

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, JANUARY 8, 2013 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
Alternate	
Director B. McKay	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director B. Bestwick	City of Nanaimo
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Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
T. Osborne	Gen. Mgr. Recreation & Parks
S. Depol	A/ Gen. Mgr. Regional & Community Utilities
C. McIvor	A/ Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
T. Nohr	Recording Secretary

## **CALL TO ORDER**

The Chairperson called the meeting to order and welcomed Alternate Director McKay.

## **DELEGATIONS**

**Fraser Wilson, Nanaimo & Area Land Trust, re 2012 NALT activities and to request renewal of annual grant from the RDN to NALT.**

Mr. Wilson provided a verbal presentation regarding Nanaimo Area Land Trust's request to reinstate a former Regional District of Nanaimo annual grant.

**Julie Keenan and Dr. Nicole Vaugeois, Vancouver Island University, re Funding request in support of Regional Innovation Chair in Tourism & Sustainable Rural Development.**

Delegation did not present.

## **LATE DELEGATIONS**

**Gordon McCracken and Troy Bater, Errington Volunteer Fire Department, re 2013 Budget Request.**

Delegation did not present.

## **COMMITTEE OF THE WHOLE MINUTES**

MOVED Director Anderson, SECONDED Director Holme, that the Minutes of the Committee of the Whole meeting held Tuesday, November 13, 2012, be adopted.

CARRIED

## **COMMUNICATION/CORRESPONDENCE**

**Rosemary Bonanno, Vancouver Island Regional Library, re Appointment to the 2013 Vancouver Island Regional Library Board.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from R. Bonanno, Vancouver Island Regional Library regarding appointments to the 2013 Vancouver Island Regional Library Board be received.

CARRIED

**Amanda Weeks, City of Parksville, re 2013 Council Voting Representative Arrowsmith Water Service Management Board.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from A. Weeks, City of Parksville regarding the 2013 Council Voting Representative for Arrowsmith Water Service Management Board be received.

CARRIED

**Amanda Weeks, City of Parksville, re 2013 Council Voting Representative Englishman River Water Service Management Board.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from A. Weeks, City of Parksville regarding the 2013 Council Voting Representative for Englishman River Water Service Management Board be received.

CARRIED

**Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Certificate.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from M. Brown, Town of Qualicum Beach regarding Qualicum Beach Airport Certificate be received.

CARRIED

**Lynn Burrows, Vancouver Island Photo Art, re RDN funding for Nanaimo and Area Land Trust.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from L. Burrows, Vancouver Island Photo Art regarding Nanaimo and Area Land Trust's funding request be received.

CARRIED

**Sara Norman and Wendy Taylor, British Columbia Agritourism Alliance, re feedback for improved highway signage program for agritourism in BC.**

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from S. Norman and W. Taylor, British Columbia Agritourism Alliance regarding feedback for improved highway signage program for agritourism in BC be received.

CARRIED

**REPORTS**

**Corporate Services**

**Vancouver Island Regional Library - Borrowing Alternative Approval Process.**

MOVED Director Holme, SECONDED Director Ruttan, that "Regional Library Capital Financing Service Loan Authorization Bylaw No. 1673, 2013" be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board direct staff to proceed with an Alternative Approval Process for elector approval in the entire service area (the entire Regional District of Nanaimo) for “Regional Library Capital Financing Service Loan Authorization Bylaw No. 1673, 2013” and an Indebtedness Agreement related to this funding.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that “Regional Library Capital Financing Service Security Issuing Bylaw No. 1674, 2013” be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that “Regional Library Capital Financing Service Interim Financing Bylaw No. 1675, 2013” be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board establish 4:30 p.m. on Tuesday, April 9, 2013 as the deadline for receiving elector responses for the Alternative Approval Process.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board approve the Elector Response Form as attached.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board determine the number of electors to which the approval process applies (the whole of the Regional District of Nanaimo) to be 112,533.

CARRIED

## **Financial Services**

### **Bylaw No. 1672 – A Bylaw to authorize the preparation of 2013 Parcel Tax Rolls.**

MOVED Director Brennan, SECONDED Director Anderson, that the “2013 Parcel Tax Assessment Roll Bylaw No. 1672, 2013” Be introduced and read three times.

CARRIED

MOVED Director Brennan, SECONDED Director Anderson, that the “2013 Parcel Tax Assessment Roll Bylaw No. 1672, 2013” be adopted.

CARRIED

MOVED Director Brennan, SECONDED Director Anderson, that the Board appoint the Chairperson, the Manager, Administrative Services and the Director of Finance to preside as the 2013 parcel tax review panel.

