

**REGIONAL DISTRICT OF NANAIMO**  
**MINUTES OF THE ELECTORAL AREA SERVICES COMMITTEE MEETING**

**Tuesday, July 9, 2019**

**1:30 P.M.**

**Board Chambers**

In Attendance:	Director B. Rogers	Chair
	Director K. Wilson	Electoral Area A
	Director V. Craig	Electoral Area B
	Director M. Young	Electoral Area C
	Alternate	
	Director J. Fell	Electoral Area F
	Alternate	
	Director J. Stanhope	Electoral Area G
	Director S. McLean	Electoral Area H
Regrets:	Director L. Salter	Electoral Area F
Also in Attendance:	P. Carlyle	Chief Administrative Officer
	D. Banman	A/Gen. Mgr. Recreation & Parks Services
	S. De Pol	A/Gen. Mgr. Regional & Community Utilities
	G. Garbutt	Gen. Mgr. Strategic & Community Development
	D. Pearce	Director of Transportation & Emergency Services
	T. Armet	Mgr. Building & Bylaw Services
	P. Thompson	Mgr. Long Range Planning
	T. Mayea	A/Mgr. Legislative Services
	C. Golding	Recording Secretary
	C. Jefferies	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 the recent loss of Electoral Area G Director Clarke Gourlay and recognized the contributions he made as an Electoral Director. He noted that Director Gourlay was passionate about his role as a Director and represented his constituents well.

The Chair welcomed Alternate Director Stanhope and Alternate Director Fell to the meeting.

**APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

## **ADOPTION OF MINUTES**

### **Electoral Area Services Committee Meeting - June 11, 2019**

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held June 11, 2019, be adopted.

CARRIED UNANIMOUSLY

## **COMMITTEE MINUTES**

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

Electoral Area A Parks, Recreation and Culture Commission - June 19, 2019

Electoral Area B Parks and Open Space Advisory Committee - June 17, 2019

East Wellington / Pleasant Valley Parks and Open Space Advisory Committee - May 27, 2019

Nanoose Bay Parks and Open Space Advisory Committee - June 12, 2019

Electoral Area H Parks and Open Space Advisory Committee - June 24, 2019

CARRIED UNANIMOUSLY

## **COMMITTEE RECOMMENDATIONS**

### **Electoral Area A Parks, Recreation and Culture Commission**

#### **Request for Statements of Qualifications Inventory of Recreation Services in Electoral Area A**

It was moved and seconded that the Request for Statements of Qualifications be issued to conduct an inventory of existing recreation services, programs and facilities within Electoral Area A.

CARRIED UNANIMOUSLY

### **Electoral Area B Parks and Open Space Advisory Committee**

#### **5-year Project Plan - Electoral Area B Spring 2019**

It was moved and seconded that the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area B be approved with the addition of Rollo Park Management Plan to 2022, the addition of Disk Golf feasibility assessment to Additional Project Suggestions, and the transfer of Bells Landing Water Access Boat Launch Feasibility Study from 2022 to Additional Project Suggestions.

CARRIED UNANIMOUSLY

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

**5-year Project Plan – Electoral Area C-EW/PV**

It was moved and seconded that the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area C-EW/PV be approved.

CARRIED UNANIMOUSLY

**Nanoose Bay Parks and Open Space Advisory Committee**

**5-year Project Plan - Electoral Area E Spring 2019**

It was moved and seconded that the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area E be approved with the addition of 2020 beach access signage and 2020 Nanoose Road Community Park signage.

CARRIED UNANIMOUSLY

**Electoral Area H Parks and Open Space Advisory Committee**

**5-year Project Plan - Electoral Area H Spring 2019**

It was moved and seconded that the 5-year Project Plan: 2020-2024 for Community Parks in Electoral Area H be approved.

CARRIED UNANIMOUSLY

**PLANNING**

**Development Permit with Variance**

**Development Permit with Variance Application No. PL2019-076 - 862 Poplar Way, Electoral Area F**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2019-076 to permit the construction of an accessory building subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2019-076.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2018-207 - Lot 2, Island Highway West, Electoral Area H**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2018-207 to permit the development of a dwelling unit, accessory buildings and structures, driveway, stream crossings, yard area, and onsite servicing subject to the terms and conditions outlined in Attachment 2, Schedules 1 to 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2018-207.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2019-072 - 585 Wain Road, Electoral Area G**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2019-072 to permit the construction of an addition to the dwelling unit and the accessory building subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2019-072.

CARRIED UNANIMOUSLY

**Other**

**OCP and Zoning Amendments for Nanaimo Airport Draft Amendments for Consultation**

It was moved and seconded that the Board receive, for the purpose of community and stakeholder consultation, the draft Official Community Plan and zoning bylaw amendments for the Nanaimo Airport lands, as contained in Attachments 6 and 7.

CARRIED UNANIMOUSLY

**COMMUNITY PARKS**

**Active Transportation Infrastructure Memorandum of Understanding**

It was moved and seconded that the Active Transportation Infrastructure Memorandum of Understanding with the Ministry of Transportation and Infrastructure be approved.

CARRIED UNANIMOUSLY

## **BUILDING INSPECTION**

### **Building Permit Activity – Second Quarter 2019**

It was moved and seconded that the report Building Permit Activity – Second Quarter 2019 be received for information.

CARRIED UNANIMOUSLY

## **MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

### **Signage for Nanoose Road Community Park**

It was moved and seconded that pending project approval by the Union of BC Municipalities, up to \$3,000 of unallocated 2019 Electoral Area E Community Works Funds be allocated to the Nanoose Road Community Park for signage.

CARRIED UNANIMOUSLY

## **NEW BUSINESS**

### **Directors' Roundtable**

## **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 2:16 PM

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CHAIR