

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, MARCH 11, 2014 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 B. Veenhof	Electoral Area H
Director J. de Jong	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
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
R. Alexander	Gen. Mgr. Regional & Community Utilities
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

## **CALL TO ORDER**

The Chairperson called the meeting to order.

## **DELEGATIONS**

### **Ken Gurr, re Additional Usage of the Descanso Bay Wharf on Gabriola.**

Ken Gurr provided a slide presentation including a brief history of the Descanso Bay Wharf in addition to the request to create a more efficient use of the wharf by licensed, approved water taxi service providers.

### **Dave Witty, re South Downtown Waterfront Initiative Committee, re South Downtown Waterfront Initiative.**

Dave Witty provided a slide presentation summarizing the major activities accomplished to-date and asked the Board to work with the City of Nanaimo and explore how to expand the transit hub.

### **Malcolm D. Cox, Oceanside Homelessness Task Force, re Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund.**

Malcolm D. Cox provided a verbal presentation on homelessness in Oceanside and asked the Board to provide funding to support the work of a Homelessness Coordinator for the Oceanside Task Force on Homelessness.

## **COMMITTEE OF THE WHOLE MINUTES**

### **Minutes of the regular Committee of the Whole meeting held Tuesday, February 11, 2014.**

MOVED Director Veenhof, SECONDED Director Anderson, that the minutes of the regular Committee of the Whole meeting held Tuesday, February 11, 2014, be adopted.

CARRIED

## **COMMUNICATION/CORRESPONDENCE**

### **Ross Peterson, re Board Discussion of Delegation Requests.**

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Ross Peterson regarding Board discussion of delegation requests, be received.

CARRIED

### **Mayor Teunis Westbroek, Town of Qualicum Beach, re Oceanside Task Force on Homelessness Letter of Support.**

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Mayor Teunis Westbroek, Town of Qualicum Beach, regarding the Oceanside Task Force on Homelessness letter of support, be received.

CARRIED

### **Correspondence – February-March, 2014 re Proposed Waste-to-Energy Facility.**

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from February - March, 2014 regarding the proposed Waste-to-Energy facility, be received.

CARRIED

**Coralee Oakes, Ministry of Community, Sport and Cultural Development re Electoral Area 'A' Restructure Study Funding Request.**

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Coralee Oakes, Ministry of Community, Sport and Cultural Development regarding Electoral Area 'A' Restructure Study funding request, be received.

CARRIED

**Scott Tanner, District 69 Recreation Commission re District 69 Arena / Parksville Curling Club Permissive Tax Exemption.**

MOVED Director Brennan, SECONDED Director Holme, that the correspondence from Scott Tanner, District 69 Recreation Commission regarding District 69 Arena / Parksville Curling Club Permissive Tax Exemption, be received.

CARRIED

**FINANCE**

**Extension of Agreement for Property Insurance Brokerage Services.**

MOVED Director Brennan, SECONDED Director Houle, that the Board direct staff to extend the AON Reed Stenhouse contract for property insurance brokerage services on a year by year basis for one year.

CARRIED

**Extension of Banking Services Contract.**

MOVED Director Johnstone, SECONDED Director Ruttan, that the Board direct staff to extend the TD Canada Trust contract for general banking services for five years and that the services be tendered in 2018 for a tender award to start as of March 1, 2019.

CARRIED

**Preliminary Operating Results for the Period Ending December 31, 2013.**

MOVED Director Holme, SECONDED Director Brennan, that the summary report of financial results for Regional District of Nanaimo operations to December 31, 2013, be received for information.

CARRIED

**Bylaw No. 1698 – 2014 to 2018 Financial Plan.**

MOVED Director Lefebvre, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be introduced and read three times.

CARRIED

MOVED Director Lefebvre, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2014 to 2018 Bylaw No. 1698, 2014" be adopted.

CARRIED

**Approval for Gas Operating Permit Bond.**

MOVED Director Brennan, SECONDED Director Johnstone, that the Board authorize staff to obtain a \$10,000 bond in the name of the BC Safety Authority for the purpose of operating the Compressed Natural Gas buses.

CARRIED

**CORPORATE SERVICES**

***ADMINISTRATION***

**Board Remuneration Review Committee.**

MOVED Director Lefebvre, SECONDED Director Veenhof, to amend the terms of reference by removing the words 'three year' in reference to the election term or period, and establish a Board Remuneration Review Committee in accordance with the terms of reference as amended.

CARRIED

MOVED Director Lefebvre, SECONDED Director Veenhof, that Board members submit names of individuals who have experience as a public official for consideration by the Board for appointment to the Board Remuneration Review Committee at the April 22, 2014 Board meeting.

CARRIED

***INFORMATION TECHNOLOGY***

**Board and Committee Room Audio / Visual Systems.**

MOVED Director Brennan, SECONDED Director Willie, that the Board approve the selection of Pacific Audio Works as the preferred vendor and to implement the proposed audio / visual system solution for the Board and Committee rooms for the 2014 budget year at a cost of \$73,812.48.

DEFEATED

**STRATEGIC AND COMMUNITY DEVELOPMENT**

***LONG RANGE PLANNING***

**Secondary Suites Information Sessions Summary, Bylaw No. 500.389, and Revised Secondary Suites Policy.**

MOVED Director Holme, SECONDED Director Fell, that the summary of the secondary suites information session held February 26, 2014, included as Attachment 3, be received.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that 2nd reading be given to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.389, 2014", as amended.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the proposed Secondary Suites Policy, included as Attachment 2, be approved as amended and that it be scheduled to come into effect following the adoption of proposed amendments Bylaw 500.389 and 1285.19.

