

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, FEBRUARY 28, 2017 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director I. Thorpe	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
Alternate	
Director J. McLean	Electoral Area F
Director J. Stanhope	Electoral Area G
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
Alternate	
Director K. Oates	City of Parksville
Director B. Colclough	District of Lantzville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director J. Fell	Electoral Area F
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville

Also in Attendance:

P. Carlyle	Chief Administrative Officer
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 & 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.

The Chairperson welcomed Alternate Directors McLean and Oates to the meeting.

DELEGATIONS

Rob Christopher, Nanaimo Search and Rescue Society, re Society Activities 2016-2017.

Rob Christopher thanked the Board for the funding received in 2016 and provided a slide presentation to complement his overview of how funding was utilized, society activities, ongoing training, public events, and the acquisition of a mobile Command Centre Vehicle.

Stephanie Tipple, INfilm, re Request for Funding.

Stephanie Tipple presented a slide show outlining the services and positive economic benefit INfilm has contributed to the region, shared the upcoming plans for 2017, and asked the Board to provide funding towards INfilm's operations and marketing costs.

Bill Dawson, BC Assessment, re Changes in Assessment Values for 2017.

Bill Dawson presented the 2017 Assessment Roll Information highlighting market and non-market changes in assessments for single family dwellings, business and other market changes for the Regional District electoral areas and municipalities.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, January 24, 2017.

17-090 MOVED Director Stanhope, SECONDED Director Houle, that the minutes of the Regular Board meeting held Tuesday, January 24, 2017, be adopted.

CARRIED

Minutes of the Special Board meeting held Tuesday, February 14, 2017.

17-091 MOVED Director Stanhope, SECONDED Director Houle, that the minutes of the Special Board meeting held Tuesday, February 14, 2017, be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Ellen Bartlett, re Development Permit with Variance Application No. PL2016-184 – 2739 Van Isle Road, Electoral Area 'H'.

17-092 MOVED Director Stanhope, SECONDED Director Houle, that the correspondence from Ellen Bartlett regarding Development Permit with Variance Application No. PL2016-184 – 2739 Van Isle Road in Electoral Area 'H' be received.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA SERVICES COMMITTEE

Minutes of the Electoral Area Services Committee meeting held Tuesday, February 14, 2017.

- 17-093 MOVED Director Stanhope, SECONDED Director Houle, that the minutes of the Electoral Area Services Committee meeting held Tuesday, February 14, 2017, be received for information.

CARRIED

Development Permit Application No. PL2016-168 – 20 Nile Road, Electoral Area 'H'.

- 17-094 MOVED Director Stanhope, SECONDED Director Young, that the Board approve Development Permit No. PL2016-168 to permit demolition of an existing cabin and the establishment of a building envelope for a new dwelling unit and accessory buildings and structures subject to the conditions outlined in Attachments 2 and 3.

CARRIED

Development Permit and Site Specific Exemption Application No. PL2016-181 – 6919 Island Highway West, Electoral Area 'H'.

- 17-095 MOVED Director Stanhope, SECONDED Director Young, that the Board approve Development Permit No. PL2016-181 and Site Specific Floodplain Bylaw exemption to permit an addition to a detached hotel unit subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit with Variance Application No. PL2016-176 – 2005 Hemer Road, Electoral Area 'A'.

- 17-096 MOVED Director McPherson, SECONDED Director Rogers, that the Board approve Development Permit with Variance No. PL2016-176 to permit the construction of an accessory building subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit with Variance Application No. PL2016-184 – 2739 Van Isle Road, Electoral Area 'H'.

Ellen Bartlett voiced her concerns regarding the height and proximity to the water of the planned location of the two-story structure.

Peter Jorgensen spoke in support of the application.

- 17-097 MOVED Director Stanhope, SECONDED Director Rogers, that the Board approve Development Permit with Variance No. PL2016-184 to permit the demolition of an existing dwelling unit and construction of a new dwelling unit and raised patio subject to the terms and conditions outlined in Attachments 2 to 5.

CARRIED

Development Variance Permit Application No. PL2016-191 – 2225 Alberni Highway, Electoral Area 'F'.

- 17-098 MOVED Director McLean, SECONDED Director Rogers, that the Board approve Development Variance Permit No. PL2016-191 to reduce the front lot line setback from 4.5 metres to 3.0 metres to accommodate a kiosk subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

**Zoning Amendment Application No. PL2016-108 – Midora Road and Virostko Road, Electoral Area 'C'
– Amendment Bylaw 500.406 – First and Second Reading.**

17-099 MOVED Director Young, SECONDED Director Stanhope, that the Board receive the Summary of the Public Information Meeting held on November 17, 2016.

