

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MAY 26, 2015 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:

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

CALL TO ORDER

The Chairperson called the meeting to order and acknowledged the Coast Salish Nations whose traditional territory the meeting takes place.

DELEGATIONS

Chris Vrabel, City of Campbell River Fire Department, re North Island 9-1-1 Corporation.

Chris Vrabel provided a visual presentation along with a brief overview of the administration, duties and operation of the 911 Answering Service and Fire Dispatch Service for North Vancouver Island.

Ron Cantelon, Vancouver Island Economic Alliance, re Opportunity for RDN Membership in VIEA.

Ron Cantelon provided a brief overview of the Vancouver Island Economic Alliance and urged the Board to become a member.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, April 28, 2015.

- 15-379 MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the regular Board meeting held Tuesday, April 28, 2015, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Honourable John Duncan, Member of Parliament, re Canada 150 Fund.

- 15-380 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Honourable John Duncan, Member of Parliament, regarding the Canada 150 Fund be received.

CARRIED

Todd Stone, Minister of Transportation and Infrastructure, re Godfrey Road.

- 15-381 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Honourable Todd Stone, Minister of Transportation and Infrastructure, regarding Godfrey Road be received.

CARRIED

Danyta Welch, UBCM, re 2015 Asset Management Planning Program – Grant Approval and Terms and Conditions.

- 15-382 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Danyta Welch, Union of BC Municipalities, regarding the 2015 Asset Management Planning Program grant approval and terms and conditions be received.

CARRIED

Susan Boardman, re Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area 'H'.

- 15-383 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Susan Boardman regarding Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area 'H', be received.

CARRIED

Government of Canada, re Canada 150 Community Infrastructure Program.

- 15-384 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from the Government of Canada regarding the Canada 150 Community Infrastructure Program be received.

CARRIED

Kim Burden, Parksville & District Chamber of Commerce, re Proposed Business Walk Job Creation Project.

- 15-385 MOVED Director Haime, SECONDED Director Pratt, that the correspondence received from Kim Burden, Parksville & District Chamber of Commerce, regarding the Proposed Business Walk Job Creation Project be received.

CARRIED

UNFINISHED BUSINESS

BYLAW ADOPTION

Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw – Bylaw No. 1715.

- 15-386 MOVED Director Rogers, SECONDED Director Lefebvre, that “Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014” be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, May 12, 2015.

- 15-387 MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, May 12, 2015, be received for information.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATION

Development Variance Permit Application No. PL2015-050 – Electoral Area ‘E’.

- 15-388 MOVED Director Rogers, SECONDED Director Veenhof, that Development Variance Permit Application No. PL2015-050 to increase the maximum permitted height for a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 6.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATION

Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area ‘H’.

- 15-389 MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2015-028 to permit an addition and renovation to a dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

ZONING AMENDMENT

Bylaw and Policy Updates Project – Draft Agricultural Zoning and OCP Amendments.

- 15-390 MOVED Director Fell, SECONDED Director McPherson, that the modifications to the bylaws be reviewed by Electoral Area Directors at a special meeting before they are brought forward for public consultation.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, May 12, 2015.

- 15-391 MOVED Director Thorpe, SECONDED Director Veenhof, that the minutes of the Committee of the Whole meeting held Tuesday, May 12, 2015, be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Darren Hird, Rogers, re Update with Regard to Rogers Proposed Telecommunications Installation in Electoral Area 'C' (1957 Plecas Road).

- 15-392 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Darren Hird, Rogers, regarding an update with regard to Rogers proposed telecommunications installation at 1957 Plecas Road, Electoral Area 'C', be received.

CARRIED

Lavonne Garnet, re Rogers Telecommunications Proposed Cell Tower.

- 15-393 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Lavonne Garnet regarding the Rogers telecommunications proposed cell tower be received.

CARRIED

Todd Stone, Minister of Transportation and Infrastructure, re Transit Services.

