

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, APRIL 26, 2016 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director C. Haime	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 J. Stanhope	Electoral Area G
Alternate	
Director D. Brennan	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

Regrets:

Director W. Veenhof	Chairperson
Director B. McKay	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

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

The Chairperson welcomed Alternate Director Brennan to the meeting.

DELEGATIONS

Doreen Hampton, Rob Baker, re Open Burning Concerns in RDN (Electoral Area 'G).

Doreen Hampton and Rob Baker voiced their concerns regarding the impacts to health due to heavy smoke and ash in the air from open burning and asked the Board to consider changing the Regional District of Nanaimo open burning regulations to impose limitations on open burning.

Rachelle McElroy, Coastal Invasive Species Committee, re Knotweed and Giant Hogweed Public Education and Control Program.

Rachelle McElroy provided a presentation on the impacts invasive species have on ecosystems, infrastructure and private property and asked the Board for funding support in the range of \$7,000 to \$10,000 and to participate in the Regional Early Detection Rapid Response program.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, March 22, 2016.

- 16-236 MOVED Director Stanhope, SECONDED Director Thorpe, that the minutes of the Regular Board meeting held Tuesday, March 22, 2016, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for Translink, re Grant for Climate Change Infrastructure Vulnerability Study.

- 16-237 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Peter Fassbender, Minister of Community, Sport and Cultural Development and Minister Responsible for Translink, regarding the grant for the Climate Change Infrastructure Vulnerability Study be received.

CARRIED

Sandra Hobson, Access Oceanside Association, re Invitation to Sit on Access Oceanside Association.

- 16-238 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Sandra Hobson, Access Oceanside Association, regarding an Invitation to sit on the Access Oceanside Association be received.

CARRIED

Fay Weller, Gabriola Community Bus Foundation, re Infrastructure Grant Application for GERTIE.

- 16-239 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Fay Weller, Gabriola Community Bus Foundation, regarding an Infrastructure grant application for GERTIE be received.

CARRIED

Bill and Miriam Rose, re E&N Dayliner.

- 16-240 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Bill and Miriam Rose regarding the E&N Dayliner be received.

CARRIED

Robin N. Lamprecht, Elizabeth C. Lamprecht, re Development Variance Permit Application No. PL2016-025 – 1380 Reef Road – Electoral Area 'E'.

- 16-241 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Robin Lamprecht and Elizabeth Lamprecht regarding Development Variance Permit Application No. PL2016-025 – 1380 Reef Road in Electoral Area 'E', be received.

CARRIED

Mark Voyce, Chesapeake Shores SI Productions Inc., re Proposed Filming in Electoral Area 'E'.

- 16-242 MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Mark Voyce, Chesapeake Shores SI Productions Inc., regarding proposed filming in Electoral Area 'E', be received.

CARRIED

UNFINISHED BUSINESS

2016 Service Area Tax Requisition Amendment Bylaw.

- 16-243 MOVED Director Lefebvre, SECONDED Director Hong, that "Crime Prevention and Community Justice Support Service Amendment Bylaw No. 1479.02, 2016" be adopted.

CARRIED

Bylaw No. 1655.04 – Water User Rate Amendments 2016.

- 16-244 MOVED Director Stanhope, SECONDED Director Rogers, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.04, 2016" be adopted.

CARRIED

Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016.

- 16-245 MOVED Director Lefebvre, SECONDED Director Rogers, that "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016" be adopted.

DEFEATED

- 16-246 MOVED Director Stanhope, SECONDED Director Bestwick, that third reading of "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016" be rescinded.

CARRIED

- 16-247 MOVED Director Bestwick, SECONDED Director Stanhope, that "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016" be amended to reference 2016 at \$14.00 per taxable parcel only and delete reference to 2017 and beyond.

CARRIED

- 16-248 MOVED Director Lefebvre, SECONDED Director Rogers, that "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016" be read a third time, as amended.

CARRIED

16-249 MOVED Director Lefebvre, SECONDED Director Stanhope, that Bylaw No. 1231 be forwarded to the Regional Parks and Trails Select Committee for further discussion of the 2017 - 2022 parcel tax rate increases.

DEFEATED

16-250 MOVED Director Brennan, SECONDED Director Stanhope, that Bylaw No. 1231 be referred to staff for alternatives for the 2017 - 2022 parcel tax rate increases.

CARRIED

2016 Service Area Tax Requisition Amendment Bylaw.

16-251 MOVED Director Kipp, SECONDED Director Fell, that "Electoral Area 'H' Community Parks Local Service Amendment Bylaw No. 806.07, 2016" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, April 12, 2016.

