

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, OCTOBER 2, 2012 AT 7:00 PM IN THE  
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director W. Veenhof	Electoral Area H
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Alternate	
Director C. Burger	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director M. Lefebvre	City of Parksville
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Also in Attendance:

P. Thorkelsson	A/ Chief Administrative Officer
J. Harrison	Director of Corporate Services
M. Donnelly	A/Gen. Mgr., Regional & Community Utilities
Tom Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
Wendy Idema	Director of Finance
J. Hill	Mgr. Administrative Services
T. Nohr	Recording Secretary

## **CALL TO ORDER**

The Chairperson welcomed Alternate Director Burger to the meeting.

## **DELEGATIONS**

**Mike Nunn and Darren Oswald, re request to install a seasonal dock at 3030 Yellow Point Road, Electoral Area 'A'.**

Mr. Nunn requested approval to install a seasonal dock at 3030 Yellow Point Road. The Board advised Mr. Nunn that an application for rezoning is required.

**Joanne McLeod, RDN Agricultural Advisory Committee, re Agricultural Area Plan.**

Joanne McLeod and Colin Springford spoke in support of the "Growing Our Future Together, Regional District of Nanaimo, Agricultural Area Plan".

## **LATE DELEGATIONS**

**Laurie Gourlay, re Consultant's Report and RDN's jurisdiction over 'non-aeronautical lands' of the Nanaimo Airport.**

MOVED Director Young, SECONDED Director Bestwick, that Laurie Gourlay be permitted to address the Board.

CARRIED

Mr. Gourlay spoke in opposition to the June, 2012 Consultant's report "Nanaimo Airport Land Use".

## **BOARD MINUTES**

MOVED Director Johnstone, SECONDED Director Brennan, that the Minutes of the regular Board meeting held August 28, 2012, be adopted.

CARRIED

## **UNFINISHED BUSINESS**

### **BYLAW ADOPTION**

**Amendment Bylaw No. 500.378 – Zoning Amendment Application No. PL2012-014 – Carey Development Ltd – Lot A, District Lot 76, Newcastle District, Plan VIP74503, Electoral Area 'G'**

MOVED Director Holme, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.378, 2012" be adopted.

CARRIED

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

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

**Minutes of the Electoral Area Planning Committee held Tuesday, September 11, 2012.**

MOVED Director Holme, SECONDED Director McPherson, that the Minutes of the Electoral Area Planning Committee meeting held Tuesday, September 11, 2012 be received for information.

CARRIED

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. PL2012-066 – Ron Ashmore – 302 Waters Road, Electoral Area 'G'.**

MOVED Director Holme, SECONDED Director Veenhof, that Development Permit Application No. PL2012-066 to permit the construction of a detached garage be approved subject to the conditions outlined in Schedules 1 to 3.

CARRIED

**Development Permit Application No. PL2012-008 – 3301 Andres Road - Electoral Area 'C'.**

MOVED Director Young, SECONDED Director Fell, that Development Permit Application No. PL2012-008 for property addressed as 3301 Andres Road in Electoral Area 'C', be approved subject to the conditions outlined in Schedule 1.

CARRIED

**Development Permit Application No. PL2011-104 – 0763634 BC Ltd. – Lot A, Section 13, Range 7, Cranberry District, Plan VIP83828 – Harold Road and Schoolhouse Road – Electoral Area 'A'.**

MOVED Director McPherson, SECONDED Director Holme, that Development Permit Application No. PL2011-104 to permit construction of covered storage units for recreational vehicles and boats be approved subject to the conditions outlined in Schedule 1.

CARRIED

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

**Development Variance Permit Application No. PL2012-098 – Kevin & Wendy May – Electoral Area 'G'.**

MOVED Director Holme, SECONDED Director Young, that Development Variance Permit Application No. PL2012-098 be referred back to staff.

CARRIED

**Development Variance Permit Application No. PL2012-112 – Van Dyk – 1820 Settler Road – Electoral Area ‘F’.**

MOVED Director Fell, SECONDED Director Veenhof, that Development Variance Permit No. PL2012-112 be approved subject to the conditions outlined in Schedule 1.

CARRIED

**Development Variance Permit Application No. PL2012-090 – Barrie Cook – 2182 Yellow Point Road – Electoral Area ‘A’.**

MOVED Director McPherson, SECONDED Director Fell, that Development Variance Permit Application No. PL2012-090 be approved subject to the conditions outlined in Schedule 1.