- 15-394 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from the Honourable Todd Stone, Minister of Transportation and Infrastructure, regarding transit services be received.

CARRIED

Derek Sturko, Ministry of Agriculture, re Regulatory Amendments Affecting the Production of Medical Marijuana on Agriculture Land Reserve.

- 15-395 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Derek Sturko, Ministry of Agriculture, regarding regulatory amendments affecting the production of medical marijuana on Agriculture Land Reserve be received.

CARRIED

FINANCE

2014 Financial Statements and Audit Findings Report.

- 15-396 MOVED Director Veenhof, SECONDED Director Westbroek, that the Audit Findings Report and the financial statements of the Regional District of Nanaimo for the year ended December 31, 2014, be received.

CARRIED

- 15-397 MOVED Director Veenhof, SECONDED Director Westbroek, that the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2014, be approved as presented.

CARRIED

UBCM/First Nations Tax Commission Report on First Nation Property Tax, Services, and Economic Development in British Columbia.

- 15-398 MOVED Director Houle, SECONDED Director Veenhof, that the report be received for information and that the suggestions included in the First Nation Property Tax, Services and Economic Development in British Columbia report released by the Union of BC Municipalities and the First Nations Tax Commission be supported in principle.

CARRIED

Automatic Response Agreement for Fire Services in District 68 Departments.

- 15-399 MOVED Director McPherson, SECONDED Director Young, that the Automatic Response Agreement between the North Cedar Improvement District, the Cranberry Fire Protection District and the Regional District of Nanaimo for coverage in the Cassidy-Waterloo, North Cedar Improvement District and Cranberry Fire Protection areas be approved, and that the Board Chair and Corporate Officer be authorized to sign the Automatic Response Agreement on behalf of the Regional District of Nanaimo.

CARRIED

CORPORATE SERVICES

ADMINISTRATION

Alternative Approval Process to Establish a Taxi Saver Service on Gabriola Island.

- 15-400 MOVED Director Houle, SECONDED Director Veenhof, that "Gabriola Island Taxi Saver Service Establishment Bylaw No. 1725, 2015" be introduced and read three times.

CARRIED

- 15-401 MOVED Director Houle, SECONDED Director Thorpe, that the Board establish 4:00 pm on Tuesday, September 8, 2015, as the deadline for receiving elector responses for the alternative approval process.

CARRIED

- 15-402 MOVED Director Houle, SECONDED Director Veenhof, that the Board approve the Elector Response Form as provided in Attachment 2.

CARRIED

- 15-403 MOVED Director Houle, SECONDED Director Thorpe, that the Board determine the total number of electors to which the approval process applies to be 3,361.

CARRIED

ADVISORY AND SELECT COMMITTEE, AND COMMISSION

East Wellington and Pleasant Valley Parks and Open Space Advisory Committee.

- 15-404 MOVED Director Young, SECONDED Director McPherson, that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, March 30, 2015, be received for information.

CARRIED

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

15-405 MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, April 15, 2015, be received for information.

CARRIED

Grant Approvals.

15-406 MOVED Director McPherson, SECONDED Director Young, that the following Electoral Area 'A' Recreation Grant-in-Aid Applications be approved:

Cedar Family of Community Schools	To purchase preschool equipment for a 5 week summer preschool camp at the Cedar Heritage Centre and for the preschool gymnastics program at Woodbank School. Items include 3 bikes and helmets and an Obstacle Course Kit.	\$678.00
1st Cedar Scouts	To purchase 15 pairs of snowshoes and 4 GPS equipment.	\$1500.00
Cedar 4-H Club	To purchase signage, copy paper, shavings (animal bedding), animal lease or purchase, animal feed, portable toilet, cell phone rental, rakes, forks, shovels, nails, paint, crayons, cleaners, hand washing supplies, buckets, and brooms.	\$1500.00

CARRIED

Emergency Management Select Committee.

Minutes of the Emergency Management Select Committee meeting held Wednesday, April 22, 2015.

