

**REGIONAL DISTRICT OF NANAIMO**

**ELECTORAL AREA 'A' PARKS, RECREATION AND CULTURE COMMISSION  
WEDNESDAY, NOVEMBER 20, 2013  
7:00 PM**

*(Cedar Secondary School Library)*

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS**

- 3                    **Francois Brassens**, Vice President, Cedar Ball Hockey Challenge Association
- Motion to receive late delegation.*

**MINUTES**

- 4-6                Minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held September 11, 2013.
- 7-8                Minutes of the Electoral Area 'A' Recreation Grants Sub-Committee meeting concluding October 24, 2013 via email.
- Motion to approve Minutes.*

**BUSINESS ARISING FROM THE MINUTES**

Grants in Aid Approvals

**CORRESPONDENCE/COMMUNICATIONS**

- 9                    **D. Smith, Cedar 1<sup>st</sup> Scouts to S. Pearson, RDN**, RE: Thank you for Grant Funds

**REPORTS**

***PARKS***

- Regional and Community Parks and Trail Report Sept/Oct 2013 *(verbal)*
- Skate Park Construction Update *(verbal)*
- 10-11              5 Year Parks Goals and Projects List
- 12-14              Cedar Skate Park Tender Award Board Report *(for information only)*
- Motion to receive Reports.*

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

School District 68 Facility Closures – Community Space

Federal Gas Tax Transfer Funds

Skate Park Grand Opening Sub-Committee

15 2014 Budget Schedule

17-18 2014 Commission Appointments – Jim, Chris, Eike, Angela

**COMMISSIONER ROUND TABLE**

**ADJOURNMENT**

*Motion to adjourn.*

**NEXT MEETING**

**February 19, 2014**

**7:00pm**

**Cedar Heritage Centre**

**RE: Developing Recreation in Electoral Area 'A'**

**From:** Cedar Ball Hockey Challenge [mailto:[cedarballhockeychallenge@shaw.ca](mailto:cedarballhockeychallenge@shaw.ca)]

**Sent:** Wednesday, October 16, 2013 10:18 AM

**Subject:** October 22nd Delegation Request.

As per our conversation I would like to make a delegation request for the October 22nd RDN meeting. The CBHCA is a non profit organization committed to developing recreation in the RDN Electoral Area A region. As VP I would like to speak to the possibility of utilizing some of the property adjacent to the newly developing Cedar skate park as a strong site potential for a complimentary recreational facility that could house multi purpose courts, public washrooms and what have you. Please feel free to contact me with any questions or concerns that you may have and thank you for your help and attention with this request.

Take care,

**Francois Brassens . Vice President**  
*Cedar Ball Hockey Challenge Association*

p. 250.713.8533

e. [cedarballhockeychallenge@shaw.ca](mailto:cedarballhockeychallenge@shaw.ca)

w. [cedarballhockeychallenge.ca](http://cedarballhockeychallenge.ca)

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**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA 'A'  
PARKS, RECREATION AND CULTURE COMMISSION  
REGULAR MEETING HELD  
WEDNESDAY, SEPTEMBER 11, 2013 AT 7:00PM  
AT CEDAR HERITAGE CENTRE**

**Attendance:** Alec McPherson, RDN Director, Chair  
Jim Fiddick  
Angela Vincent-Lewis  
Kerri-Lynne Wilson  
Patti Grand  
Chris Pagan  
Bernard White

**Staff:** Dean Banman, Manager of Recreation Services  
Elaine McCulloch, Parks Planner  
Ann-Marie Harvey, Recording Secretary

**Regrets:** Carolyn Mead  
Eike Jordan

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**CALL TO ORDER**

Chair McPherson called the meeting to order at 7:07pm.

**MINUTES**

MOVED Commissioner Grand, SECONDED Commissioner Fiddick that the minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held June 19, 2013 be received.

CARRIED

**CORRESPONDENCE/COMMUNICATIONS**

MOVED Commissioner Vincent, SECONDED Commissioner Wilson that the following correspondence be received:

**K. St. Cyr/ B. Stupich, Cedar Family of Community Schools** to Regional District of Nanaimo, RE: Grant Support

**D. Slater, St. Philip Cedar to S. Pearson, RDN,** RE: Grant in Aid, Area A

**S. Pearson, RDN to F. Garnish, Cedar School and Community Enhancement Society,** RE: Cedar Heritage Centre Lease Renewal

CARRIED

**PARKS**

**Cedar Skate Park Update** (verbal)

Ms. McCulloch gave an update on the award of contract for the Cedar Skatepark to Newline Skateparks Inc. who was the lowest bidder on the project. Board approval was granted on Aug 27<sup>th</sup> and construction began

on Sept 9<sup>th</sup>. The estimated completion date for the contract is the end of November- a 13 week construction schedule.