16-252 MOVED Director Stanhope, SECONDED Director Young, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, April 12, 2016, be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Helmut Haggemueller, re Development Variance Permit Application No. PL2016- 025 – 1380 Reef Road – Electoral Area 'E'.

16-253 MOVED Director Stanhope, SECONDED Director Rogers, that the correspondence from Helmut Haggemueller regarding Development Variance Permit Application No. PL2016-025 – 1380 Reef Road in Electoral Area 'E', be received.

CARRIED

DEVELOPMENT PERMIT

Development Permit Application No. PL2016-024 – 6445 Island Highway West, Electoral Area 'H'.

16-254 MOVED Director Rogers, SECONDED Director Stanhope, that Development Permit No. PL2016-024 to permit a garage and master bedroom addition to an existing dwelling unit and to construct a roof addition over an existing entry porch be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit Application No. PL2016-014 – 6769 Island Highway West, Electoral Area 'H'.

16-255 MOVED Director Stanhope, SECONDED Director McPherson, that Development Permit No. PL2016-014 to permit the construction of an addition to an existing dwelling unit be approved subject to the terms and conditions outlined in Attachment 2.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2016-040 – 1125 Spider Lake Road, Electoral Area 'H'.

- 16-256 MOVED Director Stanhope, SECONDED Director Rogers, that Development Permit with Variance No. PL2016-040 to reduce the watercourse and minimum lot line setback requirements to permit the construction of a detached secondary suite be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-025 – 1380 Reef Road – Electoral Area 'E'.

Rachel Hamling, Fern Road Consulting Ltd., spoke in favour of the application.

- 16-257 MOVED Director Rogers, SECONDED Director Young, that Development Variance Permit Application No. PL2016-025 be denied.

CARRIED

OTHER

Subdivision Application No. PL2015-137 – Request to Accept Park Land Dedication – 1032 Robertson Boulevard, Electoral Area 'G'.

- 16-258 MOVED Director Stanhope, SECONDED Director Fell, that the request to accept the dedication of park land, as outlined in Attachments 2 and 3, be accepted.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, April 12, 2016.

- 16-259 MOVED Director Westbroek, SECONDED Director Stanhope, that the minutes of the Committee of the Whole meeting held Tuesday, April 12, 2016 be received for information.

CARRIED

COMMUNICATION/CORRESPONDENCE

Franz Gigl, Gabriolans Against Freighter Anchorages Society (GAFA), re Meeting with Regional Director Marine Security and Safety (Pacific Region).

- 16-260 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Franz Gigl, Gabriolans Against Freighter Anchorages Society (GAFA), regarding meeting with the Regional Director of Marine Security and Safety (Pacific Region) be received.

CARRIED

Bruce Jolliffe, Chair, Comox Valley Regional District, re Asbestos and Asbestos Containing Material (ACM).

- 16-261 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Bruce Jolliffe, Chair, Comox Valley Regional District, regarding Asbestos and Asbestos Containing Material (ACM) be received.

CARRIED

Lighthouse Community Centre Society, re Request for Building Upgrade Assistance through Community Works Funds.

- 16-262 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Lighthouse Community Centre Society regarding a request for building upgrade assistance through Community Works Funds be received.

CARRIED

Island Corridor Foundation Contribution Agreement.

- 16-263 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Carl Olsen, Ron Lychak, and Ronald Starkie regarding the Island Corridor Foundation Contribution Agreement be received.

CARRIED

RECREATION AND PARKS

PARKS

Regional Parks and Trails Select Committee – Amendment to Terms of Reference.

- 16-264 MOVED Director Lefebvre, SECONDED Director Westbroek, that the Terms of Reference for the Regional Parks and Trails Select Committee be amended as provided on Appendix I.

CARRIED

Oakdowne Community Park Adjunct II (Electoral Area ‘H’) – Licence of Occupation Renewal.

- 16-265 MOVED Director Stanhope, SECONDED Director Young, that the Regional District accept the Province of BC’s offer of a 30-year Licence of Occupation for community trail situated on parts of Lots B, H and I, District Lot 89, Newcastle District, and adjacent to Oakdowne Community Park in Electoral Area ‘H’.

CARRIED

Coombs to Parksville E&N Rail Trail – Tender Award and Advance of Construction.

- 16-266 MOVED Director Fell, SECONDED Director Stanhope, that the Regional District issue a Notice of Award to David Stalker Excavating Ltd. for the construction of approximately 7 km of Coombs to Parksville Rail Trail for a total bid price of \$2,692,024 (excluding GST).