CARRIED

**OTHER**

**Amendment Bylaw No. 500.372 – Zoning Amendment Application No. PL2011-070 – 639582 BC Ltd. Lot A, District Lot 28, Nanoose District, Plan VIP60624 – 1395 Island Highway West – Electoral Area ‘G’.**

MOVED Director Holme, SECONDED Director McPherson, that Zoning Amendment Application No. PL2011-070 to amend the existing Commercial 3 (CM3) zoning of the subject property to permit an additional FAR of 0.1 for “outdoor sales” use (within a building) only, up to a total maximum Floor Area Ratio (FAR) of 0.2 for the property, be approved subject to the conditions outlined in Schedule 1.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.372, 2012” be introduced and read two times.

CARRIED

MOVED Director Holme, SECONDED Director McPherson, that the public hearing on “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.372, 2012” be delegated to Director Stanhope or another Area Director.

CARRIED

**Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement PL2012-081 – 2956 and 2962 Ridgeway Road – Electoral Area ‘C’.**

MOVED Director Young, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirement for proposed lot A in conjunction with a subdivision application, be approved.

CARRIED

**Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement PL2012 – 048 - Deas – 2900 Leon Road – Electoral Area ‘H’.**

MOVED Director Veenhof, SECONDED Director Holme, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 4 to 7, inclusive, be approved.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

**Minutes of the Committee of the Whole meeting held Tuesday, September 11, 2012.**

MOVED Director Anderson, SECONDED Director Kipp, that the minutes of the Committee of the Whole meeting held Tuesday, September 11, 2012 be received for information.

CARRIED

**FINANCIAL SERVICES**

**Proposed Schedule to Adopt the 2013 to 2017 Financial Plan.**

MOVED Director Holme, SECONDED Director Houle, that the following schedule for the review and adoption of the 2013 to 2017 financial plan be approved:

November 20, 2012	Information seminar to Board for 2013 preliminary budget.
November 27, 2012	Presentation of 2013 preliminary budget at Board meeting.
January 29, 2013	2013 to 2017 financial plan presentation at Special Committee of the Whole.
February 18, 2013	Publication of budget edition of Regional Perspectives.
March 12, 2013	Introduce bylaw to adopt 2013 to 2017 financial plan.
March 26, 2013	Adopt financial plan bylaw.

CARRIED

**REGIONAL AND COMMUNITY UTILITIES**

**WASTE WATER SERVICES**

**Bylaw No. 1004.06 – A bylaw to amend the boundaries of the Duke Point Sewer Service to include the property at 500 Duke Point Highway (within the City of Nanaimo).**

MOVED Director Brennan, SECONDED Director Anderson, that “Duke Point Sewer Service Amendment Bylaw No. 1004.06, 2012” be introduced and read three times.

CARRIED

**Greater Nanaimo Pollution Control Centre Sedimentation Tank 4 Project Construction Award.**

MOVED Director Greves, SECONDED Director Houle, that the Board award the construction contract for the new Primary Sedimentation Tank 4 at the Greater Nanaimo Pollution Control Centre to Palladian Developments Inc. for a value of \$2,205,744.50.

CARRIED

MOVED Director Anderson, SECONDED Director Houle, that the Board award the engineering services during the construction of Primary Sedimentation Tank 4 and the SCADA programming services to AECOM for a total value of \$198,000.

CARRIED

MOVED Director Brennan, SECONDED Director Johnson, that the funds from the Southern Community Development Cost Charge Reserve Fund be used for the Greater Nanaimo Pollution Control Centre Primary Sedimentation Tank 4 Project.

CARRIED

***STRATEGIC AND COMMUNITY DEVELOPMENT***

**LONG RANGE PLANNING**

**Nanaimo Airport Land Use Process.**

MOVED Director McPherson, SECONDED Director Brennan, that the final report from City Spaces Consulting on phase one of the Nanaimo Airport Land Use Process be received.

CARRIED

MOVED Director McPherson, SECONDED Director Fell, that in accordance with standard practice and process in respect of community planning for Electoral Areas that staff be directed to enter into discussions with the Nanaimo Airport Commission with the aim of reaching agreement on future land use and protection of the Cassidy aquifers in the form of a Draft Memorandum of Understanding as a proposed amendment to the Area 'A' Official Community Plan with input from and review by the Area 'A' OCP Citizens Advisory Group for subsequent approval by the Electoral Area Planning Committee.

CARRIED

A recorded vote was requested

The motion was CARRIED with Directors Stanhope, Fell, Holme, McPherson, Veenhof, and Young voting in the affirmative. No negative votes were cast.

***CURRENT PLANNING***

**Agriculture Area Plan – Completion of Final Draft.**

MOVED Director Johnstone, SECONDED Director Fell, that the "Growing Our Future Together – Regional District of Nanaimo Agriculture Area Plan" (AAP) dated August 2012 be referred to the October 9th, 2012 Committee of the Whole meeting.