CARRIED

## **Strategic and Community Development**

**Agreement between the City of Nanaimo and the Regional District of Nanaimo for Use of Nanaimo Animal Shelter Facilities.**

MOVED Director Johnstone, SECONDED Director Veenhof, that the agreement between the City of Nanaimo and the Regional District of Nanaimo for use of the animal shelter at 1260 Nanaimo Lakes Road for the administration of animal control services be approved for a two year period ending December 31, 2014.

CARRIED

**Regional District Agricultural Advisory Committee (Revised Terms of Reference).**

MOVED Director Johnstone, SECONDED Director Ruttan, that the Board approve the amended Agricultural Advisory Committee Terms of Reference attached as Attachment 1.

CARRIED

**Transportation and Solid Waste**

**Bylaw 1591.03 – Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw.**

MOVED Director Holme, SECONDED Director Veenhof, that “Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.03, 2013” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Veenhof, that “Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.03, 2013” be adopted.

CARRIED

**Preliminary Transit Discussions with Snaw-Naw-As (Nanoose First Nation).**

MOVED Director Brennan, SECONDED Director Ruttan, to receive the report on preliminary transit discussions with Snaw-Naw-As (Nanoose First Nation).

CARRIED

**COMMISSIONS, ADVISORY & SELECT COMMITTEES**

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

MOVED Director Holme, SECONDED Director Fell, that the Minutes of the Electoral Area ‘E’ Parks and Open Spaces Advisory Committee meeting held Monday, November 5, 2012 be received for information.

CARRIED

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

MOVED Director McPherson, SECONDED Director Fell, that the Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, November 21, 2012 be received for information.

CARRIED

MOVED Director McPherson, SECONDED Director Young, that an Electoral Area 'A' Grant-In-Aid be provided to St. Philip Anglican Church of Canada for a total of \$1,500 to purchase lightweight tables.

CARRIED

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

MOVED Director Young, SECONDED Director Johnstone, that the Minutes of the East Wellington and Pleasant Valley Parks and Open Spaces Advisory Committee meeting held Monday, November 26, 2012 be received for information.

CARRIED

**Regional Parks and Trails Select Committee.**

MOVED Director Lefebvre, SECONDED Director Brennan, that the Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, December 4, 2012 be received for information.

CARRIED

MOVED Director Brennan, SECONDED Director Lefebvre, that the engineering costs required for detailing the boardwalk plan for Ministry of Environment approval be deferred to the 2013 budget.

CARRIED

MOVED Director Fell, SECONDED Director Brennan, that the Little Qualicum River Regional Park Management Plan be approved.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that the Moorecroft Regional Park Management Plan be approved.

CARRIED

**Electoral Area 'G' Parks and Open Spaces Advisory Committee.**

MOVED Director Holme, SECONDED by Director Brennan, that the Minutes of the Electoral Area 'G' Parks and Open Spaces Advisory Committee meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that staff continue to monitor the health of the five

co-dominant cottonwood trees at Boulton Community Park and that staff make the residents around Boulton Park aware of the Tree Management Policy C1.1.

CARRIED

**Arrowsmith Water Service Management Board.**

MOVED Director Lefebvre, SECONDED Director Willie, that the Minutes of the Arrowsmith Water Service Management Board meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the Arrowsmith Water Service 2013 Provisional Budget and the 2013-2017 Financial Plan as shown on Table 1, dated December 4, 2012, be adopted.

CARRIED

**Englishman River Water Service Management Board.**

MOVED Director Lefebvre, SECONDED Director Willie, that the Minutes of the Englishman River Water Service Management Board meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the Englishman River Water Service 2013 Provisional Budget and the 2013-2017 Financial Plan as shown on Table 1, dated December 5, 2012, be adopted.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Nanaimo & Area Land Trust, re 2012 NALT activities and to request renewal of annual grant from the RDN to NALT.**

MOVED Director Kipp, SECONDED Director Young, that Nanaimo Area Land Trust's request for a \$30,000 annual grant be referred to budget discussions.

CARRIED

**BOARD INFORMATION**

The January 8, 2013 Board Information was received.

**IN CAMERA**

MOVED Director Holme, SECONDED Director Young, that pursuant to Section 90(1)(f), (e), and (j) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to law enforcement, land acquisition, and third-party information.

CARRIED

TIME: 7:56 p.m.

**ADJOURNMENT**

The meeting was called adjourned at 8:15 p.m.

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CHAIRPERSON

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CORPORATE OFFICER