15-407 MOVED Director Young, SECONDED Director Houle, that the minutes of the Emergency Management Select Committee meeting held Wednesday, April 22, 2015, be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Rogers Cell Tower, 1957 Plecas Road, Electoral Area 'C'.

15-408 MOVED Director Young, SECONDED Director McPherson, that staff be directed to inform Industry Canada, the proponent, Rogers Communications Inc., and their agent, Altus Corporation of the telecommunication tower proposed at 1957 Plecas Road, Nanaimo, BC, in Electoral Area 'C', that the Regional District of Nanaimo Board of Directors provide a Notice of non-concurrence to locate a cell tower at 1957 Plecas Road, Nanaimo, Electoral Area 'C'.

CARRIED

NEW BUSINESS

Volunteer Mileage Reimbursement Policy.

15-409 MOVED Director Veenhof, SECONDED Director Westbroek, that staff review the opportunity to include Emergency Social Services volunteers within the current policy that provides for the reimbursement of travel expenses for volunteers to Regional District of Nanaimo committees and bring the necessary policy changes forward, including financial implications, for consideration by the Board.

CARRIED

Director McKay left the meeting at 7:33 pm citing a possible conflict of interest with the next agenda item.

Island Corridor.

- 15-410 MOVED Director Fell, SECONDED Director Lefebvre, that the Board request the Minister of Transport to provide the Regional District of Nanaimo a copy of the reports of consultants on the effectiveness of the proposed provincial and federal government grants to the Island Corridor Foundation for E & N Railway repairs.

CARRIED

Director McKay returned to the meeting at 7:34 pm.

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Northern Community Economic Development Select Committee.

Minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, May 12, 2015.

- 15-411 MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, May 12, 2015, be received for information.

CARRIED

Northern Community Economic Development Program – Spring 2015 Proposals.

- 15-412 MOVED Director Westbroek, SECONDED Director Veenhof, that the Programming for Youth at Risk: BladeRunners – Construction Focus – Central Vancouver Island Job Opportunities Building Society be awarded full funding in the amount of \$10,000.

CARRIED

- 15-413 MOVED Director Westbroek, SECONDED Director Veenhof, that the Economic Impact of Summer Events – A Study – Qualicum Beach Chamber of Commerce be awarded full funding in the amount of \$6,371.51.

CARRIED

- 15-414 MOVED Director Westbroek, SECONDED Director Veenhof, that the Beehive Networking Event – Oceanside Women’s Business Network be awarded partial funding in the amount of \$2,000.

CARRIED

- 15-415 MOVED Director Westbroek, SECONDED Director Veenhof, that the Regional Business Walks – Parksville and District Chamber of Commerce be awarded partial funding in the amount of \$5,000, subject to partnership funding.

CARRIED

- 15-416 MOVED Director Westbroek, SECONDED Director Veenhof, that the Farmers Feed Families – Coombs Farmers’ Institute be awarded full funding in the amount of \$4,000.

CARRIED

- 15-417 MOVED Director Westbroek, SECONDED Director Veenhof, that the Qualicum Beach Airport Business Plan – Town of Qualicum Beach be awarded full funding in the amount of \$15,000.

CARRIED

REPORTS

Joyce Lockwood Community Park (Electoral Area B) Licence of Occupation Renewal.

- 15-418 MOVED Director Houle, SECONDED Director Young, that Licence of Occupation Agreement renewal with the Province of BC for Joyce Lockwood Community Park on Gabriola Island be approved.
CARRIED

RDN Asset Management Update.

- 15-419 MOVED Director Fell, SECONDED Director Lefebvre, that the Regional District of Nanaimo Asset Management Update report be received for information.
CARRIED

A Bylaw to Secure Long Term Debt for the Town of Qualicum Beach Fire Hall.