*7:14pm Commissioner White joined the meeting.*

Ongoing meetings with the school district are scheduled to ensure disruption is minimized during construction. RDN and Newline staff met with the immediate neighbours to inform them of the construction schedule and provide contact information should they have questions. Construction updates will be posted on the RDN Cedar Skatepark webpage – [www.rdn.bc.ca/parks](http://www.rdn.bc.ca/parks).

Potential change orders that are currently being considered include: 1) bringing permanent power to the site and installing electrical conduits to allow lighting in the future; and 2) the removal of a soil mound and blackberries located in the parking lot in order to improve sightlines into the park.

Park Naming – The park will officially be known as the *Cedar Skatepark* as suggested by the Cedar Skateboard Park Association.

Ideas for the Spring Grand Opening were discussed and at a later date as Sub-committee may be formed to organize events for the opening.

Chair McPherson inquired about the potential need for security cameras at the park. Staff will look into what other jurisdictions are using for security at their skateparks.

MOVED Commissioner Grand, SECONDED Commissioner Vincent that the Cedar Skate Park Update be received.

CARRIED

## **RECREATION**

### **Recreation Update**

Mr. Banman updated the Commission about the resignation of Sandra Pearson, Superintendent of Recreation Services and the hopes of having someone in place by the next meeting. He noted until then, any inquiries that would have gone to Sandra, to please direct them to him for the interim.

Mr. Banman gave an update on the 2013 capital projects have been done including the HVAC, exterior paint, new gutters/downspouts, landscaping and next will be the exterior doors replaced for 2013.

Mr. Banman reminded that the grant deadline is September 27, 2013 and after that time a sub-committee meeting will be scheduled.

He noted that the 2014 Budget process has started and the next meeting, November 20<sup>th</sup>, more information for the 2014 budgets will be on the agenda for discussion.

MOVED Commissioner Wilson, SECONDED Commissioner White the Recreation Update be received.

CARRIED

## **NEW BUSINESS**

### **Volunteer Mileage Policy**

Mr. Banman explained the RDN's acknowledgement for the volunteer mileage costs for those members who are eligible and not already reimbursed by another organization. He noted that Commission members should send Ms. Harvey their one way kilometre distance from their home to Cedar Heritage Centre.

Chair McPherson said he would get back to the Commission about an inquiry of a volunteer dinner once a year that he thought had been passed by the Board.

### **Grants in Aid Deadline**

Discussed prior.

## **COMMISSIONER ROUND TABLE**

**Commissioner Fiddick** noted his concern of the busy Nelson Road boat launch.

**Commissioner Grand** said she has enjoyed researching different aspects of skateboard parks and their shapes.

**Commissioner Pagan** went to Nanaimo River Park over the summer. It is very nice park and trails. Although not in our area, Blue Heron Park is also very nice and would love to see a park like this in Electoral Area A.

**Commissioner McPherson** told the Commission that the residents around Quenell Lake have sent a letter to MOTI for more signage in the area. He said he would scan the letter and send it to Ms. McCulloch. He was told MOTI would put up more signage but that it would have to go through the RDN.

## **ADJOURNMENT**

MOVED Commissioner Grand, SECONDED Commissioner Wilson, that this meeting be adjourned.

TIME: 7:50 PM

CARRIED

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Chairperson

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA 'A'  
RECREATION AND CULTURE GRANT-IN-AID PROGRAM SUB-COMMITTEE  
MEETING HELD VIA EMAIL CORRESPONDENCE, CONCLUDING OCTOBER 24, 2013**

**Attendance:** C. Pagan, Commissioner  
A. Vincent-Lewis, Commissioner  
E. Jordan, Commissioner

**Staff:** D. Banman, Manager of Recreation Services  
A. Harvey, Senior Secretary

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The budget for the 2012 Grant-In-Aid was presented as follows:

Annual Budget 2013	\$ 8,000.00
Grant funds disbursed to date in 2013	\$ 5,884.00
<b>Grant funds remaining in 2013</b>	<b>\$ 2,116.00</b>

