

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

**Tuesday, June 24, 2025
1:00 P.M.**

Board Chambers (Webstreamed)

In Attendance:	Director V. Craig	Chair
	Director S. McLean*	Vice Chair
	Director J. Stanley	Electoral Area A
	Director L. Melanson	Electoral Area C
	Director B. Rogers	Electoral Area E
	Director L. Salter*	Electoral Area F
	Director L. Wallace	Electoral Area G
	Director L. Krog	City of Nanaimo
	Director S. Armstrong	City of Nanaimo
	Director T. Brown*	City of Nanaimo
	Director B. Geselbracht*	City of Nanaimo
	Director E. Hemmens	City of Nanaimo
	Director P. Manly*	City of Nanaimo
	Director J. Perrino	City of Nanaimo
	Director I. W. Thorpe*	City of Nanaimo
	Director D. O'Brien	City of Parksville
	Director S. Wood	City of Parksville
	Director M. Swain*	District of Lantzville
	Director T. Westbroek*	Town of Qualicum Beach

Also in Attendance:	Alternate	
	Director M. Beil	City of Parksville
	Alternate	
	Director J. Grenz*	City of Parksville

D. Holmes	Chief Administrative Officer
C. Crabtree	Gen. Mgr. Corporate & Transportation Services
L. Grant	Gen. Mgr. Development & Emergency Services
T. Osborne	Gen. Mgr. Recreation & Parks Services
M. Walters	Gen. Mgr. Regional & Community Utilities
E. Hughes	Sr. Mgr. Strategy & Intergovernmental Services
T. Mercier	Mgr. Bylaw Services
P. Thompson	Mgr. Current Planning
J. Hopewell	Supt. Recreation Services Program North
E. Forssman	Drinking Water & Watershed Protection Coordinator
N. Richardson	A/Corporate Officer
S. Patrickson	Zoom Moderator
S. Keizer	Recording Secretary

* Denotes electronic meeting participation as authorized by Section 10 of "Regional District of Nanaimo Board Procedure Bylaw No. 1862, 2022".

CALL TO ORDER

The Chair called the meeting to order.

TERRITORIAL ACKNOWLEDGEMENT

The Chair respectfully acknowledged the Coast Salish Nations on whose traditional territory this meeting took place.

25-301

APPROVAL OF THE AGENDA

It was moved and seconded that the agenda be approved as amended, to move Item 11.1 790/796 Nanaimo River Road - Hazardous Property Remedial Action Update and Request for Reconsideration, ahead in the agenda upon arrival of the Property Owner(s).

CARRIED UNANIMOUSLY

25-302

ADOPTION OF MINUTES

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

Regular Board Meeting - June 10, 2025

CARRIED UNANIMOUSLY

DELEGATIONS - ITEMS NOT ON THE AGENDA

Director O'Brien joined the meeting at 1:04 P.M.

Director Wood joined the meeting at 1:05 P.M.

Director Brown joined the meeting at 1:06 P.M.

Director Melanson joined the meeting at 1:07 P.M.

Delegation Submission - Kim Fowler and Jaimie Smythe, Steering Committee Members, Nanaimo Food Hub, re Nanaimo Food Hub's First Market of the Year

Kim Fowler and Jaimie Smythe, Steering Committee members, Nanaimo Food Hub, provided a presentation and answered questions from the Board.

CORRESPONDENCE

Director Thorpe joined the meeting at 1:09 P.M.