CARRIED

17-100 MOVED Director Young, SECONDED Director Stanhope, that the conditions set out in Attachment 2 of the staff report be completed prior to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017" being considered for adoption.

CARRIED

17-101 MOVED Director Young, SECONDED Director Stanhope, that the Board introduce and give two readings to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017".

CARRIED

17-102 MOVED Director Young, SECONDED Director Stanhope, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.406, 2017" be chaired by Director Young or her alternate.

CARRIED

**Zoning Amendment Application No. PL2016-060 – 4775 & 4785 Anderson Avenue, Electoral Area 'H'
– Amendment Bylaw 500.407 – First and Second Reading.**

17-103 MOVED Director Stanhope, SECONDED Director Young, that the Board receive the Summary of the Public Information Meeting held on December 12, 2016.

CARRIED

17-104 MOVED Director Stanhope, SECONDED Director Young, that the Board introduce and give two readings to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017".

CARRIED

17-105 MOVED Director Stanhope, SECONDED Director Young, that the Board direct that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.407, 2017", be chaired by Director Veenhof or his alternate.

CARRIED

17-106 MOVED Director Stanhope, SECONDED Director Young, that the Board direct that the conditions set out in Attachment 2 of the staff report be completed prior to Bylaw No. 500.407, 2017 being considered for adoption.

CARRIED

Southern Community Economic Development.

17-107 MOVED Director Houle, SECONDED Director Stanhope, that the Regional District of Nanaimo enter into an agreement with the Gabriola Island Chamber of Commerce to provide tourism promotion for Electoral Area 'B' for a period not exceeding six months at a rate of \$1,000 per month.

CARRIED

17-108 MOVED Director Houle, SECONDED Director Young, that the Regional District of Nanaimo provide the Gabriola Island Chamber of Commerce with up to \$10,000 to conduct a strategic planning process for Gabriola Island as proposed by the Gabriola Island Chamber of Commerce utilizing the services of Community Futures Central Island.

CARRIED

17-109 MOVED Director Houle, SECONDED Director Young, that following completion of the strategic planning process for Gabriola Island the Regional District of Nanaimo undertake a strategic planning process for the entire service area that considers the results of the process for Gabriola Island.

CARRIED

17-110 MOVED Director Houle, SECONDED Director Young, that a meeting be held with the City of Nanaimo, Tourism Vancouver Island and other tourism marketing providers to discuss options for tourism promotion of Electoral Areas 'A', 'B' and 'C'.

CARRIED

17-111 MOVED Director Houle, SECONDED Director Young, that the requisition for the Southern Community Economic Development Service be maintained for 2017.

CARRIED

Request for Storage Space at Rollo McClay Community Park.

17-112 MOVED Director Houle, SECONDED Director Young, that staff be directed to investigate the feasibility of the Gabriola Island Lions Club building a storage shed at Rollo McClay Community Park.

CARRIED

Bells Landing Water Access.

17-113 MOVED Director Houle, SECONDED Director Young, that staff be directed to investigate the feasibility of constructing a boat launch and associated parking lot at the Bells Landing Ministry of Transportation and Infrastructure water access on Gabriola Island.

CARRIED

New Society Act Workshop.

17-114 MOVED Director Rogers, SECONDED Director Stanhope, that the Regional District of Nanaimo with the support of the fire services societies, facilitate an expert workshop on both the *New Societies Act* and the *Privacy Acts* for all the societies within 2017.

CARRIED

COMMITTEE OF THE WHOLE

Minutes of the Special Committee of the Whole meeting held Tuesday, February 14, 2017.

17-115 MOVED Director Houle, SECONDED Director Stanhope, that the minutes of the Special Committee of the Whole meeting held Tuesday, February 14, 2017 be received for information.

CARRIED

Minutes of the Regular Committee of the Whole meeting held Tuesday, February 14, 2017.

17-116 MOVED Director Houle, SECONDED Director Stanhope, that the minutes of the Regular Committee of the Whole meeting held Tuesday, February 14, 2017 be received for information.

CARRIED

Bylaw No. 1170.05 - San Pareil Water Service Area Expansion, Electoral Area 'G'.

17-117 MOVED Director Stanhope, SECONDED Director Young, that the Board give three readings to "San Pareil Water Supply Local Service Area Amendment Bylaw No. 1170.05, 2017".

CARRIED

Engineering Services for Preliminary Design of the French Creek Pollution Control Center Stage 4 Expansion Project.

17-118 MOVED Director Stanhope, SECONDED Director Houle, that the Board award AECOM the Preliminary Design of the Stage 4 Expansion to the French Creek Pollution Control Centre (FCPCC).

CARRIED

17-119 MOVED Director Stanhope, SECONDED Director Rogers, that the Board approve a total budget of \$429,277 to complete the Preliminary Design phase of the Project.