**REVIEW OF FALL 2013 APPLICATIONS**

Two applications were received for funding from the same organization with a request of **\$1,500.00 and \$1,227.00**. Following is a general summary of the application:

<b>Organization</b>	<b>Description</b>	<b>Requested</b>
Cedar School & Community Enhancement Society	To purchase non consumable art supplies: table top easels; cutting mats, art instructional display table, projector, drawing board cover, clamp on table easels, floor tarps, paint brushes, pallets and storage trolley for a new art program for people with disabilities.	\$1,500.00
Cedar School & Community Enhancement Society	To purchase (10) 72" folding tables + (2) 96" folding tables & (6) folding tables to replace the 10+year old current tables that are broken, damaged and very heavy for patrons.	\$1,227.00

**Cedar School & Community Enhancement Society**

This application pertains to the purchase of non-consumable art supplies for a new art program for the community that offers youth to adults with disabilities a weekly class that will provide an educated and creative experience that fosters an understanding of art and expression. Painting, clay work, drawing, sculpture, paper making, and more will be demonstrated with supportive assistance provided when requested.

The Committee endorsed \$889.00 towards the cost of non-consumable art supplies.

**Cedar School & Community Enhancement Society**

This application pertains to the purchase new tables for the Cedar Heritage Centre (CHC). These tables will replace broken and damaged tables that are presenting a hazard to patrons of the CHC. The existing

tables are over 10 yrs old, breaking down and are vel) heavy. This contributes to difficult set up and take down for the groups using them. The tables chosen to purchase are between 25- 40 lbs. this making them more manageable. The tables have a 10 year factory warranty as we have chosen commercial grade materials as some resin folding tables are poorly manufactured and would be a waste of money.

The Cedar Heritage Centre is a community building offering a venue for meeting, parties programs, and presentations for many groups and individuals in the area. It is a valued asset to our community as indicated by it daily use.

The Committee endorsed \$1,227 towards the cost of lighwieght tables.

### **SUMMARY**

The total amount of funds requested in the grant applications received exceeded the amount available in the 2013 Grant Budget and has been adjusted accordingly. The committee felt that the replacement of the tables would provide a greater service to a broader group of community members and so felt the full amount should be funded for the tables and the remainder of the funds to support the art program.

### **RECOMMENDATION(S)**

That the Electoral Area 'A' Grant-In-Aid application for Cedar School & Community Enhancement Society, be approved for a total of \$1,227.00 to purchase lightweight tables.

That the Electoral Area 'A' Grant-In-Aid application for Cedar School & Community Enhancement Society, be approved for a total of \$889.00 to purchase art supplies.



# 1<sup>ST</sup> CEDAR SCOUTS

P.O. Box 77

CEDAR, BC

V9X 1W1

250-619-8358



Sandra Pearson  
Superintendent of Recreation Program Services  
RDN Recreation and Parks  
830 West Island Highway  
Parksville, BC  
V9P 2X4

October 18, 2013

Dear Ms. Pearson,

On May 31, 2013, the Regional District of Nanaimo awarded our Scouting group with a funding grant to help us to continue to run our programs for local youth. The 1<sup>st</sup> Cedar Scouts groups have a long standing reputation in our community for offering quality, outdoors-based programs to the youth of our area, and without the support of local government and service groups, our mission would be very difficult.

Your continued support of our group has allowed us to maintain a high level of quality of our equipment, which the youth use almost every weekend of the year. This not only allows them to be outdoors, learning the skills that Scouting teaches, but ensures they are safe when doing so by having up-to-date, safe equipment at their disposal.

Your donation is truly in the spirit of Scouting and Community.

Yours in Scouting,

A handwritten signature in cursive script, appearing to read "Doug Smith".

Doug Smith, Group Commissioner  
1<sup>st</sup> Cedar Scouts

# RDN Electoral Area 'A' Community Parks

## 5-Year Project Planning: 2014-2018

### PLANNING WORKSHEET

November 2013

A suggested schedule for completion of each phase of the process is presented in the following chart.  
This schedule is provided for planning purposes only and is subject to change to accommodate budget & staffing resources.