CARRIED

**Proposed Amendments to “Regional District of Nanaimo Planning Services Fees and Charges Bylaw No. 1259, 2002.**

MOVED Director Holme, SECONDED Director Willie, that “Regional District of Nanaimo Planning Services Fees and Charges Amendment Bylaw No. 1259.09, 2012” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Veenhof, that application fees in the amount of \$36,875 for the Lakes District and \$4,000 for Schooner Cove amendment applications (No. PL2012-097 and No. PL2012-097) be refunded to Bentall Kennedy (Canada) LP should “Regional District of Nanaimo Planning Services Fees and Charges Amendment Bylaw No. 1259.09, 2012” be adopted.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Wendy Pratt, Nanaimo Community Hospice, re Proposed Hospice Expansion.**

MOVED Director Brennan, SECONDED Director Young, that the request for financial assistance from the Nanaimo Community Hospice be forwarded for consideration to the 2013 financial budget

CARRIED

**COMMISSIONS**

**Electoral Area ‘A’ Parks, Recreation, and Culture Commission.**

MOVED Director McPherson, SECONDED Director Kipp, that the minutes of the Electoral Area ‘A’ Parks, Recreation and Culture Commission meeting held Wednesday, September 19, 2012 be received for information.

CARRIED

MOVED Director McPherson, SECONDED Director Young, that the staff be directed to meet with Cedar School and Community Enhancement Society to discuss possible amendments to their current License of Use Agreement for the Cedar Heritage Centre and report back on proposed amendments for Commission and Board review and consideration.

CARRIED

**SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEES**

**Electoral Area ‘B’ Parks and Open Spaces Advisory Committee.**

MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Electoral Area ‘B’ Parks and Open Spaces Advisory Committee meeting held Tuesday, May 29, 2012 be received for information.

CARRIED

## **ADMINISTRATOR'S REPORTS**

### **Local and Long Distance Calling Services Contract.**

MOVED Director Johnstone, SECONDED Director Brennan, that the Board award the contract for Local and Long Distance Services to Telus for a period of five years for \$289,440.

CARRIED

### **Wide Area Network Internet Services Contract.**

MOVED Director Veenhof, SECONDED Director Houle, that the Board award the contract for the provision of Wide Area Network and Internet services to Telus for a period of five years commencing immediately at a total cost of \$355,440.

CARRIED

### **Wireless Devices Services Contract.**

MOVED Director Brennan, SECONDED Director Ruttan, that the Board award the contract for the provision of wireless devices and services to Telus for a period of three years at an approximate total cost of \$207,600.

CARRIED

### **French Creek Pollution Control Centre Outfall Diffuser Replacement Tender Award.**

MOVED Director Houle, SECONDED Director Burger, that the Board award the French Creek Pollution Control Centre Outfall Diffuser Replacement Project to Can-Dive Construction Ltd. for the tendered price of \$540,300.

CARRIED

### **Liquor License Amendment Application No. PL2012-103 – BCIMC Realty Corp. – 3730 Fairwinds Drive, Electoral Area 'E'.**

MOVED Director Holme, SECONDED Director Bestwick, that the Board consider any written submissions or comments from the public.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that the Board adopt the resolution attached to this report as Schedule 1.

CARRIED



**NEW BUSINESS**

**Draft Letter of Understanding and Protocol Agreement between the Gabriola Island Local Trust Committee and the Regional District of Nanaimo.**

MOVED Director Houle, SECONDED Director Young, that staff review the draft letter of understanding and the draft protocol agreement dated June, 2006 between the Gabriola Island Local Trust committee and the Regional District of Nanaimo and report back to the Board.

CARRIED

**Web - Based Video Streaming of RDN Board Meetings.**

MOVED Director Veenhof, SECONDED Director Young, that staff be directed to investigate the costs associated with the implementation of web - based video streaming of RDN Board meeting and report back to the Board as part of the 2013 budget discussions.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Johnstone, that pursuant to Sections 90(1)(a),(c), (e), and (f) of the Community Charter, the Board proceed to an In Camera meeting to consider Board nominations, as well as labour, land, and legal issues.

CARRIED

TIME: 8:23 PM

**RISE AND REPORT**

**Construction at 3677 Nautilus Road.**

MOVED Director Holme, SECONDED Director Veenhof, that no further enforcement action be undertaken by staff regarding the construction at 3677 Nautilus Road.

CARRIED

TIME: 9:11 PM

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CHAIRPERSON

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CORPORATE OFFICER