- 15-420 MOVED Director Westbroek, SECONDED Director Veenhof, that the Board consent to the borrowing of \$4,644,672 from the Municipal Finance Authority of British Columbia over a 10 year term for the purpose of funding the Town of Qualicum Beach's Fire Hall construction project.
CARRIED

- 15-421 MOVED Director Westbroek, SECONDED Director Thorpe, that "Regional District of Nanaimo Security Issuing (Town of Qualicum Beach) Bylaw No. 1729, 2015" be introduced and read three times.
CARRIED

- 15-422 MOVED Director Westbroek, SECONDED Director Veenhof, that "Regional District of Nanaimo Security Issuing (Town of Qualicum Beach) Bylaw No. 1729, 2015" be adopted.
CARRIED

OCP and Zoning Amendment Applications No. PL2014-095 & PL2014-098 – 2930 Trans Canada Highway, Electoral Area 'A' – Amendment Bylaws 1620.03 and 500.397 – Adoption.

- 15-423 MOVED Director McPherson, SECONDED Director Veenhof, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Amendment Bylaw No. 1620.03, 2015" be adopted.
CARRIED

- 15-424 MOVED Director McPherson, SECONDED Director Veenhof, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.397, 2015" be adopted.
CARRIED

Zoning Amendment Application No. PL2014-092 – Evergreen Way, Electoral Area 'F' – Amendment Bylaw 1285.24 – Adoption.

- 15-425 MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015" be adopted.
CARRIED

Zoning Amendment Application No. PL2014-087 – Horne Lake Road and Inland Island Highway, Electoral Area 'H' – Amendment Bylaw 500.398 – Third Reading.

- 15-426 MOVED Director Veenhof, SECONDED Director Young, that the report of the Public Hearing held on May 19, 2015, for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be received.
CARRIED

15-427 MOVED Director Veenhof, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be read a third time.

CARRIED

15-428 MOVED Director Veenhof, SECONDED Director Rogers, that third reading of "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be rescinded.

CARRIED

15-429 MOVED Director Veenhof, SECONDED Director Fell, that item 5 b) of the Conditions of Approval outlined on Attachment 2 be revised to read: \$5,000 towards improvements within Electoral area 'H' in the Horne Lake area prior to final approval of subdivision at the discretion of the Regional District of Nanaimo.

CARRIED

15-430 MOVED Director Veenhof, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.398, 2015" be read a third time.

CARRIED

2016-2019 RDN Board Strategic Planning Process.

15-431 MOVED Director Veenhof, SECONDED Director Lefebvre, that the Board receive for information the results from the survey of Directors regarding the Board Strategic Plan and the Regional District of Nanaimo strategic planning process as included in the Appendices to the staff report.

CARRIED

15-432 MOVED Director Veenhof, SECONDED Director Westbroek, that the Chief Administrative Officer be directed to engage a professional facilitator to work with the Board in finalizing the strategic planning process for the 2016-2019 Board Strategic Plan, and to prepare the planning sessions for the Fall of 2015.

CARRIED

15-433 MOVED Director Veenhof, SECONDED Director Lefebvre, that strategic planning processes established by the Regional District of Nanaimo Board generally follow the process outlined in the staff report including the "dual stream" approach to strategic planning for the Electoral Areas and the Board.

CARRIED

15-434 MOVED Director Veenhof, SECONDED Director Lefebvre, that as part of the Executive Committee's review of, and amendments to, the Regional District of Nanaimo Board Procedure Bylaw a reconsideration of the structure of the Electoral Area Planning Committee, as outlined in the report and refined during the strategic planning process, be undertaken for adoption by the Board.

CARRIED

15-435 MOVED Director Veenhof, SECONDED Director Lefebvre, that following the completion of the 2016-2019 Board Strategic Plan, staff be directed to develop a Strategic Planning Process Policy for consideration and adoption by the Board.

CARRIED

Director McKay left the meeting at 8:11 pm citing a possible conflict of interest with the next agenda item.

Information Report on the Annual General Meeting of the Island Corridor Foundation.