	Park Code	2014	2015	2016	2017	2018	2014 Budgeted Amount	Notes
<b>High Priority Projects</b>								
Administrative support for PRC Commission		■	■	■	■	■		
Cedar Skateboard Bike Park: grand opening	A-15	■					\$200	
Water Access (MoTI undeveloped roads) assessment - by Commission	n/a	■						
Trail Planning (MOTI undeveloped roads) - by Commission		■						
Quennell Lake Car Top Boat Launch: signage	BA-58	■					\$500	to come out of DEVELOPMENT COSTS - SIGNAGE (1-2-2080-4861)
<b>Medium Priority Projects</b>								
Cedar Plaza: Kiosk construction c/w interpretive signage	A-6		■					\$22,331 - funds provided by developer as condition of rezoning
Cedar Plaza: bench installation	A-6		■					\$2,500 - funds provided by developer-cash in lieu
Quennell Lake Car Top Boat Launch: dock	BA-58			■			\$15,000	
<b>Low Priority Projects</b>								
Macmillan Rd to Woodridge Rd: boardwalk connection	A-10; A-13							
Kipp Rd: development of public access points and a trail network	A-9							planning to wait until there is a development application on adjacent lands (City of Nanaimo)
Whiting Way CP: park master plan (trail connections)	A-12							potential connection to Yellowpoint Ecopark (CVRD)
Thelma Griffiths: design & installation of historical signage	A-11							staff to follow up with SWACA; if not interested in the project remove from project list
Property Assessment for Acquisition #1 (in camera item)								
<b>Other Projects</b>								
Community Trail development in South Wellington								commission members to investigate
Parkland acquisition or lease for Cassidy		■	■	■	■	■		
Roadside trail development as per 2009 Active Transportation Plan		■	■	■	■	■		Investigate grant opportunities - Holden Corso may be a priority
Trail acquisition-western edge of York Lake (Cedar Main street Town Center Plan)								
							Completed cost	
<b>Completed Projects 2013</b>								
Cedar Skatepark: construction								Estimated cost: \$590,000 (based on grant application)
Cedar Skatepark: construction drawings (to 100%) & tender							\$31,228	
Property Assessment for Acquisition #2 (in camera item)								
Property Assessment for Acquisition #3 (in camera item)								
<b>Completed Projects 2012</b>								
Quennell Lake car top boat launch							\$5,671	Total cost: \$30,483 (contributions: MFLNRO \$21,812; Mid-Island Castaways Fly Fishing Club \$1,000; community member \$2,000)
Cedar Skateboard Bike Park: grant application							\$0	
Cedar Skateboard Bike Park: construction drawings (to 85%)							\$21,228	these funds came from the \$139,000 reserve fund previously set aside for skateboard bike park
Cedar Skateboard Bike Park: detailed geotechnical report							\$5,000	
Cedar Plaza: Kiosk (tipple) concept & construction drawings	A-6						\$1,080	
Pebble Beach BA: MOT lease; porta potty, g.can & dog sign	BA-6						\$7,205	

## POTENTIAL COMMUNITY PARK PROJECTS

Note: this summary was created through the review of the following planning documents:

ATP = Electoral Area 'A' Active Transportation Plan (2009); CTS = Electoral Area 'A' Community Trails Study (2005); WP = Electoral Area 'A' Community Parks 5-Year Work Plan (2012)

November 13, 2013

Reference Plan	Potential Project	Park Code	Staff Priority	Commission Priority	Notes	
<b>Park Development</b>						
WP	Thelma Griffiths CP: kiosk & historical signage	A-11			Staff to follow up with SWACA; if not interested REMOVE from project list	
WP	Skateboard/Bike Park parking lot design & construction		HIGH	LOW		
WP	Cedar Plaza: Kiosk construction c/w interpretive signage		HIGH		funds provided by developer as condition of rezoning	
WP	Cedar Plaza: bench install		HIGH		funds provided by developer as condition of rezoning (cash-in-lieu)	
<b>Park Planning</b>						
WP/CTS	Whiting Way CP: Park Master Plan (trails)	A-12		LOW	potential trail connection to Yellowpoint Ecopark (CVRD)	
WP	Ivor Rd CP / Glenneath Rd CP: Park Master Plan	A-03; A-04		REMOVE		
WP	Fawcett Rd CP: Park Master Plan	A-01		REMOVE		
WP/CTS	Kipp Rd CP: Park Master Plan	A-09		LOW	wait until there is a development application on adjacent lands (City of Nanaimo)?	
<b>Trail Planning</b>						
WP	Woodridge CP & MacMillan CP trail connection	A-10; A-13		LOW	involves potential boardwalk	
ATP	Assessment of trail development potential of URAs			HIGH	Commission members to undertake assessment & provide report	
ATP/CTS	Investigate grants to support an RDN-MoTI study of roadside improvement potential			LOW	RDN in discussions with Ministry of Community, Sport & Cultural Development regarding regulatory approval for Roadside Trails/sidewalks; may take a few years	Holden-Corso may be a priority
CTS	Community Trail development in South Wellington			LOW	this project is <u>not</u> mentioned in the ATP	
<b>Water Access Development</b>						
ATP/CTS	Identify water accesses for development			HIGH		
	. Oceanfront water accesses (MoTI)					
	. Holden Lake (MoTI) (Bean Rd?)					
<b>Parkland Acquisition</b>						
WP	Cassidy Area: parkland acquisition or lease					
CTS	Trail acquisition along western edge of York Lake				this is also mentioned in the draft Cedar Main street Plan	
<b>Other Projects</b>						
	Nairne Rd. to Morden Colliery Regional Trail connection		HIGH		requires STAT ROW	
<b>5 YEAR GOALS:</b>						
To focus on trail development, connections and water access.						