25-303

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

V. Craig, Board Chair, Regional District of Nanaimo, re Urgent Request for Barricades at Chattel Road to Prevent Encampment

CARRIED UNANIMOUSLY

COMMITTEE MINUTES

25-304

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

Electoral Area Services Committee Meeting - June 5, 2025

Liquid Waste Management Plan Monitoring Committee Meeting - May 28, 2025

Oceanside Services Committee Meeting - June 12, 2025

CARRIED UNANIMOUSLY

CONSENT AGENDA

25-305

It was moved and seconded that the following items on the Consent Agenda be adopted by consent:

8.1.1 Bylaw Services Update - First Quarter 2025

8.1.2 Building Services Update and Building Permit Activity for the First Quarter - 2025

8.1.3 Hydrology Report for French Creek Estuary Nature Preserve and Maple Lane Community Park Draft Master Plan

8.1.4 Neden Community Park Improvements

8.1.5 Options for Regulation of Fireworks in the Regional District of Nanaimo

8.1.6 Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2025-009 - 2541 Trans Canada Highway, Electoral Area A

8.1.7 Crown Tenure for Lot 1 and 2 Romain Road for Electoral Area F Community Park

8.1.8 Extension Fire Department - South Forks - Fire Garage

8.1.9 Electoral Area C 2025-2029 Financial Plan Amendments

8.1.10 Reallocation of Electoral Area G Community Works Funds

8.1.11 Draft Maple Lane Community Park Master Plan

CARRIED UNANIMOUSLY

The items and recommendations referred to above are as follows:

Bylaw Services Update - First Quarter 2025

25-306

That the Regional District of Nanaimo Bylaw Services Update - First Quarter 2025 Report be received for information.

ADOPTED ON CONSENT

Building Services Update and Building Permit Activity for the First Quarter - 2025

25-307

That the report titled “Building Services Update and Building Permit Activity for the First Quarter – 2025” be received for information.

ADOPTED ON CONSENT

Hydrology Report for French Creek Estuary Nature Preserve and Maple Lane Community Park Draft Master Plan

25-308

1. That the Hydrology Report for French Creek Estuary Nature Preserve be referred to staff for its inclusion on the French Creek Estuary Nature Preserve webpage on the Regional District of Nanaimo website.

2. That the Maple Lane Community Park Master Plan be referred to staff for its inclusion on the Maple Lane Community Park webpage on the Regional District of Nanaimo website.

ADOPTED ON CONSENT

Neden Community Park Improvements

25-309

That staff provide a report to the Electoral Area G Parks and Open Space Advisory Committee with recommendations for Neden Community Park improvements for the aged equipment, trail resurfacing and furnishings, utilizing the allocated \$105,575 of Electoral Area G Community Parks and Halls Reserve Funds.

ADOPTED ON CONSENT

Options for Regulation of Fireworks in the Regional District of Nanaimo

25-310

That the report titled “Options for Regulation of Fireworks in the Regional District of Nanaimo” dated May 7, 2025, be received for information; and further that a letter be sent to Parksville Qualicum Beach Tourism requesting that an education campaign be developed to raise awareness about safe fireworks use.

ADOPTED ON CONSENT

Request for Comment on Non-Adhering Residential Use in the Agricultural Land Reserve, Application No. PL2025-009 - 2541 Trans Canada Highway, Electoral Area A

25-311

That the Board recommend the Agricultural Land Commission approve Non-Adhering Residential Use Application No. PL2025-009 (ALC File No. 103243) to permit the renovation and addition to the primary residence.

ADOPTED ON CONSENT

Crown Tenure for Lot 1 and 2 Romain Road for Electoral Area F Community Park

25-312

1. That the offer of Crown tenure for Lot 1 and Lot 2, District Lot 104, Plan 82280, Nanoose District comprising 2.95 Hectares for Electoral Area F Community Park use be approved.

2. That the Board authorize the Chair and Corporate Officer to sign the required documents to execute the lease and management plan.

ADOPTED ON CONSENT

Extension Fire Department - South Forks - Fire Garage

25-313

That the Board approve a survey for the property owners in Nanaimo River/South Forks Fire Protection Service Area to determine support to construct a fire garage on property owned by the Regional District of Nanaimo to house a fire truck which is currently stored on private property.

