van Eynde | 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 |
| Alternate | |
| Director B. Dempsey | District of Lantzville |
| Director J. Ruttan | City of Nanaimo |
| Director B. Holdom | City of Nanaimo |
| Alternate | |
| Director T. Greves | 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 |
| W. Idema | A/ 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 Directors Dempsey, Van Eynde, Burger and Greves.

PRESENTATION

Certificate in Local Government Service Delivery.

The Chairperson presented Greg Keller, Senior Planner, with a Certificate in Local Government Service Delivery and commended him for his work experience in the local government field.

LATE DELEGATION

MOVED Director Bartram, SECONDED Director Kipp, that a late delegation be permitted to address the Board.

CARRIED

Richard Coll, re Zoning Amendment Application No. PL2011-023 and Development Permit with Variance Application No. PL2011-24 – Fern Road Consulting Ltd. – 883 & 899 Island Highway West – Area ‘G’.

Mr. Coll presented the Board with the original signed petition in opposition of the above noted amendment application.

BOARD MINUTES

MOVED Director Sherry, SECONDED Director Westbroek, that the minutes of the regular Board meeting held June 28, 2011 and the Special Board meeting held July 12, 2011 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Melissa Noel, Coastal Invasive Plant Committee, re Coordinated Invasive Plant Management in the Nanaimo Region.

MOVED Director Bartram, SECONDED Director Burger, that the correspondence from the Coastal Invasive Plant Committee be received.

CARRIED

BYLAWS

Public Hearing & Third Reading.

Report on the Public Hearing held July 18, 2011 on Bylaw No. 500.373 - Zoning Amendment Application No. PL2011-057 – City of Nanaimo – South Forks Road – Area ‘C’.

MOVED Director Young, SECONDED Director Burnett, that the report of the Public Hearing held on July 18, 2011 on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.373, 2011" be received.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.373, 2011” be read a third time.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.373, 2011”, be adopted.

CARRIED

Bylaw 500.371.

MOVED Director Bartram, SECONDED Director Van Eynde, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.371, 2011” be adopted.

CARRIED

Bylaw No. 1620.

MOVED Director Burnett, SECONDED Director Bartram, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw No. 1620, 2011" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Van Eynde, that the minutes of the Electoral Area Planning Committee meeting held July 12, 2011 be received for information.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Application No. PL2011-023 and Development Permit with Variance Application No. PL2011-24 – Fern Road Consulting Ltd. – 883 & 899 Island Highway West – Area ‘G’.

MOVED Director Bartram, SECONDED Director Van Eynde, that the Summary of the Public Information Meeting held on April 14, 2011, be received.

CARRIED

MOVED Director Bartram, SECONDED Director Van Eynde, that the Summary of the Public Information Meeting held on May 30, 2011, be received.

CARRIED

MOVED Director Bartram, SECONDED Director Van Eynde, that Zoning Amendment Application No. PL2011-023 to rezone the subject property from Commercial 2 (CM2) to French Creek Landing Comprehensive Development Zone (CD48) be denied.

CARRIED

MOVED Director Bartram, SECONDED Director Van Eynde, that staff review drive-thru's within the context of the Board's Strategic Plan, the Regional Growth Strategy and Official Community Plan targets for greenhouse gas reductions, and provide options for the Board's consideration.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. PL2011-101 – Donaldson – 901 Shorewood Drive – Area ‘G’.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2011-101 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules 1 - 3.

CARRIED

Development Permit Application No. PL2011-017 – Fern Road Consulting Ltd. – 6076 Island Highway West – Area ‘H’.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit No. PL2011-017 in conjunction with a two lot bare land strata subdivision be approved subject to the conditions outlined in Schedules 1 - 2.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. PL2011-084 – Keith Brown Associates Ltd. – 1922 and 1940 Schoolhouse Road – EA ‘A’.

MOVED Director Burnett, SECONDED Director Bartram, that Development Permit with Variance Application No. PL2011-084 to permit a fascia sign on a new industrial building and a compacted gravel parking area be approved subject to the conditions outlined in Schedule 1 - 3.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2011-093 – Heringa and Ladouceur – 3142 and 3146 Meadow Drive – Area ‘C’.