CARRIED

- 16-267 MOVED Director Fell, SECONDED Director Stanhope, that staff be directed to conclude associated arrangements with Southern Vancouver Island Railway, the City of Parksville and Koers & Associates Engineering Ltd. for the balance of works involved with the 2016 construction of the Coombs to Parksville Rail Trail project.

CARRIED

REGIONAL AND COMMUNITY UTILITIES AND SOLID WASTE

WASTEWATER

Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.06.

- 16-268 MOVED Director Rogers, SECONDED Director Stanhope, that “Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.06, 2016” be introduced and read three times.

CARRIED

- 16-269 MOVED Director Rogers, SECONDED Director Fell, that “Regional District of Nanaimo Bylaw Enforcement Ticket Regulation Amendment Bylaw No. 1418.06, 2016” be adopted.

CARRIED

Renewal of Agreement for On-Call Electrical Maintenance and Support for Wastewater Services.

- 16-270 MOVED Director Thorpe, SECONDED Director Rogers, that the Board authorize staff to renew an agreement for on-call electrical maintenance and repair for Wastewater Services to Shaw Electrical Services from June 1, 2016 to May 31, 2017, for a total financial authorization of \$240,000.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

CURRENT PLANNING

Annual Special Electoral Area Planning Committee and Town Hall Meetings in Electoral Areas.

- 16-271 MOVED Director Rogers, SECONDED Director Stanhope, that consideration of annual Special Electoral Area Planning Committee and Town Hall meetings in Electoral Areas be deferred until after an Electoral Area caucus meeting has been held.

MOVED Director McPherson, SECONDED Director Young, that the Board amend the main motion by deleting the words “after an Electoral Area caucus meeting has been held” and replacing them with “the June 14, 2016 Committee of the Whole meeting”.

CARRIED

The vote was taken on the main motion as amended:

- 16-272 That consideration of annual Special Electoral Area Planning Committee and Town Hall meetings in Electoral Areas be deferred until the June 14, 2016 Committee of the Whole meeting.

CARRIED

LONG RANGE PLANNING

2015 Annual Report on Regional Growth Strategy Implementation and Progress.

- 16-273 MOVED Director Lefebvre, SECONDED Director Stanhope, that the Regional Growth Strategy 2015 Annual Report be received.

CARRIED

ENERGY AND SUSTAINABILITY

Asset Management Quarterly Update and Policy.

- 16-274 MOVED Director Westbroek, SECONDED Director Young, that the Asset Management Quarterly Update be received for information.

CARRIED

- 16-275 MOVED Director Westbroek, SECONDED Director Young, that the Asset Management Policy be adopted and incorporated into the Regional District of Nanaimo policy manual.

CARRIED

ADVISORY, SELECT COMMITTEE AND COMMISSION

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

Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, February 10, 2016.

- 16-276 MOVED Director Rogers, SECONDED Director Fell, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, February 10, 2016, be received for information.

CARRIED

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

Minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, February 17, 2016.

- 16-277 MOVED Director McPherson, SECONDED Director Fell, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, February 17, 2016, be received for information.

CARRIED

Agricultural Advisory Committee.

Minutes of the Agricultural Advisory Committee meeting, held Friday, February 19, 2016.

- 16-278 MOVED Director Houle, SECONDED Director Fell, that the minutes of the Agricultural Advisory Committee meeting held Friday, February 19, 2016, be received for information.

CARRIED

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

Minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, February 29, 2016.

- 16-279 MOVED Director Young, SECONDED Director Thorpe, that the minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held Monday, February 29, 2016, be received for information.

CARRIED

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

Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Thursday, February 25, 2016.

- 16-280 MOVED Director Rogers, SECONDED Director Stanhope, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Thursday, February 25, 2016, be received for information.

CARRIED

Phase 2 Water Access Development.

- 16-281 MOVED Director Fell, SECONDED Director Houle, that staff be directed to install water access signage and undertake minor trail improvements at the following Ministry of Transportation and Infrastructure water access sites: #12 Raft Rd, #15 Cochrane Rd, #19 Franksea Rd, #22 Guitar Lane, #25 Hansen Rd or #26 Noonday Rd, #29 McColl Rd, #34 Henry Morgan Dr, #40 Ocean Trail Rd, #41 Oceantrail West, and #48 Deep Bay Dr.

CARRIED

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

Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 7, 2016.

