

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

**Tuesday, November 20, 2018  
1:30 P.M.  
RDN 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
	Director L. Salter	Electoral Area F
	Director C. Gourlay	Electoral Area G
	Director S. Mclean	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
	C. Morrison	Mgr. Emergency Services
	P. Thompson	Mgr. Current Planning
T. Mayea	Legislative Coordinator	
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 removed item 8.3.1 from the agenda.

CARRIED UNANIMOUSLY

**ADOPTION OF MINUTES**

**Electoral Area Services Committee Meeting - October 2, 2018**

It was moved and seconded that the minutes of the Electoral Area Services Committee meeting held October 2, 2018, be adopted.

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 - October 3, 2018

Electoral Area F Parks and Open Space Advisory Committee - September 26, 2018

East Wellington / Pleasant Valley Parks and Open Space Advisory Committee - September 24, 2018

Electoral Area A Parks, Recreation and Culture Commission - September 19, 2018

Electoral Area G Parks and Open Space Advisory Committee - September 19, 2018

Electoral Area B Parks and Open Space Advisory Committee - September 17, 2018

CARRIED UNANIMOUSLY

## **COMMITTEE RECOMMENDATIONS**

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

#### **Stone Lake Drive Community Park – Natural Play Space Update**

It was moved and seconded that the creation of concept plans for the Stone Lake Drive Community Park Natural Play Space project proceed with the assistance of the Focus Group.

CARRIED UNANIMOUSLY

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

#### **Len Gibson, Oceanside Senior Cycling Groups, Re Cycling - Columbia Beach Access**

It was moved and seconded that the following recommendation from the Electoral Area G Parks and Open Space Advisory Committee be deferred to the December 11, 2018 meeting with the Ministry of Transportation and Infrastructure:

That staff review the Dalmation Drive – Sumar Lane cycling connection with the Ministry of Transportation and Infrastructure and report back with costs for surfacing options.

CARRIED UNANIMOUSLY

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

#### **Joyce Lockwood Community Park Beach Access – Area B**

It was moved and seconded that the beach access stairs at Joyce Lockwood Community Park be removed, and a land use agreement for the existing beach access trail on the adjacent Federal Crown Lands be pursued.

CARRIED UNANIMOUSLY

## **PLANNING**

### **Development Permit with Variance and Site Specific Exemption**

#### **Development Permit with Variance Application and Site Specific Floodplain Bylaw Exemption No. PL2017-143 - 5516 Deep Bay Drive – Electoral Area H**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2017-143 to permit the construction of a dwelling unit, accessory building, and associated landscaping subject to the terms and conditions outlined in Attachments 2 to 5.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board exempt Lot 59, District Lot 1, Newcastle District, Plan 20442 from Section 13(c) of Bylaw 1469 to allow the placement of structural fill within 15 metres from the boundary of the sea.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2017-143.

CARRIED UNANIMOUSLY

### **Development Permit with Variance**

#### **Development Permit with Variance Application No. PL2018-174 - 2130 and 2140 Schoolhouse Road – Electoral Area A**

It was moved and seconded that the Board approve Development Permit with Variance No. PL2018-174 to amend Development Permit with Variance No. PL2017-150 as it pertains to fascia signs subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2018-174.

CARRIED UNANIMOUSLY

### **Development Variance Permit**

#### **Development Variance Permit Application No. PL2017-173 - 1352 Madrona Drive – Electoral Area E**

Helen Sims, agent for applicant, spoke in support of the application

It was moved and seconded that the Board approve Development Variance Permit No. PL2017-173 to legalize the siting of an existing deck, portion of the house, stairs and to permit the construction of an addition by reducing the setback to the sea and interior side lot line subject to the terms and conditions outlined in Attachments 2 to 3.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Variance Permit No. PL2017-173.

CARRIED UNANIMOUSLY

**Development Variance Permit Application No. PL2018-125 - 2612 Sea Blush Drive – Electoral Area E**

It was moved and seconded that the Board approve Development Variance Permit No. PL2018-125 to increase height for an accessory building subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY

It was moved and seconded that the Board direct staff to complete the required notification for Development Variance Permit No. PL2018-125.

CARRIED UNANIMOUSLY

**Request for Frontage Relaxation in Relation to a Subdivision**

**Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2018-070 - 2110 Newcastle Lane and 2050 Minetown Road – Electoral Area A**

It was moved and seconded that the Board approve the request to relax the minimum ten percent perimeter frontage requirements for proposed Lot 2 in relation to Subdivision Application No. PL2018-070.

CARRIED UNANIMOUSLY

**EMERGENCY PREPAREDNESS**

**Evacuation Route Planning Grant – Community Emergency Preparedness Fund**

It was moved and seconded that the grant application by the Regional District of Nanaimo for \$25,000 to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the completion of Evacuation Route Planning for Electoral Area E be endorsed.

CARRIED UNANIMOUSLY

It was moved and seconded that the grant application by the Regional District of Nanaimo on behalf of the District of Lantzville for \$25,000 to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the completion Evacuation Route Planning for the District of Lantzville be endorsed.

CARRIED UNANIMOUSLY

**Livestock Emergency Sheltering Agreement Renewals**

It was moved and seconded that the Livestock Emergency Sheltering Agreement Renewal between the Regional District of Nanaimo and Culverden Holdings Ltd. for a five year term commencing January 1, 2019 and ending December 31, 2023 be approved.

CARRIED UNANIMOUSLY

It was moved and seconded that the Livestock Emergency Sheltering Agreement Renewal between the Regional District of Nanaimo and the Arrowsmith Agricultural Association for a five year term commencing January 1, 2019 and ending December 31, 2023 be approved.

CARRIED UNANIMOUSLY

It was moved and seconded that the Livestock Emergency Sheltering Agreement Renewal between the Regional District of Nanaimo and the Coombs Hillers Community Organization for a five year term commencing January 1, 2019 and ending December 31, 2023 be approved.

CARRIED UNANIMOUSLY

**Red Cross Community Partnerships BC Fires 2018 – Community Gathering Grant Update**

It was moved and seconded that the Red Cross Community Partnerships BC Fires 2018 – Community Gathering Grant report be received for information.

CARRIED UNANIMOUSLY

**ADJOURNMENT**

It was moved and seconded that the meeting be adjourned.

CARRIED UNANIMOUSLY

TIME: 2:02 PM

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CHAIR