CARRIED

EXECUTIVE STANDING COMMITTEE

Minutes of the Executive Committee meeting held Tuesday, February 7, 2017.

17-120 MOVED Director Houle, SECONDED Director Stanhope, that the minutes of the Executive Committee meeting held Tuesday, February 7, 2017 be received for information.

CARRIED

Board Procedure Bylaw.

17-121 MOVED Director Stanhope, SECONDED Director Houle, that the Board give three readings to the Regional District of Nanaimo Board Procedure Bylaw No. 1754, 2017, with the following amendments:

- Section 4. - Add requirement for Members to be respectful to staff, the public and other Members.
- Section 10. - Electronic Meetings - Re-word first line as "Provided the conditions set out in Regional District Electronic Meeting Regulations are met and in exceptional circumstances:"
- Section 14. - Delete Section 14(2)(b) and re-number (c) to (b)
- Section 17. - Add requirement for delegations to be respectful
- Schedule B - Correct name to Nanaimo Parks, Recreation and Wellness

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Englishman River Water Service Management Board.

Minutes of the Englishman River Water Service Management Board meeting held on Tuesday, January 24, 2017.

17-122 MOVED Director Stanhope, SECONDED Director Young, that the minutes of the Englishman River Water Service Management Board meeting held on Tuesday, January 24, 2017 be received for information.

CARRIED

Regional Parks and Trails Select Committee.

Minutes of the Regional Parks and Trails Select Committee meeting held on Tuesday, February 7, 2017.

17-123 MOVED Director Houle, SECONDED Director Oates, that the minutes of the Regional Parks and Trails Select Committee meeting held on Tuesday, February 7, 2017 be received for information.

CARRIED

REPORTS

Amendment Agreement - Biosolids Management Program.

- 17-124 MOVED Director Houle, SECONDED Director Rogers, that the Regional District of Nanaimo extend the term of the original Biosolids Management Program Agreement for two months; from March 31, 2017 to May 31, 2017.

CARRIED

Request for Funding from INfilm.

- 17-125 MOVED Director Stanhope, SECONDED Director Colclough, that the Regional District of Nanaimo provide \$5,000 in funding from Grants-in-Aid to INfilm for 2017.

CARRIED

- 17-126 MOVED Director Stanhope, SECONDED Director Rogers, that the Regional District of Nanaimo meet with INfilm and the member municipalities to discuss a coordinated funding model that includes all of the regional district members to start in 2018.

CARRIED

2017 Service Area Tax Requisition Amendment Bylaws.

- 17-127 MOVED Director Thorpe, SECONDED Director McPherson, that "Southern Community Restorative Justice Program Service Requisition Limit Amendment Bylaw No. 1490.03, 2017" be introduced and read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

- 17-128 MOVED Director Rogers, SECONDED Director McPherson, that "Pacific Shores Sewer Local Service Requisition Limit Amendment Bylaw No. 1021.12, 2017" be introduced and read three times.

CARRIED

- 17-129 MOVED Director McLean, SECONDED Director Westbroek, that "Coombs-Hilliers Fire Protection Service Requisition Limit Amendment Bylaw No. 1022.08, 2017" be introduced and read three times.

CARRIED

Regional District of Nanaimo 2017 to 2021 Financial Plan - Bylaw No. 1755.

- 17-130 MOVED Director Stanhope, SECONDED Director Rogers, that "Regional District of Nanaimo Financial Plan 2017 to 2021 Bylaw No. 1755, 2017" be introduced and read three times.

CARRIED

IN CAMERA

- 17-131 MOVED Director Stanhope, SECONDED Director Houle, that pursuant to sections 90 (1), (a), (c), (e), (g), (i), (j), (k) and (m) of the *Community Charter* the Board proceed to an In Camera Meeting for discussions related to board appointments, labour relations, land issues, litigation, solicitor-client privilege, third-party business interests, a proposed service and intergovernmental relations.

CARRIED

TIME: 8:24 PM

RISE AND REPORT

Appointment to the Electoral Area 'B' Parks and Open Space Advisory Committee.

17-132 MOVED Director Houle, SECONDED Director Kipp, that Derek Kilbourn be appointed to the Electoral Area 'B' Parks and Open Space Advisory Committee as the Gabriola Recreation Society Representative for a term expiring December 31, 2018.

CARRIED

Nomination of Board Appointee to the Island Corridor Foundation.

Director McPherson was nominated as the Regional District of Nanaimo Board Appointee to the Island Corridor Foundation.

ADJOURNMENT

MOVED Director Houle, SECONDED Director Stanhope, that this meeting be adjourned.

CARRIED

TIME: 9:18 PM

CHAIRPERSON

CORPORATE OFFICER