

**REGIONAL DISTRICT OF NANAIMO**  
**MINUTES OF THE REGULAR BOARD MEETING**

**Tuesday, October 24, 2017**  
**7:00 P.M.**  
**RDN Board Chambers**

In Attendance:	Director W. Veenhof	Chair
	Director I. Thorpe	Vice Chair
	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 M. Lefebvre	City of Parksville
	Director B. Colclough	District of Lantzville
	Director T. Westbroek	Town of Qualicum Beach
Regrets:	Director B. McKay	City of Nanaimo
	Director G. Fuller	City of Nanaimo
	Director B. Yoachim	City of Nanaimo
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
	J. Harrison	Director of Corporate Services
	W. Idema	Director of Finance
	D. Pearce	Director of Transportation & Emergency Services
	J. Hill	Mgr. Administrative Services
	C. Golding	Recording Secretary

**CALL TO ORDER**

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

The Chair acknowledged that Director Stanhope was awarded a Life Membership to the Association of Vancouver Island and Coastal Communities at the Union of BC Municipalities conference for his 26 years of service in local government including 20 years on the Regional District of Nanaimo Board and congratulated him for this honour.

The Chair thanked Joan Harrison, Director of Corporate Services, for her 29 years of service in local government and especially for her dedication and support to the Regional District of Nanaimo over the past 5 years and wished her all the best in her retirement.

**APPROVAL OF THE AGENDA**

17-512

It was moved and seconded that the agenda be approved, as amended, to include revised committee minutes on the addendum.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

17-513

It was moved and seconded that the following minutes be adopted:

Regular Board Meeting - October 3, 2017

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

17-514

It was moved and seconded that the following correspondence be received for information:

Marijke Edmondson, re 2016 Census Impact on Regional District of Nanaimo Board Composition and Voting Strength.

Opposed (1): Director Kipp

CARRIED

**COMMITTEE MINUTES**

17-515

It was moved and seconded that the following minutes be received for information:

Electoral Area Services Committee - October 10, 2017

Committee of the Whole - October 10, 2017

District 69 Community Justice Select Committee - October 16, 2017

Regional Parks and Trails Select Committee - October 17, 2017

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

**Electoral Area Services Committee**

**Cedar Skatepark**

17-516

It was moved and seconded that staff investigate the potential options of creating an area for a viewing platform for the Cedar Skatepark.

CARRIED UNANIMOUSLY

**Natural Playgrounds - Summary Report**

17-517

It was moved and seconded that Stone Lake Community Park be pursued as a pilot project for a natural playground and moved forward in the work plan to begin community engagement.

CARRIED UNANIMOUSLY

**Development Variance Permit Application No. PL2017-099 - 1360 Valley Road, Electoral Area 'F'**

17-518

It was moved and seconded that the Board approve Development Variance Permit No. PL2017-099 to increase the maximum permitted floor area of a building from 1,500 m<sup>2</sup> to 2,000 m<sup>2</sup> to permit the construction of a new commercial building and to reduce the number of parking spaces required for the existing building supply and lumber outlet from 53 to 20, subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

**Development Variance Permit Application No. PL2017-126 - 2471 Nanoose Road, Electoral Area 'E'**

17-519

It was moved and seconded that the Board approve Development Variance Permit No. PL2017-126 to permit a parking area within the Front Lot Line and Other Lot Line setbacks subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

17-520

It was moved and seconded that, as the 2017 Budget includes \$7,500 for the project and as an additional \$20,000 is required for a total of \$27,500, the additional funds requested be considered by the Board during the 2018 Budget deliberations.

CARRIED UNANIMOUSLY

**Subdivision Application No. PL2017-034 - Stewart Road, Electoral Area 'E'**

17-521

It was moved and seconded that five percent (5%) cash-in-lieu of parkland dedication be accepted in conjunction with Subdivision Application No. PL2017-034.

CARRIED UNANIMOUSLY

**Rural Area Signage Project Results and Recommendations**

17-522

It was moved and seconded that the Board receive the results of the open houses included as Attachment 1 and questionnaire results included as Attachment 2.

CARRIED UNANIMOUSLY

17-523

It was moved and seconded that the Board direct staff to prepare a report on potential amendments to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987", and, "Regional District of Nanaimo Sign Bylaw No. 993, 1995" to enhance the ability to construct community kiosks, and community identification and wayfinding signage.