ADOPTED ON CONSENT

Electoral Area C 2025-2029 Financial Plan Amendments

25-314

1. That the Board approve the transfer of \$200,000 of Electoral Area C Extension Community Works Funds from the Nanaimo River Canyon Community Park project to the Extension Community Park Improvement project, that the total Extension Community Park Improvement project budget be increased by \$200,000 from \$480,000 to \$680,000 and that the 2025-2029 Financial Plan be amended accordingly.

2. That the Board approve the carry forward of \$40,000 of unspent Electoral Area C East Wellington and Pleasant Valley Growing Communities Funds in the Anders and Dorrit Community Park Development project from 2024 to 2025 to fund the driveway expansion, that the total project budget be increased by \$40,000 from \$610,902 to \$650,902 and that the 2025-2029 Financial Plan be amended accordingly.

ADOPTED ON CONSENT

Reallocation of Electoral Area G Community Works Funds

25-315

It was moved and seconded:

1. That the Board approve the transfer of \$75,962 of Electoral Area G Community Works Funds from the Phase 3 Water Budget Analysis in the French Creek Water Region project to an identified In Camera project, that the total budget for this project be increased by \$75,962 and that the 2025-2029 Financial Plan be amended accordingly.
2. That the Board approve the transfer of \$218 of Electoral Area G Community Works Funds from the Sandpiper Smart Water Meter Replacement project to an identified In Camera project, that the total budget for this project be increased by \$218 and that the 2025-2029 Financial Plan be amended accordingly.
3. That the Board approve the transfer of \$2,542 of Electoral Area G Community Works Funds from the River's Edge Smart Water Meter Replacement project to an identified In Camera project, that the total budget for this project be increased by \$2,542 and that the 2025-2029 Financial Plan be amended accordingly.
4. That the Board approve the redistribution of \$85,667 of Electoral Area G Community Works Funds from the River's Edge Trail project to the Electoral Area G Community Works Funds pool and that the 2025-2029 Financial Plan be amended accordingly.
5. That the Board approve the redistribution of \$31,820 of Electoral Area G Community Works Funds from the Boulton Community Park Playground Replacement project to the Electoral Area G Community Works Funds pool and that the 2025-2029 Financial Plan be amended accordingly.

ADOPTED ON CONSENT

Draft Maple Lane Community Park Master Plan

25-316

That Maple Lane Community Park receive community parks staff priority for the completion of the draft Maple Lane Community Park Master Plan for Parks and Open Space Advisory Committee (POSAC) endorsement at the next 2025 Electoral Area G POSAC meeting prior to commencing with new Electoral Area G projects, and that the POSAC provide priority funded features for completion in 2026.

ADOPTED ON CONSENT

ITEMS REMOVED FROM THE CONSENT AGENDA

Inflow and Infiltration Reduction Strategy

25-317

It was moved and seconded that the Board support the development of a Regional Inflow and Infiltration Reduction Program as a means to reduce future capital project and maintenance costs, advance our asset management initiatives and align with the Liquid Waste Management Plan.

CARRIED UNANIMOUSLY

Oceanside Recreation Services Grants Program - Spring 2025 Applications

25-318

It was moved and seconded:

1. That the following Oceanside Recreation Services Youth Grant applications totaling \$6,190 be approved for funding, with the exception of \$1,230 for the Whalers Football Support Society, which shall be deferred to an upcoming Board meeting where Community Grant applications are to be considered:

- Ballenas Secondary School - Parent Grad Committee - Ballenas 2025 Prom/Dry Grad - food and entertainment - \$1,230.00
- Oceanside Jr B2 Lacrosse - Team Productivity - helmets, trainer, advertising and development training/courses - \$2,500.00
- Oceanside Minor Lacrosse Association - new Shark jerseys/uniforms - \$1230.00
- Whalers Football Support Society - Purchase of Team Equipment - helmets, Automated External Defibrillator and jersey replacement - \$1,230.00

2. That the following Oceanside Recreation Services Community Grant applications totaling \$33,830.00 be approved for funding, with the exception of \$1,230 for Oceanside Minor Softball, which shall be deferred to an upcoming Board meeting where Community Grant applications are to be considered:

- Arrowsmith Agricultural Association (AAA) - Active Horizons - purchase of an Automated External Defibrillator (AED) - \$2,500.00
- Arrowsmith Agricultural Association (AAA) - Coombs Fair Kids Club - supplies, honorariums and volunteer appreciation - \$1,230.00
- Arrowsmith Agricultural Association (AAA) - Coombs Family Day Celebration - food, craft supplies, prizes, snow removal and volunteer appreciation - \$1,230.00
- Arrowsmith Agricultural Association (AAA) - Coombs Pet Expo - supplies, prizes, and honorariums - \$1,230.00
- Arrowsmith Community Recreation Association (ACRA) - Coombs Halloween Candy Walk Volunteer - appreciation, honorariums, decorations, supplies and candy - \$1,230.00
- Arrowsmith Cycling Club - ACC Race Tent and Banners - canopy, frames, banner, flags - \$2,500.00

- Bowser Tennis Club - Tennis Court Upgrade, Install Electricity - electrical wire, security camera, concrete, excavator rental - \$1,230.00
- Ecole Oceanside Elementary School PAC - Recreational Year End Out Trips - swimming fees, mini golfing, skating fees - \$1,230.00
- Errington War Memorial Hall Association - Around the World for Young Musicians - artist fees - \$1,230.00
- Errington War Memorial Hall Association - Hi Neighbour Day Festival - musician fees - \$1,230.00
- Errington War Memorial Hall Association - Recreation Thursdays at the Errington Hall - program supplies, food, advertising, honorariums - \$1,230.00
- Forward House Community Society - Forward House Discovery Series - activity trip costs - \$1,230.00
- Island Crisis Care Society - Pathways to Wellness: Physiotherapy Support at Orca Place - honorariums for physiotherapist - \$1,230.00
- Lighthouse Community Centre Society - 2025 Route 19A Arts Festival - artwork display rental - \$1,000.00
- MAC School for the Creative Arts (OCAC) - Summer Kids Program - art supplies, instructor fees, advertising - \$1,230.00
- Mid Vancouver Island Elder College Society - MIEC Fall Campaign - advertising - \$1,230.00
- Mid-Island Pensioners & Hobbyist Association - Neon Nights - black light equipment, decorations, safety supplies, advertising - \$1,230.00
- Oceanside Minor Softball - New Umpire Equipment - umpire equipment - \$1,230.00
- Oceanside Track and Field - Equipment Purchase - hurdles, starting blocks, high jump pole - \$1,230.00
- Parksville & District and Historical Society - Annual Railway Day - advertising, musicians, staff, lights/staging, table/tents, exhibit enhancements - \$1,230.00
- Parksville & District Musical Association - Fostering Community Through Music in Oceanside - musical scores, instruments, and equipment - \$1,230.00
- Parksville Golden Oldies Sports Association - AED Replacement - AED machine - \$2,000.00
- Parksville Table Tennis Society - Equipment Project - table tennis tables and nets - \$1,230.00

- Sources Community Resource Centre - Sources Family Wellness and Food Security - event supplies, food - \$1,230.00
- Springwood PAC - Grade 3/4 School Swimming Lessons - swim lessons - \$1,230.00

Opposed (1): Director Salter

CARRIED

25-319

It was moved and seconded that in the grant approval confirmation letter, staff advise applicants who are using funds for the purchase of an Automated External Defibrillator (AED) to be aware that they are responsible for the ongoing costs and maintenance for the AEDs and that they try to work with facility owners to make the machines publicly available.

CARRIED UNANIMOUSLY

25-320

It was moved and seconded that staff write a letter to the Provincial Health Services Authority (PHSA) requesting that the Regional District of Nanaimo be considered as a participant in the Automated External Defibrillator (AED) funding pilot program to fund organizations and facilities for publicly accessible AEDs.

CARRIED UNANIMOUSLY

COMMITTEE RECOMMENDATIONS

ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS

Request for Comment on Inclusion in the Agricultural Land Reserve, Application No. PL2025-050 - 1860 Spring Place, Electoral Area F

Delegation Submission - Keshia Cleaver, re Agricultural Land Reserve Application PL2025-050 for 1860 Spring Place

Keshia Cleaver, Applicant, spoke in support of Agricultural Land Reserve Application PL2025-050, 1860 Spring Place and answered questions from the Committee.

It was moved and seconded that the Board recommend that the Agricultural Land Commission not approve Inclusion Application No. PL2025-050 (ALC File No. 102637) to permit the inclusion of the property at 1860 Spring Place into the Agriculture Land Reserve.

25-321

It was moved and seconded that the item be referred back to staff to include information as to whether or not, as proposed, this is a prohibited use.

Opposed (7): Director Melanson, Director Rogers, Director Salter, Director Wallace, Director Perrino, Director Thorpe, and Director O'Brien

CARRIED

RECESS: 2:46 P.M.

RECONVENE: 2:56 P.M.

REPORTS

790/796 Nanaimo River Road - Hazardous Property Remedial Action Update and Request for Reconsideration

The Chair called for Property Owner(s) wishing to speak to 790/796 Nanaimo River Road - Hazardous Property Remedial Action Update and Request for Reconsideration.

Brian Ferstel, Property Owner, addressed the Board and requested that the Remedial Action Requirements as imposed be reconsidered.

25-322

It was moved and seconded:

1. That the April 2, 2025, written request from Brian Ferstel to the Board to reconsider the remedial action requirement be received for information.
2. That the Board direct staff to proceed with the remedial action requirements as outlined in Resolution 25-167, passed at the Regional District of Nanaimo Board meeting on March 25, 2025.

Opposed (3): Director Krog, Director Geselbracht, and Director O'Brien

CARRIED

ELECTORAL AREA SERVICES COMMITTEE RECOMMENDATIONS (Contiued)

Director Armstrong left the meeting at 3:36 P.M.

Development Variance Permit Application No. PL2024-153, 867 Mariner Way, Electoral Area G

25-323

It was moved and seconded that the Board approve Development Variance Permit No. PL2024-153 to reduce the exterior lot line setback for the construction of a detached garage subject to the terms and conditions outlined in Attachment 2.

CARRIED UNANIMOUSLY

OCEANSIDE SERVICES COMMITTEE RECOMMENDATION

Ravensong Aquatic Centre Expansion Assent Vote (Referendum) Results

25-324

It was moved and seconded that staff be directed to research an alternate project scope contingent to utilizing all of the \$7 million funding contribution provisionally awarded to the Ravensong Aquatic Centre Renovation project, and that \$117,950 be reallocated from the Ravensong Aquatic Centre Renovation project to revise designs to reapply to the green and inclusive community buildings program to utilize the provisionally approved \$7 million dollar grant funding.

Opposed (2): Director Rogers, and Director Salter

CARRIED

REPORTS (Continued)

Zoning Amendment Application No. PL2022-068, 1545 King Avenue, Electoral Area A, Amendment Bylaw No. 2500.01, 2025 – Adoption

25-325

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.01, 2025” be adopted.

CARRIED UNANIMOUSLY

Zoning Amendment Application No. PL2023-069, Lot 1 Dolphin Drive – Redden Road, Electoral Area E, Amendment Bylaw No. 2500.05, 2025 - First, Second and Third Readings

25-326

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.05, 2025” be introduced and read two times.

CARRIED UNANIMOUSLY

25-327

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.05, 2025” be read a third time.

CARRIED UNANIMOUSLY

Director Perrino left the meeting at 3:41 P.M.

Board Directed Amendments to Bylaw 2500, Zoning Amendment Bylaw 2500.07, 2025 – Three Readings and Adoption

25-328

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.07, 2025” be introduced and read two times.

CARRIED UNANIMOUSLY

25-329

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.07, 2025” be read a third time.

CARRIED UNANIMOUSLY

25-330

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.07, 2025” be adopted.

CARRIED UNANIMOUSLY

Housekeeping Amendments to Bylaw 2500, Zoning Amendment Bylaw 2500.08, 2025 – Three Readings and Adoption

25-331

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.08, 2025” be introduced and read two times.

CARRIED UNANIMOUSLY

25-332

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.08, 2025” be read a third time.

CARRIED UNANIMOUSLY

25-333

It was moved and seconded that “Regional District of Nanaimo Zoning Amendment Bylaw No. 2500.08, 2025” be adopted.

CARRIED UNANIMOUSLY

2025 Extreme Heat and Drought Planning

25-334

It was moved and seconded that the Regional District of Nanaimo's Heat Response Guide and the included response actions for continued use during extreme heat events be received for information.

CARRIED UNANIMOUSLY

Winter 2025 Extreme Cold Weather Response Summary

Director Perrino re-joined the meeting at 3:47 P.M.

25-335

It was moved and seconded that the "Winter 2025 Extreme Cold Weather Response Summary" report be received for information.

CARRIED UNANIMOUSLY

Regional Groundwater Level Analysis: Pre-Summer 2025

Director Krog and Director Brown left the meeting at 3:52 P.M.

25-336

It was moved and seconded that the Board receive the report "Regional Groundwater Level Analysis: Pre-Summer 2025" for information.

CARRIED UNANIMOUSLY

Director Krog re-joined the meeting at 3:57 P.M.

2025 FireSmart Community Funding and Supports Grant Application

25-337

It was moved and seconded that the Regional District of Nanaimo grant application for \$492,748.67 from the Union of British Columbia Municipalities: Community Resiliency Investment Program - 2025 FireSmart Community Funding and Supports stream be endorsed to implement, upon approval of funding, the proposed Regional FireSmart and Electoral Area activities as outlined in the June 24, 2025, staff report.

CARRIED UNANIMOUSLY

BYLAWS - WITH NO ACCOMPANYING REPORT

Extension Fire Protection Service Establishment Amendment Bylaw No. 1439.05, 2025

25-338

It was moved and seconded that “Extension Fire Protection Service Establishment Amendment Bylaw No. 1439.05, 2025”, be adopted.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM DELEGATIONS AND CORRESPONDENCE

25-339

That the Regional District of Nanaimo promote the Food Hub market through existing networks and social media and provide designated staff to explore potential support in a manner consistent with the Agricultural Area Plan.

Opposed (9): Director Craig, Director Rogers, Director Salter, Director Wallace, Director Hemmens, Director Perrino, Director Thorpe, Director Wood, and Director Swain

DEFEATED

NEW BUSINESS

IN CAMERA

25-340

It was moved and seconded that pursuant to the following sections of the *Community Charter* the Board 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;
- 90(1)(g) litigation or potential litigation affecting the municipality;
- 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- 90(1)(m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- 90(1)(o) the consideration of whether the authority under section 91 [*other persons attending closed meetings*] should be exercised in relation to a council meeting; and

- 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED UNANIMOUSLY

TIME: 4:16 P.M.

RISE AND REPORT

At the In Camera meeting the Board approved the following rise and report:

Oceanside RCMP and Nanaimo RCMP Annual Performance Plans 2025

25-341

It was moved and seconded:

1. That the Board endorse the Oceanside RCMP Annual Performance Plan which includes the following priorities for 2025 – 2026:

- Traffic – Pedestrians
- Mental Health – Substance Abuse / Health Crisis
- Bylaw – Panhandling / Refuse to Leave
- Property – Vandalism

2. That the Board endorse the Nanaimo RCMP Annual Performance Plan which includes the following priorities for 2025 – 2026:

1. Community and Public Safety
2. Crime Reduction
3. Traffic Enforcement

ADOPTED ON CONSENT

ADJOURNMENT

That the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 6:07 P.M.

CHAIR

CORPORATE OFFICER