MOVED Director Young, SECONDED Director Burnett, that Development Variance Permit Application No. PL2011-093 be approved subject to the conditions outlined in Schedules No. 1 - 3.

CARRIED

Development Variance Permit Application No. PL2011-107 – Sitler – 3095 Lear Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director Bartram, that Development Variance Permit Application No. PL2011-107 be approved subject to the conditions outlined in Schedules No. 1 - 3.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Burnett, SECONDED Director Greves, that the minutes of the Committee of the Whole meeting held July 12, 2011 be received for information.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Bylaw No. 1641 – Alberni Clayoquot Regional District – 2012 Permissive Tax Exemption.

MOVED Director Westbroek, SECONDED Director Burger, that "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1641, 2011" be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Burger, that "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1641, 2011" be adopted.

CARRIED

Bylaws No. 1642, 1643, 1644, 1645 – Reserve Fund Establishment Bylaws.

MOVED Director Kipp, SECONDED Director Unger, that "Electoral Area 'C' (Defined Area 'C') Community Parks Reserve Fund Establishment Bylaw No. 1642, 2011" be introduced and read three times

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Electoral Area 'C' (Defined Area 'C') Community Parks Reserve Fund Establishment Bylaw No. 1642, 2011" be adopted.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Building Inspection Service Operational Reserve Fund Establishment Bylaw No, 1643, 2011" be introduced and read three times.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Building Inspection Service Operational Reserve Fund Establishment Bylaw No. 1643, 2011" be adopted.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Englishman River Community Storm Water Management Service Area Reserve Fund Establishment Bylaw No. 1644, 2011" be introduced and read three times.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Englishman River Community Storm Water Management Service Area Reserve Fund Establishment Bylaw No. 1644, 2011" be adopted.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Whiskey Creek Water Service Reserve Fund Establishment Bylaw No. 1645, 2011" be introduced and read three times.

CARRIED

MOVED Director Kipp, SECONDED Director Unger, that "Whiskey Creek Water Service Reserve Fund Establishment Bylaw No. 1645, 2011" be adopted.

CARRIED

FIRE DEPARTMENTS

BC Ambulance Service – Request for Temporary Vehicle Shelter Extension.

MOVED Director Bartram, SECONDED Director Johnstone, that the request by the BC Ambulance Service to extend the temporary vehicle shelter permit at the site of the Bow Horn Bay Fire Department be approved subject to the removal and replacement of the shelter with a permanent structure on or before June 30, 2012.

CARRIED

Request for Approval for Bow Horn Bay Volunteer Fire Department to Purchase Rescue Vehicle from Nanoose Bay Volunteer Fire Department.

MOVED Director Bartram, SECONDED Director Van Eynde, that the capital purchase of a 1995 Freightliner FL60 fire rescue/mini-pumper vehicle by the Bow Horn Bay Volunteer Fire Department from the Nanoose Bay Volunteer Fire Department at a cost of \$20,000 be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Johnstone, that Bow Horn Bay Fire department vehicle reserve funds in the estimated amount of \$20,000 be released for this purpose when required.

CARRIED

DEVELOPMENT SERVICES

PLANNING

Electoral Area 'A' Cedar Main Street Design Project – Terms of Reference.

MOVED Director Burnett, SECONDED Director Young, that the staff report on the Cedar Main Street Design Project Terms of Reference be received.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Cedar Main Street Design Project Terms of Reference (attached as Schedule No. 1) be endorsed by the Board.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that applications to amend the new Electoral Area 'A' Official Community Plan or to rezone lands in a way which is not consistent with the intent of the Cedar Main Street land use designation not be considered while the Cedar Main Street Design Project is underway.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WATER

Proposed Rainwater Harvesting Incentive Pilot Program.

MOVED Director Kipp, SECONDED Director Burnett, that the Board approve the proposed Rainwater Harvesting Incentive Program Pilot for Electoral Area 'B' and the proposed Yellow Point DPA.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

TRANSIT

Highway 19A Speed Limit.