CARRIED UNANIMOUSLY

17-524

It was moved and seconded that the Ministry of Transportation and Infrastructure be requested to consider implementing the specific signage improvements identified through the rural area signage project community engagement process as presented in Attachment 3.

CARRIED UNANIMOUSLY

17-525

It was moved and seconded that the Board direct staff to prepare an informational webpage advising members of the public and community groups how to request signage improvements and how to obtain approval to install signage.

CARRIED UNANIMOUSLY

17-526

It was moved and seconded that the Board recognize the communities as listed in Attachment 4 for the purpose of making application to the Ministry of Transportation and Infrastructure to install signage in the road rights-of-way under the Ministry's Policy Manual for Supplemental Signs.

CARRIED UNANIMOUSLY

17-527

It was moved and seconded that the Ministry of Transportation and Infrastructure be requested to include the communities identified in Attachment 4 in its Guide Sign and Service and Attraction signage programs.

CARRIED UNANIMOUSLY

**Electoral Area 'H' Official Community Plan Review - Amendment Bylaw No. 1335.06 - First and Second Reading**

17-528

It was moved and seconded that staff be directed to amend the Draft Electoral Area 'H' Official Community Plan Section 5, Deep Bay Policies and corresponding sections for the Deep Bay South West lands to indicate that a maximum of 300 residential units are permitted in Deep Bay South West.

CARRIED UNANIMOUSLY

17-529

It was moved and seconded that staff be directed to amend paragraph 25 b of the Draft Electoral Area 'H' Official Community Plan, adding at the end of the section, "This is to include..., to be determined at rezoning stage."

CARRIED UNANIMOUSLY

17-530

It was moved and seconded that the Board introduce and give first reading to "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.06, 2017".

CARRIED UNANIMOUSLY

17-531

It was moved and seconded that the Board give second reading to "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.06, 2017".

CARRIED UNANIMOUSLY

17-532

It was moved and seconded that the Board direct the Public Hearing on "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.06, 2017", be chaired by Director Veenhof or his alternate.

CARRIED UNANIMOUSLY

17-533

It was moved and seconded that the Board direct an additional public information meeting prior to the public hearing to provide information and answer questions related to the draft Official Community Plan.

CARRIED UNANIMOUSLY

**Government of British Columbia Cannabis Regulation Engagement**

17-534

It was moved and seconded that the Board receive the Government of British Columbia Cannabis Regulation Engagement report for information.

CARRIED UNANIMOUSLY

17-535

It was moved and seconded that the Board direct staff to prepare a report on the implications of cannabis legalization to the Regional District of Nanaimo and bring it forward to the Board when the opportunity for local government engagement is provided by the Province.

CARRIED UNANIMOUSLY

**1415 Spruston Road - Unsightly/Hazardous Property**

17- 536

It was moved and seconded that the Board direct staff to proceed with the cleanup and remediation of Lot 1, Section 3, Range 6, Plan VIP62055, Cranberry District (1415 Spruston Road) at the owner's expense, in accordance with the BC Supreme Court Order dated July 10, 2017.

CARRIED UNANIMOUSLY

**Ministry of Transportation and Infrastructure / Provincial Approving Officer - Cycling and Pedestrian Road Improvements**

17-537

It was moved and seconded that the Ministry of Transportation and Infrastructure and the Provincial Approving Officer be requested to take every opportunity through development and road improvement projects to enhance pedestrian and cycling infrastructure within Ministry roadways within rural areas of the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

**Committee of the Whole**

**Parkville Curling Club**

17-538

It was moved and seconded that the results of the master plan regarding the District 69 Arena and the sport of curling in Oceanside be given priority.

CARRIED UNANIMOUSLY

\*Note – the Parkville Curling Club resolution was reconsidered following the next item.

**Oceanside Youth Soccer**

It was moved and seconded that:

1. The need for an increase in sport fields, including all weather, for District 69 be considered high priority in the recreation services master plan;
2. That staff work with the City of Parkville, Town of Qualicum Beach, School District 69 and local sport field organizations to determine if there is a need for a sport field allocation policy; and
3. That staff explore funding opportunities for the construction of additional fields and an all-weather turf field in District 69.