CARRIED

**Proposed Amendment to Fees Bylaw No. 1259.**

MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Bylaw No. 1259.10, 2014", be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Holme, that "Regional District of Nanaimo Bylaw No. 1259.10, 2014", be adopted.

CARRIED

**Oceanside Task Force on Homelessness Funding Request – Capacity Building to End Homelessness Reserve Fund.**

MOVED Director Willie, SECONDED Director Veenhof, that the Regional District of Nanaimo Board allocate \$58,000 from the Reserve Fund to the Oceanside Task Force on Homelessness (under the auspices of the Society of Organized Services) to support the work of a Homelessness Coordinator for School District 69 for another year.

CARRIED

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

***Transit Select Committee***

**Minutes of the Transit Select Committee meeting held Thursday, February 20, 2014.**

MOVED Director Brennan, SECONDED Director Young, that the minutes of the Transit Select Committee meeting held Thursday, February 20, 2014, be received for information.

CARRIED

**RDN Future Plan.**

MOVED Director Veenhof, SECONDED Director Brennan, that the Board approve the Regional District of Nanaimo Transit Future Plan with amended wording to reflect that service options for Electoral Area 'H' from the Comox Valley Regional District will be explored with BC Transit.

CARRIED

**Parksville and Qualicum Beach Transit Service Review.**

MOVED Director Lefebvre, SECONDED Director Anderson, that the report be received for information.

CARRIED

***District 69 Recreation Commission***

**Minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014.**

MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held Thursday, February 20, 2014, be received for information.

CARRIED

**Grants.**

MOVED Director Holme, SECONDED Director Ruttan, that the following District 69 Youth Recreation Grant applications be approved:

Arrowsmith Community Recreation Association (formerly ACES)- youth programs	\$1,000
Ballenas Secondary School - Dry Grad	\$1,200
Ballenas Secondary School - BC High School Curling Championships	\$ 500
Kwalikum Secondary School - Dry Grad	\$1,200
Parksville Volleyball Club - uniforms and equipment	\$1,250
Oceanside Minor Baseball - portable fencing	\$1,000
Ravensong Waterdancers - pool rental	\$1,000

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the following District 69 Community Recreation Grant applications be approved:

Bowser Elementary School - subsidy for low-income families for outdoor camp	\$1,000
Errington Coop Preschool - equipment	\$1,000
Oceanside Kidfest Society - event costs	\$2,500
Oceanside Building Learning Together Society - arena admissions	\$ 242
Town of Qualicum Beach - Select Committee on Beach Day Celebrations	\$1,500

CARRIED

**Rubberized Track at Ballenas Secondary Report.**

MOVED Director Veenhof, SECONDED Director Houle, that School District 69 and representatives from the Oceanside Track and Field Club be approached for formal support in working with the Regional District of Nanaimo in the design of a rubberized 3 lane 400 metre, 6 lane 100 metre sprint zone track surface that would replace the existing track surface at Ballenas Secondary School.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that cost of the design be funded from the Northern Community Recreation Service Reserve Fund.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Regional District, School District 69 and Oceanside Track and Field Club prepare a Maintenance and Capital Plan Agreement for the proposed rubberized track surface at Ballenas Secondary School.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the design work be used in the pursuit of any future grant funding that may be available to install a rubberized track surface at Ballenas Secondary School.

CARRIED

**City of Parkville Permissive Tax Exemption – Parkville Curling Club.**

MOVED Director Lefebvre, SECONDED Director Anderson, that staff prepare a report on the impacts the Parkville Curling Club and the District 69 Arena facility is facing with the reduction and removal of the Permissive Tax Exemption by the City of Parkville for the leased parklands and to provide options that will ensure the club and the regional district facility can be sustained in the long term.

CARRIED

MOVED Director Lefebvre, SECONDED Director Anderson, that the District 69 Recreation Commission Chairperson send a letter to the City of Parkville with a copy to BC Assessment requesting the reconsideration of the reduction and elimination of the Permissive Tax Exemption for the Parkville Curling Club / District 69 Arena leased lands at the Parkville Community Park and for staff to work with the Parkville Curling Club on the verification of the current property and land assessment with BC Assessment.

CARRIED

***Regional Parks and Trails Select Committee***

**Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014.**

MOVED Director Veenhof, SECONDED Director Houle, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, March 4, 2014, be received for information.

CARRIED

**Friends of Morden Mine Society – Funding Request.**

MOVED Director Brennan, SECONDED Director Young, that the Board approve funding to the Friends of Morden Mine Society of up to \$15,000 towards the engineering study of the Morden Colliery Tipple subject to funding being provided by other partners in the project.

CARRIED

**Islands Trust Rezoning Bylaw Referral Report.**

MOVED Director Houle, SECONDED Director Fell, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to include a new permitted use to specifically allow special events in all park zones.

CARRIED

MOVED Director Houle, SECONDED Director Fell, that the Regional District Board recommends to the Islands Trust that Bylaw No. 272 be amended to provide Active Recreation Community Park (P3) zoning for Paisley Place Community Park.

CARRIED

**IN CAMERA**

MOVED Director Holme, SECONDED Director Brennan, that pursuant to Sections 90 (1)(e) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to land acquisition.

CARRIED

TIME: 9:24 PM

**ADJOURNMENT**

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

CARRIED

TIME: 9:35 PM

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CHAIRPERSON

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CORPORATE OFFICER