MOVED Director Burger, SECONDED Director Holdom, that a letter be sent to the Ministry of Transportation and Infrastructure requesting that the Ministry undertake a review of the speed limit on the section of Highway 19A, which is in Electoral Area 'G' between the Rath Trevor Beach Provincial Park and the City of Parksville boundary at the Englishman River bridge, to determine if the speed limit should be reduced to 50km/h.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

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

MOVED Director Bartram, SECONDED Director Westbroek, that the minutes from the meeting of the Electoral Area 'H' Parks and Open Space Advisory Committee held May 25, 2011 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that staff be directed to prepare a report on Dunsmuir Community Park summarizing issues and identifying options to improve the park.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that the Qualicum Bay Lions Club Grant-In-Aid application in the amount of \$6,739.23, for painting of the Lion's Recreation Centre, be approved and funded by the Electoral Area 'H' Community Parks Function Budget.

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 held June 13, 2011 be received for information.

CARRIED

Drinking Water Watershed Protection Advisory Committee.

MOVED Director Bartram, SECONDED Director Holdom, that the minutes from the meeting of the Drinking Water Watershed Protection Advisory Committee meeting held June 22, 2011 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Drinking Water Watershed Protection Advisory Committee terms of reference be amended to include a representative from Fisheries and Oceans Canada.

CARRIED

Arrowsmith Water Service Management Board.

MOVED Director Holdom, SECONDED Director Young, that the minutes from the meeting of the Arrowsmith Water Service Management Board meeting held June 23, 2011 be received for information.

CARRIED

NEW BUSINESS

Gabriola Health Care Foundation, re the Community Health and Urgent Care Clinic Project.

MOVED Director Rudischer, SECONDED Director Kipp, that the 2012 budget include a one-time increase to the Regional District grants-in-aid service in order to raise up to a maximum of \$10,000 to be provided as a grant to the Gabriola Island Healthcare Foundation project towards the cost of a building permit for the Gabriola Island Health and Urgent Care Clinic.

CARRIED

EXECUTIVE STANDING COMMITTEE

COMMISSIONS

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

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

MOVED Director Rudischer, SECONDED Director Bartram, that the minutes from the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held May 3, 2011 be received for information.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the South Road Community Park old stairway (G142) be removed and that the bench and guardrail be retained.

MOVED Director Rudischer, SECONDED Director Bartram, that this be referred back for a staff report.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the Regional District survey and submit permit applications to MoTI for water accesses G139 (El Verano Turnabout) and G140 (Gabriola Cemetery).

CARRIED

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

MOVED Director Van Eynde, SECONDED Director Ruttan, that the minutes from the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held June 6, 2011 be received for information.

CARRIED

MOVED Director Van Eynde, SECONDED Director Ruttan, that the Regional District approve the Lions Club storage of a twenty-five (25) foot trailer at the rear of Nanoose Place, providing there will be no major modifications of the site, other than the removal of one small arbutus tree and the limbing of adjacent fir trees.

MOVED Director Van Eynde, SECONDED Director Ruttan, that this be referred back for a staff report.

CARRIED

Electoral Area 'F' Parks and Open Space Advisory Committee.

MOVED Director Biggemann, SECONDED Director Van Eynde, that the minutes from the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held June 27, 2011 be received for information.

CARRIED

Emergency Management Select Committee.

MOVED Director Bartram, SECONDED Director Ruttan, that the minutes from the Emergency Management Select Committee meeting held July 13, 2011 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Ruttan, that the Hazard Vulnerability Risk Analysis Public Consultation Plan for Electoral Area 'A be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the licence agreement between the Sunshine Coast Regional District and the Regional District of Nanaimo for the installation and maintenance of a dual band vertical radio antenna and repeater in the Regional District of Nanaimo Transit building be approved for a five year term beginning July 1, 2011 and ending June 30, 2016.