17-539

It was moved and seconded that the recommendations pertaining to Oceanside Youth Soccer be deferred until after the consultation process is completed.

CARRIED UNANIMOUSLY

**Parkville Curling Club - Reconsideration**

17-540

It was moved and seconded that the following matter be brought back for reconsideration:

That the results of the master plan regarding the District 69 Arena and the sport of curling in Oceanside be given priority.

CARRIED UNANIMOUSLY

17-541

It was moved and seconded that the recommendation that the results of the master plan regarding District 69 Arena and the sport of curling in Oceanside be given priority be deferred until after the consultation process is completed.

CARRIED UNANIMOUSLY

**State of Recreation Research Report for District 69 (Oceanside)**

17-542

It was moved and seconded that the State of Recreation in District 69 (Oceanside) research report be used as a reference document in the development of the Recreation Services Master Plan for District 69 (Oceanside).

CARRIED UNANIMOUSLY

**Communications Services Vendor Selection**

17-543

It was moved and seconded that the Regional District of Nanaimo enter into a five-year Communications Services Agreement with TELUS Communications Company for a total cost of \$843,271 over five years commencing October 25, 2017.

CARRIED UNANIMOUSLY

**Agricultural Area Plan Implementation – Composting Facility Project**

17-544

It was moved and seconded that the Board receive the Agricultural Area Plan Implementation - Composting Facility Project report and the results of the composting needs questionnaire.

CARRIED UNANIMOUSLY

17- 545

It was moved and seconded that the Board direct staff to update the “Growing Our Future” website with details of the existing commercial compost facilities in the region.

CARRIED UNANIMOUSLY

17-546

It was moved and seconded that the Board deem the Composting Facility Project complete.

CARRIED UNANIMOUSLY

**Funding for INfilm through a Regional Economic Development Service**

17-547

It was moved and seconded that the Board direct staff to proceed with the process to establish a new regional economic development service which will provide the funding to INfilm based on the ratio of funding contributed to INfilm in 2017.

CARRIED UNANIMOUSLY



It was moved and seconded that the Board enter into an agreement to provide funding to INfilm for a three year period at a maximum of \$50,000 per year and that the agreement include provisions for reporting and to make annual funding contingent on meeting performance objectives.

It was moved and seconded that the motion be amended to use a parcel tax method as shown in Table 3 of the staff report for the funding.

Opposed (12): Director Veenhof, Director Thorpe, Director McPherson, Director Houle, Director Young, Director Fell, Director Stanhope, Director Bestwick, Director Kipp, Director Lefebvre, Director Colclough, and Director Westbroek

DEFEATED

17-548

The vote was taken on the main motion:

That the Board enter into an agreement to provide funding to INfilm for a three year period at a maximum of \$50,000 per year and that the agreement include provisions for reporting and to make annual funding contingent on meeting performance objectives.

CARRIED UNANIMOUSLY

17- 549

It was moved and seconded that a service review for the new regional economic development service be conducted in 2018.

CARRIED UNANIMOUSLY

**Biosolids Management Program**

17-550

It was moved and seconded that the Regional District of Nanaimo (RDN) enter into an agreement (Attachment 1) with SYLVIS Environmental Services (SYLVIS) to continue biosolids forest fertilization activities to May 31, 2021.

CARRIED UNANIMOUSLY

17-551

It was moved and seconded that the Board direct staff to enter into negotiations with Nanaimo Forest Products, Harmac Division (Harmac) as a contingency option where Regional District of Nanaimo biosolids would be used to fabricate soil for cover at the Harmac landfill.

CARRIED UNANIMOUSLY

**Wheel Loader Tender – July 2017**

17-552

It was moved and seconded that the Board approve the purchase of a John Deere 544KII Wheel Loader from Brandt Tractor Ltd. for an amount of \$231,000.

CARRIED UNANIMOUSLY

**Youth Involvement with the Regional District of Nanaimo**

17-553

It was moved and seconded that Youth Involvement with the Regional District of Nanaimo be referred to staff to investigate and provide a report on forming a Youth Advisory Council.