- 16-282 MOVED Director Stanhope, SECONDED Director Fell, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 7, 2016, be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Lighthouse Community Centre Society, re Request for Building Upgrade Assistance through Community Works Funds.

- 16-283 MOVED Director Kipp, SECONDED Director Rogers, that staff be directed to develop an agreement to provide for the transfer of up to \$85,000 of Electoral Area 'H' Community Works Funds for building upgrades to the Lighthouse Community Centre.

CARRIED

Bruce Jolliffe, Chair, Comox Valley Regional District, re Asbestos and Asbestos Containing Material (ACM).

- 16-284 MOVED Director Young, SECONDED Director Lefebvre, that staff be directed to bring a report to the Solid Waste Select Committee with recommendations on a response to the Comox Valley Regional District.

CARRIED

NEW BUSINESS

Rail Corridor Development.

- 16-285 MOVED Director Lefebvre, SECONDED Director Westbroek, that staff be directed to explore concepts for rail corridor development, i.e. public greenways along the Island Corridor in the Regional District from Area 'A' to Area 'H'.

CARRIED

Bus Passes for Adults with Disabilities.

- 16-286 MOVED Director Young, SECONDED Director Thorpe, that the Board endorse a letter from the Chair to the Provincial Government indicating that the Regional District of Nanaimo does not support the changes to the BC Bus Pass Program and the Special Transportation Subsidy for disability assistance clients.

CARRIED

Regional Services Review.

- 16-287 MOVED Director Westbroek, SECONDED Director Lefebvre, that staff prepare a report with regard to conducting a Regional Services Review after the appointment of the Chief Administrative Officer and prior to the next Financial Plan adoption.

MOVED Director Westbroek, SECONDED Director Stanhope, that the Board amend the main motion by deleting the words “after the appointment of the Chief Administrative Officer and”.

CARRIED

The vote was taken on the main motion as amended:

- 16-288 That staff prepare a report with regard to conducting a Regional Services Review prior to the next Financial Plan adoption.

CARRIED

Strategic Priority to Create an Electoral Area Caucus.

- 16-289 MOVED Director Houle, SECONDED Director Rogers, that staff be directed to prepare a report on options for moving forward on the Strategic Priority to “create an Electoral Area caucus to enhance regional governance”.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

District 69 Recreation Commission.

Minutes of the District 69 Recreation Commission meeting held Thursday, March 31, 2016.

- 16-290 MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the District 69 Recreation Commission meeting held Thursday, March 31, 2016 be received for information.

CARRIED

Ravensong Expansion.

- 16-291 MOVED Director Westbroek, SECONDED Director Lefebvre, that staff bring forward a report on the current state of the expansion of the Ravensong Aquatic Centre and that any further action engage the District 69 Recreation Commission.

CARRIED

Solid Waste Management Select Committee.

Minutes of the Solid Waste Management Select Committee meeting held Tuesday, April 12, 2016.

- 16-292 MOVED Director McPherson, SECONDED Director Young, that the minutes of the Solid Waste Management Select Committee meeting held Tuesday, April 12, 2016 be received for information.

CARRIED

Comprehensive Engineering Tender Award.

- 16-293 MOVED Director McPherson, SECONDED Director Stanhope, that XCG Consultants be awarded a contract to provide consulting engineering services at the Regional Landfill for a three-year term with the option of renewing for an additional two years.

CARRIED

ADMINISTRATOR'S REPORTS

Zoning Amendment Application No. PL2013-022 – 1720 Whibley Road, Electoral Area 'F' – Amendment Bylaw 1285.25, 2016 – Third Reading.

16-294 MOVED Director Fell, SECONDED Director Stanhope, that the report of the Public Hearing held on April 4, 2016 for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2016" be received.

CARRIED

16-295 MOVED Director Fell, SECONDED Director Stanhope, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.25, 2016" be read a third time.

CARRIED

Zoning Amendment Application No. PL2009-153 – 2248 & 2250 Maxey Road – Electoral Area 'C' – Amendment Bylaw 500.403, 2016 – Third Reading.

16-296 MOVED Director Young, SECONDED Director McPherson, that the report of the Public Hearing held on April 18, 2016 for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.403, 2016" be received.

CARRIED

16-297 MOVED Director Young, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.403, 2016" be read a third time.

CARRIED

Building Strata Conversion Application No. PL2016-012 – 80 Colwell Road, Electoral Area 'C'.

16-298 MOVED Director Young, SECONDED Director Fell, that the request for Building Strata Conversion Application PL2016-012 be granted preliminary approval, with final approval subject to the terms and conditions outlined in Attachment 2.

CARRIED

Regional Growth Strategy Amendment Bylaw No. 1615.01 – Public Hearing Report and Referrals to Affected Local Governments.

16-299 MOVED Director Lefebvre, SECONDED Director Houle, that the report of the Public Hearing conducted for "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016" be received as set out in Attachment 2 of this report.

CARRIED

16-300 MOVED Director Westbroek, SECONDED Director Stanhope, that "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615.01, 2016" be referred to member municipalities and adjacent regional districts for acceptance.

CARRIED

Greater Nanaimo Pollution Control Centre Marine Outfall Replacement Project – Loan Authorization.

16-301 MOVED Director Westbroek, SECONDED Director Houle, that Regional District of Nanaimo "Southern Community Sewer Local Service Capital Improvements Loan Authorization Bylaw No. 1741, 2016", be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Open Burning Concerns in Regional District of Nanaimo.

- 16-302 MOVED Director Kipp, SECONDED Director Lefebvre, that the Board direct staff to prepare a report on methods used by the Cowichan Valley Regional District and other regional districts to regulate and impose limitations on large scale open burning.

CARRIED

Gabriola Community Bus Foundation – Infrastructure Grant Application for GERTIE.

- 16-303 MOVED Director Houle, SECONDED Director Kipp, that staff be directed to forward a letter to the Gabriola Community Bus Foundation, indicating Regional District of Nanaimo Board support for their New Building Canada Fund – Small Communities Fund Application for their Fleet Renewal Project.

CARRIED

Proposed Filming in Electoral Area ‘E’.

- 16-304 MOVED Director Rogers, SECONDED Director Westbroek, that staff be directed to proceed with approval of a park use permit for film vehicle parking at Moorecroft Regional Park resulting in the closure of vehicle access to the park and nearby Stewart Road for 20 weekdays over four, five day periods during May, June and July 2016.

CARRIED

NEW BUSINESS

Island Corridor Foundation.

- 16-305 MOVED Director Fell, SECONDED Director Westbroek, that staff be directed to contact the Association of Vancouver Island Coastal Communities and offer to organize a meeting of those Regional Districts and First Nations that represent the Island Corridor Foundation to discuss options on moving forward with the Association of Vancouver Island Coastal Communities Resolution 18 as endorsed by the membership.

CARRIED

Island Corridor Foundation Liaison Committee.

- 16-306 MOVED Director Fell, SECONDED Director Kipp, that the Regional District of Nanaimo inform the Island Corridor Foundation that the Regional District of Nanaimo will not participate in the proposed Liaison Committee.

CARRIED

IN CAMERA

- 16-307 MOVED Director Houle, SECONDED Director Young, that pursuant to Sections 90 (1) (c) and (j) of the *Community Charter* the Board proceed to an In Camera Meeting for discussions related to labour relations and third-party business interests.

CARRIED

TIME: 9:17 PM

RISE AND REPORT

Chief Administrative Officer Job Description.

- 16-308 MOVED Director Bestwick, SECONDED Director Houle, that the Chief Administrative Officer job description be accepted with the following amendments to the Position Summary and Required Education and Experience sections:

POSITION SUMMARY:

As the most high-ranking member of the staff, the Chief Administrative Officer (CAO) is accountable to the Board of Directors of the Regional District of Nanaimo (RDN) for the planning, co-ordination and control of the activities and business affairs of the Regional District. The CAO ensures that the provision of all services is in compliance with the bylaws, policies, statutory requirements and the collective agreements(s) of the Regional District.

REQUIRED EDUCATION AND EXPERIENCE:

Undergraduate or higher degree in public administration, business administration or professional designation in other related field, supplemented by courses related to local, provincial, federal government administration. Five (5) years of experience at a senior professional management level or ten (10) years in a senior management position in the private or public sectors.

CARRIED

Options for Filling the Chief Administrative Officer Position.

- 16-309 MOVED Director Bestwick, SECONDED Director Lefebvre, that the Regional District of Nanaimo hire an executive search firm to assist with the recruitment of the Regional District of Nanaimo Chief Administrative Officer.

CARRIED

Executive Search Firms for the Chief Administrative Officer Recruitment.

- 16-310 MOVED Director Bestwick, SECONDED Director Pratt, that staff be directed to enter into a contract with Waterhouse Executive Search for the recruitment of the Regional District of Nanaimo Chief Administrative Officer for a fixed price of \$20,500 plus expenses.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 9:48 PM

CHAIRPERSON

CORPORATE OFFICER