

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

**Tuesday, September 4, 2018  
1:30 P.M.  
RDN Board Chambers**

In Attendance:      Director J. Stanhope      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 W. Veenhof      Electoral Area H

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. Wells      Gen. Mgr. Corporate Services  
                         D. Pearce      Director of Transportation & Emergency Services  
                         T. Armet      Mgr. Building & Bylaw Services  
                         T. Mayea      A/Mgr. Administrative Services  
                         P. Thompson      Mgr. Long Range Planning  
                         C. Simpson      Senior Planner, Long Range Planning  
                         S. Commentucci      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 presented.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

**Electoral Area Services Committee Meeting - July 10, 2018**

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held July 10, 2018 be adopted.

CARRIED UNANIMOUSLY

**DELEGATIONS**

**John Peirce, Village Vision Planning Committee, re Gabriola Village Transportation Corridor and Road Side Pedestrian Trail**

John Peirce, representing Village Vision Planning Committee on Gabriola Island, provided an update regarding Gabriola Village Transportation Corridor and Road Side Pedestrian Trails.

**COMMITTEE MINUTES**

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

East Wellington / Pleasant Valley Parks and Open Space Advisory Committee - June 25, 2018

CARRIED UNANIMOUSLY

**COMMITTEE RECOMMENDATIONS**

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

**Signage Strategy - EA 'EW/PV' Pilot Project**

It was moved and seconded that the Signage Strategy be received and Anders and Dorrit's Community Park be identified as the pilot location for an interpretive and entrance sign.

CARRIED UNANIMOUSLY

**PLANNING**

**Other**

**DPA and TUP Standardization Project**

It was moved and seconded that the Board introduce and give first reading to "Regional District of Nanaimo Electoral Area A Official Community Plan Amendment Bylaw No. 1620.05, 2018".

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to "Regional District of Nanaimo Electoral Area A Official Community Plan Amendment Bylaw No. 1620.05, 2018" having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2018".

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo East Wellington – Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.05, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo East Wellington – Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.05, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.05, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.05, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area F Official Community Plan Amendment Bylaw No. 1152.05, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Electoral Area F Official Community Plan Amendment Bylaw No. 1152.05, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area G Official Community Plan Amendment Bylaw No. 1540.02, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Electoral Area G Official Community Plan Amendment Bylaw No. 1540.02, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

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. 1335.07, 2018”.

CARRIED UNANIMOUSLY

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. 1335.07, 2018” having considered the impact on the current Financial Plan, Liquid Waste Management Plan and Solid Waste Management Plan.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.422, 2018” as amended, to include the following:

- a. delete the words “Rural or” in the row titled Arrowsmith Benson Cranberry Bright in the table in section 2 of schedule A.
- b. capitalize the first “t”, and add the word “be” after “should” and before “sufficient” in the second sentence of section 2 iv) of Schedule A.
- c. add “where the lot is greater than 5000m<sup>2</sup>” before the colon in Section 5.1.7 Farmland Protection Development Permit Area, Applicability, subsection 2, of Schedule B.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.422, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first reading to “Regional District of Nanaimo Electoral Area F Zoning and Subdivision Amendment Bylaw No. 1285.33, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board give second reading to “Regional District of Nanaimo Electoral Area F Zoning and Subdivision Amendment Bylaw No. 1285.33, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct the public hearing on the following bylaws to be Chaired by Director Stanhope or the Electoral Area Services Committee Vice-Chair:

- a. “Regional District of Nanaimo Electoral Area A Official Community Plan Amendment Bylaw No. 1620.05, 2018”;
- b. “Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.07, 2018”;
- c. “Regional District of Nanaimo East Wellington – Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.05, 2018”;
- d. “Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.05, 2018”;
- e. “Regional District of Nanaimo Electoral Area F Official Community Plan Amendment Bylaw No. 1152.05, 2018”;
- f. “Regional District of Nanaimo Electoral Area H Official Community Plan Amendment Bylaw No. 1335.07, 2018”;
- g. “Regional District of Nanaimo Electoral Area G Official Community Plan Amendment Bylaw No. 1540.02, 2018”;
- h. “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.422, 2018”; and
- i. “Regional District of Nanaimo Electoral Area F Zoning and Subdivision Amendment Bylaw No. 1285.33, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board introduce and give first, second and third reading to “Regional District of Nanaimo Development Application and Notification Procedures Bylaw No. 1776, 2018”.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board approve revisions to “Policy B1.12 *Riparian Areas Regulation Stream Declaration*” under the revised title of “Policy B1.12 Property Declaration Form”.

CARRIED UNANIMOUSLY

## **EMERGENCY PREPAREDNESS**

### **Emergency Plan Update**

It was moved and seconded that the Emergency Plan Update report be received for information.

CARRIED UNANIMOUSLY

## **FIRE PROTECTION**

### **Fire Services Project Update**

It was moved and seconded that the Fire Services Projects Updates be received for information.

CARRIED UNANIMOUSLY

## **BUILDING INSPECTION**

### **Building Permit Activity – Second Quarter 2018**

It was moved and seconded that the report Building Permit Activity – Second Quarter 2018 be received for information.

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**Directors' Forum**

The Directors' Forum included discussions related to Electoral Area matters.

**Planning**

It was moved and seconded that staff take immediate steps to amend the secondary suites zoning amendment bylaw 500.389, 2014 to permit a secondary suite within the principal residence or a standalone carriage house secondary suite on properties with community water that are greater than 1,000 square metres and less than 8,000 square metres.

CARRIED UNANIMOUSLY

It was moved and seconded that the Electoral Area A Official Community Plan be placed in line for a complete review.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

TIME: 2:20 PM

CARRIED UNANIMOUSLY

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CHAIR