

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

**Thursday, March 4, 2021**

**1:00 P.M.**

**Held Electronically**

In Attendance:	Director B. Rogers	Chair
	Director K. Wilson	Electoral Area A
	Director V. Craig	Electoral Area B
	Director M. Young	Electoral Area C
	Director L. Salter	Electoral Area F
	Director L. Wallace	Electoral Area G
	Director S. McLean	Electoral Area H
	Director T. Brown	Chair, Regional District of Nanaimo (Ex-Officio)
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. Pearce	Gen. Mgr. Transportation & Emergency Services
	D. Wells	Gen. Mgr. Corporate Services
	K. Fowler	Mgr. Long Range Planning
	J. Hill	Mgr. Legislative Services & Corporate Officer
	P. Thompson	Mgr. Current Planning
	N. Redpath	Senior Planner
	G. Smith	Zoom Moderator
	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.

## **APPROVAL OF THE AGENDA**

It was moved and seconded that the agenda be approved, as amended, to add a delegation under Item 4. Delegations, an item of correspondence under Item 5. Correspondence, and an item under In Camera Item 12. In Camera:

- 4.1. Toby Seward, Seward Developments Inc., re Proposed Official Community Plan and Regional Growth Strategy Amendment Application No. PL2020-136 – 1841 Shasta Road, Electoral Area A (Agenda Item 8.2.3)
- 5.1. Pete and Kym Mercer, re Development Permit with Variance Application No. PL2020-035 and Request for Relaxation to the 10% Frontage Requirements in Relation to Subdivision Application PL2019-107 - Lot 57 Kaye Rd, Electoral Area G (Agenda Item 8.1.2)
12. In Camera – The following section of the *Community Charter*:
  - 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality

CARRIED UNANIMOUSLY

## **ADOPTION OF THE MINUTES**

### **Electoral Area Services Committee Meeting - February 4, 2021**

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held February 4, 2021, be adopted.

CARRIED UNANIMOUSLY

## **DELEGATIONS**

### **Toby Seward, Seward Developments Inc., re Proposed Official Community Plan and Regional Growth Strategy Amendment Application No. PL2020-136 – 1841 Shasta Road, Electoral Area A (Agenda Item 8.2.3)**

Mr. Seward provided an overview of the application and asked that the Committee support the amendment to the Electoral Area A Official Community Plan and the Regional District of Nanaimo Regional Growth Strategy.

Cathy Denham provided insight to the family decision which initiated the application process.

## **CORRESPONDENCE**

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

Pete and Kym Mercer, re Development Permit with Variance Application No. PL2020-035 and Request for Relaxation to the 10% Frontage Requirements in Relation to Subdivision Application PL2019-107 - Lot 57 Kaye Rd, Electoral Area G (Agenda Item 8.1.2)

CARRIED UNANIMOUSLY

**COMMITTEE MINUTES**

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

Nanoose Bay Parks and Open Space Advisory Committee Meeting – February 17, 2021

Electoral Area F Parks and Open Space Advisory Committee Meeting - January 27, 2021

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

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

**Schooner Ridge Community Park Path Upgrade**

It was moved and seconded that a report be provided to the Electoral Area Services Committee on the risk, liability, and viability of minor upgrades to the path in Schooner Ridge Community Park.

CARRIED UNANIMOUSLY

**PLANNING**

**Development Permit with Variance**

**Development Permit with Variance Application No. PL2021-002 - 881 Cavin Road, Electoral Area G**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2021-002 to increase the permitted parcel depth of Lots 1 and 2 subject to the terms and conditions outlined in Schedules 1 to 2 of 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. PL2021-002.

CARRIED UNANIMOUSLY

**Development Permit with Variance Application No. PL2020-035 and Request for Relaxation to the 10% Frontage Requirements in Relation to Subdivision Application PL2019-107 - Lot 57 Kaye Rd, Electoral Area G**

Michael Jacobs, Emil Anderson Group (property owner), spoke in favour of the application.

Julian Zelazny, The Nature Trust of BC, answered questions from the Committee regarding Nature Trust's management of properties.

Tom Reid, The Nature Trust of BC, answered questions from the Committee regarding how Nature Trust manages public access on their properties.

It was moved and seconded that the Board approve Development Permit with Variance No. PL2020-035 to permit a four-lot subdivision subject to the terms and conditions outlined in Attachment 3, as amended, with the removal of Condition 3.

Opposed (2): Director Rogers, and Director Salter

CARRIED

It was moved and seconded that the Board approve the request for the 10% road frontage relaxation for Lots A, B, C and D.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board waive the requirement for park land dedication and that proposed Lot D be donated to The Nature Trust of British Columbia.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2020-035.

CARRIED UNANIMOUSLY

## **Other**

### **Proposed Development of a Board Community Amenity Contribution Policy**

Nick Redpath, Senior Planner, provided a presentation.

It was moved and seconded that the Board direct staff to develop a work program in consultation with Electoral Area Directors and a budget for the creation of a Board Community Amenity Contribution Policy in 2022.

It was moved and seconded that the main motion be amended to include the words 'excluding Electoral Areas C and F' after 'Policy'.

Opposed (2): Director Wilson, and Director Craig

CARRIED

The vote was taken on the main motion as amended:

That the Board direct staff to develop a work program in consultation with Electoral Area Directors and a budget for the creation of a Board Community Amenity Contribution Policy excluding Electoral Areas C and F in 2022.

CARRIED UNANIMOUSLY

**Electoral Area G Official Community Plan Amendment to Incorporate Active Transportation Planning - Terms of Reference**

It was moved and seconded that the project to amend “Regional District of Nanaimo Electoral Area ‘G’ Official Community Plan Bylaw No. 1540, 2008” with active transportation planning be initiated through the endorsement of the Terms of Reference.

CARRIED UNANIMOUSLY

It was moved and seconded that a request for proposal for the project be issued and a qualified consultant selected.

CARRIED UNANIMOUSLY

**Proposed Official Community Plan and Regional Growth Strategy Amendment Application No. PL2020-136 - 1841 Shasta Road, Electoral Area A**

It was moved and seconded that the Board support proposed Official Community Plan and Regional Growth Strategy Amendment Application No. PL2020-136.

It was moved and seconded that Proposed Official Community Plan and Regional Growth Strategy Amendment Application No. PL2020-136 - 1841 Shasta Road, Electoral Area A be referred back to staff for clarification with the proponents.

Opposed (3): Director Wilson, Director Young, and Chair Brown (ex-officio)

CARRIED

Chair Brown left the meeting at 3:41 PM

**MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

**Tree Removal in Electoral Areas**

It was moved and seconded to request that staff provide a communication informing the limitations of the Regional District of Nanaimo for tree protection, and the difference between regional district and municipal authority for land clearing and tree protection on behalf of the Electoral Area Director as discussed under Item 8.2.3. Electoral Area Services Committee Meeting held February 4, 2021.

Opposed (1): Director Salter

CARRIED

**IN CAMERA**

It was moved and seconded that pursuant to the following section of the *Community Charter* the Committee proceed to an In Camera meeting:

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED UNANIMOUSLY

TIME: 3:55 PM

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 4:23 PM

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CHAIR