CARRIED

ADMINISTRATOR'S REPORTS

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

MOVED Director Bartram, SECONDED Director Ruttan, that the Bow Horn Bay Volunteer Fire Department be authorized to deploy fire-fighting resources outside their statutory boundaries to provide first responder assistance to other emergency services providers and to provide low-angle rope rescue services to assist in emergency situations.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the Extension Volunteer Fire Department be authorized to deploy existing fire-fighting resources outside their statutory boundaries to provide assistance to other emergency services providers in the case of motor vehicle accidents and to provide river rescue services in emergency situations as requested.

CARRIED

Crown Land Licence of Occupation Renewal Offer for Malcolm Community Park - Electoral Area 'F'.

MOVED Director Biggemann, SECONDED Director Bartram, that the Regional District accept the Province's 30-year Licence of Occupation renewal offer for that part of the Southwest ¼ of Parcel A (DD4504N) of District Lot 9, Cameron District, commonly known as Malcolm Community Park; offer attached as Appendix I.

CARRIED

BC Ferries Pump Ashore Program.

MOVED Director Sherry, SECONDED Director Holdom, that the RDN Board receive the staff report on the BC Ferries Pump Ashore Program for information.

CARRIED

French Creek Pollution Control Centre Biosolids Contract Extension.

MOVED Director Holdom, SECONDED Director Burger, that SYLVIS Environmental Inc. be granted a two year extension to the current contract for the hauling and beneficial use of biosolids from the French Creek Pollution Control Centre at \$77 per tonne, through to September 30, 2013.

CARRIED

Infrastructure Planning Grant Application – Request for Support – Streamlined Water Use Reporting Tool (SWURT).

MOVED Director Bartram, SECONDED Director Holdom, that the Board support the application for an Infrastructure Planning Grant for the development of the Streamlined Water Use Reporting Tool in the Regional District of Nanaimo.

CARRIED

Phase 2 Transit Upgrade and Expansion.

MOVED Director Holdom, SECONDED Director Unger, that the Board award the general construction contract to Knappett Projects Inc. for the tendered price of \$1,466,683 plus HST.

CARRIED

Agricultural Area Plan Update.

MOVED Director Burnett, SECONDED Director Bartram, that the Board receive this report for information.

CARRIED

Strategic Community Investment Funds Grant.

MOVED Director Unger, SECONDED Director Bartram, that the Province of BC's Strategic Community Investment Funds 2011/12 grant in the amount of \$178,902 be utilized by:

- Allocating \$50,000 to the Energy and Sustainability department to match BC Hydro funding for the Energy and Sustainability Manager position;
- Allocating \$94,700 to a Regional Sustainability Initiatives reserve; and
- Allocating \$34,202 to the Electoral Areas with \$16,202 being allocated to an Electoral Areas Sustainability Initiatives reserve fund and the remainder to the Electoral Area administrative services.

CARRIED

Regional Services Review – Phase III.

MOVED Director Bartram, SECONDED Director Burger, that staff be directed to prepare bylaws for introduction at the September Committee of the Whole Meeting for the following services:

- Economic Development (Southern Community)
- Economic Development (Northern Community)
- Watershed/Drinking Water Protection
- Oceanside Place Arena
- Ravensong Aquatic Centre

CARRIED

MOVED Director Bartram, SECONDED Director Rudischer, that a plebiscite question be prepared for consideration at the Committee of the Whole meeting asking the electors of Electoral Area 'E' if they are in favour of the RDN implementing a regional service strategy that would involve:

- a) Nanaimo, Parksville and Qualicum Beach becoming participants in the Drinking Water/Watershed Protection service;
- b) Amending the cost allocation formula for the District 69 (Oceanside Place) ice arena to allocate 50% of the costs of the service to usage; and
- c) Electoral Area E becoming a participant in the District 69 (Ravensong Aquatic Centre) swimming pool service with cost allocations based on participating area usage.

CARRIED

Nanoose Bay Fire Hall Tender Award.

MOVED Director Van Eynde, SECONDED Director Holdom, that the Board award the general construction contract for the Nanoose Bay firehall construction project to W.J. Murphy Contracting Ltd. for the total amount of \$2,621,975 plus HST.

CARRIED

ADJOURNMENT

MOVED Director Westbroek, SECONDED Director Bartram, that the meeting terminate.

CARRIED

TIME: 8:15 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION