

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, NOVEMBER 22, 2016 AT 7:00 PM IN THE  
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	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 J. Stanhope	Electoral Area G
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	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 B. McKay	City of Nanaimo
Director W. Pratt	City of Nanaimo

Also in Attendance:

P. Carlyle	Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
D. Trudeau	Gen. Mgr. Transportation and Emergency Planning Services
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.

## **DELEGATIONS**

### **Sandy Herle, Parksville Qualicum Beach Tourism, re District 69 Municipal, Tourism Growth MoU.**

Sandy Herle outlined the value of tourism for the region and asked the Board to support the District 69 Municipal, Tourism Growth Memorandum of Understanding and to contribute to the collaborative planning process to drive tourism within District 69.

### **Blain Sepos, Parksville Qualicum Beach Tourism, re District 69 Municipal, Short Term Rentals / Vacation Rentals.**

Blain Sepos shared his concerns regarding the impact short-term and vacation rentals are having within District 69, citing the need for a consistent approach across the region for regulation of the rentals to level the playing field with commercial operators, to protect neighbourhoods, and to provide visitors with the accommodation they are looking for.

### **Mitch Freko, re 2377 Higginson Road, Nanoose Bay, Electoral Area 'E'.**

Mitch Freko expressed his concern for the safety and security of his property regarding a short-term vacation rental near his home and asked the Board when he will see some resolution to this issue.

## **COMMITTEE OF THE WHOLE MINUTES**

### **Minutes of the Committee of the Whole meeting held Tuesday, October 11, 2016.**

MOVED Director Lefebvre, SECONDED Director Stanhope, that the minutes of the Committee of the Whole meeting held Tuesday, October 11, 2016, be adopted.

CARRIED

### **Minutes of the Special Committee of the Whole meeting held Tuesday, November 8, 2016.**

MOVED Director Stanhope, SECONDED Director Lefebvre, that the minutes of the Special Committee of the Whole meeting held Tuesday, November 8, 2016 be adopted.

CARRIED

### **Minutes of the Special Committee of the Whole meeting held Tuesday, November 15, 2016.**

MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Special Committee of the Whole meeting held Tuesday, November 15, 2016 be adopted.

CARRIED

## **CORPORATE SERVICES**

### **2017 Board and Standing Committee Regular Meeting Schedule.**

MOVED Director Stanhope, SECONDED Director Thorpe, that the 2017 Board and Standing Committee regular meeting schedule be approved as presented.

CARRIED

## **FINANCE**

### **Bylaw No. 1751 - A Bylaw to Authorize Preparation of 2017 Parcel Tax Rolls.**

MOVED Director Haime, SECONDED Director Lefebvre, that the "2017 Parcel Tax Assessment Roll Bylaw No. 1751, 2016", be introduced and read three times.

CARRIED

MOVED Director Haime, SECONDED Director Lefebvre, that the "2017 Parcel Tax Assessment Roll Bylaw No. 1751, 2016" be adopted.

CARRIED

MOVED Director Haime, SECONDED Director Lefebvre, that the Board appoint the Chairperson, the Manager, Administrative Services and the Director of Finance to preside as the 2017 parcel tax review panel.

CARRIED

### **Operating Results for the period ending September 30, 2016.**

MOVED Director Stanhope, SECONDED Director Lefebvre, that the summary report on financial operating results as at September 30, 2016 be received for information.

CARRIED

### **2017 Proposed Budget Overview.**

MOVED Director Stanhope, SECONDED Director Lefebvre, that the proposed 2017 budget be approved.

CARRIED

MOVED Director Stanhope, SECONDED Director Lefebvre, that staff be directed to proceed to finalize the 2017 to 2021 Financial Plan.

CARRIED

## **REGIONAL AND COMMUNITY UTILITIES AND SOLID WASTE SERVICES**

### **WATER AND ASSET MANAGEMENT**

#### **Westurne Heights Water Rates and Regulations – Bylaws No. 1654.03 and 1655.05.**

MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.03, 2016" be introduced and read three times.

CARRIED

MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.03, 2016" be adopted.

CARRIED

MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.05, 2016" be introduced and read three times.

CARRIED

MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.05, 2016" be adopted.

CARRIED

## **WASTEWATER**

### **Greater Nanaimo Pollution Control Centre Capital Project Updates.**

MOVED Director Stanhope, SECONDED Director Houle, that the Board receive the Greater Nanaimo Pollution Control Centre Capital Project Updates report for information.

CARRIED

### **Northern and Southern Wastewater Development Cost Charges.**

MOVED Director Rogers, SECONDED Director Haime, that the Board give first and second reading to "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.03, 2016".

CARRIED

MOVED Director Rogers, SECONDED Director Haime, that the Board give first and second reading to "Southern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1547.01, 2016".

CARRIED

MOVED Director Rogers, SECONDED Director Haime, that the Board direct staff to undertake public consultation for the proposed bylaw amendments, and to report on the public consultation process prior to third readings.

CARRIED

## **STRATEGIC AND COMMUNITY DEVELOPMENT**

### **INTERGOVERNMENTAL LIAISON**

#### **Snaw-Naw-As First Nation Request for Support – Wallis Point.**

MOVED Director Houle, SECONDED Director Rogers, that the Chair write a letter to Snaw-Naw-As First Nation Chief and Council stating that the Regional District of Nanaimo supports access to Wallis Point and for the land to be dedicated as park.

CARRIED

### **ADVISORY, SELECT COMMITTEE AND COMMISSION**

#### **Minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Tuesday, October 18, 2016.**

MOVED Director Thorpe, SECONDED Director McPherson, that the minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Tuesday, October 18, 2016 be received for information.

CARRIED

#### **Minutes of the District 69 Recreation Commission meeting held Thursday, October 20, 2016.**

MOVED Director Fell, SECONDED Director Rogers, that the minutes of the District 69 Recreation Commission meeting held Thursday, October 20, 2016 be received for information.

CARRIED

**Grants.**

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

Arrowsmith Community Recreation Association - youth sports programs	\$4,200
District 69 Family Resource Association - youth life skills program food and supplies	\$2,500
Parksville Curling Club - junior program equipment	\$2,500
	<b>Total \$9,200</b>
	CARRIED

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

Arrowsmith Agricultural Association - Family Day Celebration	\$1,414
Errington Elementary School - Tribune Bay for low income families	\$2,500
Inclusion Parksville Society (formerly PDA CL) - tables, chairs, tents	\$1,000
Nanoose Place Seniors - carpet bowls for visually impaired players	\$828
Oceanside Community Arts Council - senior's art program	\$1,250
Qualicum Beach Lawn Bowling Club - bowling aides	\$1,000
Qualicum Weavers and Spinners Guild - portable loom	\$1,200
Ravensong Masters Swim Club - pool rental	\$1,000
	<b>Total \$10,192</b>
	CARRIED

**Minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, October 26, 2016.**

MOVED Director Young, SECONDED Director Rogers, that the minutes of the Grants-in-Aid Advisory Committee meeting held Wednesday, October 26, 2016 be received for information.

CARRIED

**District 68 Grant Approvals.**

MOVED Director Young, SECONDED Director Haime, that the Board award District 68 Grants-in-Aid funds as follows:

Mudge Island Citizen's Society - purchase of a cistern for collecting rainwater to assist in firefighting.	\$2,100
Scouts Canada 1st Gabriola Scouts Group - Wood Badge training for volunteers.	\$405
	<b>Total \$2,505</b>
	CARRIED

MOVED Director Young, SECONDED Director Haime, that the remaining District 68 funds in the amount of \$614.00 be carried forward to the 2017 Grants-in-Aid budget.

CARRIED

**District 69 Grant Approvals.**

MOVED Director Young, SECONDED Director Lefebvre, that the Board award District 69 Grants-in-Aid funds as follows:

ECHO Players Society - purchase of materials (e.g. paint and marine-grade plywood) for the Mural Project.	\$4,500
Inclusion Parksville Society - purchase of 4 computers and 4 tablets for client use.	\$2,500
Oceanside Stroke Recovery Society - purchase of a rolling metal library book cart and stroke survivor printed resources.	\$1,000
	<b>Total \$8,000</b>

CARRIED

MOVED Director Young, SECONDED Director Westbroek, that the remaining District 69 funds in the amount of \$892.00 be carried forward to the 2017 Grants-in-Aid budget.

CARRIED

**New Business.**

MOVED Director Young, SECONDED Director Yoachim, that staff be directed to provide a report in spring, 2017, with options for updating the Grants-in-Aid Policy to clarify ineligibility related to annual operating expenses.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**District 69 Municipal, Tourism Growth Memorandum of Understanding and Short Term Rentals / Vacation Rentals.**

MOVED Director Rogers, SECONDED Director Stanhope, that staff be directed to prepare a report for the Board with respect to the District 69 Municipal, Tourism Growth Memorandum of Understanding, and a separate report with respect to short-term rentals / vacation rentals.

CARRIED

**NEW BUSINESS**

**Directors' Roundtable.**

Directors provided updates to the Board.

**IN CAMERA**

MOVED Director Stanhope, SECONDED Director Lefebvre, that pursuant to Section 90 (1) (e) of the *Community Charter* the Committee proceed to an In Camera Meeting for discussions related to land issues.

CARRIED

TIME: 8:20 PM

**ADJOURNMENT**

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

CARRIED

TIME: 8:28 PM

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CHAIRPERSON

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CORPORATE OFFICER