Opposed (10): Director Thorpe, Director McPherson, Director Houle, Director Rogers, Director Fell, Director Stanhope, Director Bestwick, Director Lefebvre, Director Colclough, and Director Westbroek

DEFEATED

**Support for Tulnuxw Lelum Cultural Learning Space at Bowser Elementary School**

17-554

It was moved and seconded that staff be directed to revise the Community Works Funding agreement with the Bowser Elementary School Parent Advisory Committee for the Tulnuxw Lelum - Bowser Cultural Learning Space project to increase the Electoral Area 'H' Community Works Funding allocation to an amount up to \$60,000 and to extend the agreement term to November 2018.

CARRIED UNANIMOUSLY

**District 69 Community Justice Select Committee**

**2017 District 69 Community Justice Funding and District 69 Community Justice Grants in Aid Applications**

17-555

It was moved and seconded that \$5,000 of funding historically approved for Oceanside Community Safety Volunteers through District 69 Community Justice Grants in Aid for mileage and safety equipment for Citizens on Patrol and Speed Watch be incorporated into the core budget for D69 Community Justice funding bringing the Community Safety Volunteer funding to \$34,220 annually.

CARRIED UNANIMOUSLY

17-556

It was moved and seconded that the 2018 District 69 Community Justice requisition for funding to support Victim Services, Restorative Justice and safety programs run by the Oceanside Community Safety Volunteers be approved at \$102,796 and that \$26,425 of 2017 carry forward surplus be applied to 2018 funding.

CARRIED UNANIMOUSLY

17-557

It was moved and seconded that a grant in the amount of \$800 for the Corcan-Meadowood Residents Association be approved subject to the Meadowood Community Centre project moving forward.

CARRIED UNANIMOUSLY

17-558

It was moved and seconded that a grant in the amount of \$4,800 for the Shorewood San Pareil Owners and Residents Association be approved subject to completion of an agreement with the Regional District of Nanaimo's Emergency Planning Department for the evacuation plan and subject to Shorewood – San Pareil Owners & Residents Association (SSPORA) obtaining required government approvals related to signage.

CARRIED UNANIMOUSLY

17-559

It was moved and seconded that a grant in the amount of \$2,000 for the Men's Centre be approved.

CARRIED UNANIMOUSLY

17-560

It was moved and seconded that staff be directed to review the District 69 Community Justice Grants in Aid process in order to incorporate the District 69 Community Justice Grants in Aid process with the general Regional District of Nanaimo community grants process.

CARRIED UNANIMOUSLY

**Oceanside RCMP**

17-561

It was moved and seconded that staff be directed to prepare a report identifying current levels of service provided by the RCMP in District 69, including an analysis for one additional traffic officer and to examine whether the funding is proportionate from each of the service levels.

CARRIED UNANIMOUSLY

**Regional Parks and Trails Select Committee**

**Moorecroft Regional Park - Site Planning for New Amenities**

17-562

It was moved and seconded that \$72,500 be considered for inclusion in the 2018 Regional Parks Operations Budget for the construction of a double vault toilet, removal of Ms. Moore’s cabin and installation of seating on the site at Moorecroft Regional Park.

CARRIED UNANIMOUSLY

17-563

It was moved and seconded that funding of the remaining improvements identified at the planning workshop for Moorecroft Regional Park be considered for allocation in the five year Financial Plan.

CARRIED UNANIMOUSLY

**REPORTS**

**Transportation Services Building Roof Replacement – Construction Contract Award**

17-564

It was moved and seconded that the Board award a contract for the Transportation Services Building Roof Replacement to G & G Roofing Ltd. in the amount of \$196,330.00 (excluding GST).

CARRIED UNANIMOUSLY

**Zoning Amendment Application No. PL2016-161 - Pratt Road, Electoral Area ‘F’ - Amendment Bylaw No. 1285.27, 2017 – Adoption**

17-565

It was moved and seconded that the Board adopt “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.27, 2017”.

CARRIED UNANIMOUSLY

**UBCM Funding Application for Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning**

17-566

It was moved and seconded that the Board endorse the coastal flood plain mapping project for submission under the Union of British Columbia Municipalities Community Emergency Preparedness Fund.

CARRIED UNANIMOUSLY

**IN CAMERA**

17- 567

It was moved and seconded that pursuant to Sections 90 (1) (e), (g) and (m) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to land acquisition, litigation, and intergovernmental relations.

CARRIED UNANIMOUSLY

TIME: 8:05 PM

**ADJOURNMENT**

It was moved and seconded that this meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 8:08 PM

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CHAIR

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CORPORATE OFFICER