- 15-436 MOVED Director Westbroek, SECONDED Director Veenhof, that the Chair's information report on the Annual General Meeting of the Island Corridor Foundation, and the attached reference documents from the Foundation, be received for information.

CARRIED

Director McKay returned to the meeting at 8:25 pm.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Vancouver Island Economic Alliance.

- 15-437 MOVED Director Westbroek, SECONDED Director Veenhof, that the Regional District of Nanaimo become a member of the Vancouver Island Economic Alliance.

CARRIED

Canada 150 Community Infrastructure Program.

- 15-438 MOVED Director Houle, SECONDED Director Veenhof, that the Regional District of Nanaimo apply to the Canada 150 Community Infrastructure Program for park improvements and upgrades at Huxley Community Park and 50% of the project costs be funded from the Electoral Area 'B' Community Parks Budget in the amount of \$100,000.

CARRIED

NEW BUSINESS

Notice of Motion – Island Corridor Foundation.

Director Fell noted that the following motion will be brought forward for consideration at the June 9, 2015, Committee of the Whole Agenda:

That the Island Corridor Foundation be requested to provide to the Regional District of Nanaimo, the text of the pending agreement between the Island Corridor Foundation and Southern Railway of Vancouver Island so that the Regional District of Nanaimo may ensure that there are no unacceptable entanglements, conditions, commitments or liabilities that might descend to the Regional District of Nanaimo should the member-owners of the Island Corridor Foundation decide to change the structure, status or mission of the Island Corridor Foundation.

Notice of Motion – Management of Port Alberni Subdivision.

Director Fell noted that the following motion will be brought forward for consideration at the June 9, 2015, Committee of the Whole Agenda:

That the Regional District of Nanaimo notify the Alberni Pacific Railway and Island Corridor Foundation that Alberni Pacific Railway management of the corridor track within the Regional District of Nanaimo should be in accord with the community wishes and Official Community Plan of Electoral Area 'F' of the Regional District of Nanaimo. To this end the appointment by the Regional District of Nanaimo of representatives to participate in the management of the Port Alberni Subdivision would be an appropriate solution.

Notice of Motion – Electoral Area ‘B’ Transit Service.

Director Houle noted that the following motion will be brought forward for consideration at the June 9, 2015, Committee of the Whole Agenda:

That the Board direct staff to investigate options for transit service (outside of the Regional District of Nanaimo's and BC Transit's Annual Operating Agreement) to be implemented in Electoral Area ‘B’.

IN CAMERA

- 15-439 MOVED Director Lefebvre, SECONDED Director Westbroek, that pursuant to Sections 90(1) (a), (e), and (k) of the *Community Charter* the Board proceed to and In Camera Meeting for discussions related to Board appointments, the acquisition of land or improvements, and the proposed provision of municipal services.

CARRIED

TIME: 8:38 PM

RISE AND REPORT

North Cedar Improvement District – Gas Tax Funding – Capital Infrastructure Project Additional Reservoir Zone 1.

- 15-440 MOVED Director McPherson, SECONDED Director Young, that the correspondence received from Heather Sarchuk, North Cedar Improvement District, regarding Gas Tax funding for a capital infrastructure project for an additional reservoir for zone 1 be received.

CARRIED

Regional Solid Waste Advisory Committee.

- 15-441 MOVED Director McPherson, SECONDED Director Haime, that resignations from the Regional Solid Waste Advisory Committee by Jeremy Jones and Rod Mayo be received.

CARRIED

- 15-442 MOVED Director McKay, SECONDED Director Haime, that Derek Haarsma, Larissa Coser, Michael Tripp, and Stewart Young be appointed to the Regional Solid Waste Advisory Committee for terms ending upon completion of the Solid Waste Management Plan Review.

CARRIED

ADJOURNMENT

MOVED Director Lefebvre, SECONDED Director Westbroek, that this meeting be adjourned.

CARRIED

TIME: 9:08 PM

CHAIRPERSON

CORPORATE OFFICER