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**TO:** Tom Osborne  
General Manager, Recreation and Parks

**DATE:** August 12, 2013

**FROM:** Elaine McCulloch  
Parks Planner

**FILE:**

**SUBJECT: Cedar Skateboard/Bike Park Construction Tender Award**

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**PURPOSE**

To award the tender for the construction of the Cedar Skateboard/Bike Park.

**BACKGROUND**

After ten years of planning and fundraising to build a skateboard park in Electoral Area 'A', the goal to raise the necessary project funds was achieved in 2012. The estimated \$625,000 required to construct the skateboard park was attained through a grant of \$439,410 from the Provincial Community Recreation Program, \$139,000 from the Electoral Area 'A' Community Parks Operational Reserves, and a \$47,763 donation from the Cedar Skatepark Association.

In February 2013, a ten year Licence of Use Agreement with School District No. 68 was signed for the 3,100 sq. m. Cedar Skatepark site and the adjacent 7,900 sq.m. staging area located on the Cedar Community Secondary School site off Walsh Road. Once the land was secured, staff directed the design consultant, van der Zalm and Associates to proceed with completing the construction and tender documents for the project. RDN staff review and input has been incorporated into the detailed design and tender documents for the project.

The Cedar Skateboard/Bike Park Construction Project was competitively tendered between July 10, 2013 and July 31, 2013. A total of three bids were received at closing. The bid results were as follows:

- New Line Skateparks Ltd. \$ 475,454
- EHR Mechanical Ltd. \$ 556,488
- Spectrum Skatepark Creations Ltd. \$ 530,280

All bidders indicated that they are available to start construction in August 2013 with a substantial completion date of November 2013. This timeline will allow the project to commence this fall and be completed within the timelines provided under the Province of BC Community Recreation Program.

New Line Skateparks Ltd., the lowest tender, has submitted a compliant bid. Van der Zalm and Associates has worked with New Line Skateparks on numerous cast-in-place skatepark construction projects, and considers them suitably qualified to carry out the work. In 2009 the Regional District of Nanaimo retained the services of New Line Skateparks to work with the Cedar community and staff to develop the Cedar Skatepark concept design.

**ALTERNATIVES**

1. Award a contract to New Line Skateparks Ltd. for the Cedar Skateboard/Bike Park Construction Project for the tendered price of \$475,454.
2. That the contract for the Cedar Skateboard/Bike Park Construction Project not be awarded to New Line Skateparks Ltd. and alternative direction be provided.

**FINANCIAL IMPLICATIONS**

The total cost for the completion of the Cedar Skateboard/Bike Park is as follows:

Design Services (Completed)	\$ 31,125
Construction Services	\$ 4,000
Construction Contract	\$ 475,454
Additional site finishings	\$ 17,500
Project Contingency	\$ <u>35,000</u>
<b>Total Project Cost</b>	<b>\$ 563,079</b>

The total budget for the Cedar Skateboard/Bike Park Construction Project is \$625,000, including design services, construction services, construction contract, taxes and contingency. New Line Skateparks Ltd.'s price for the construction of this project is \$475,454. Based on the anticipated total project cost of \$563,079 the project is expected to come in under budget by \$61,921. It is of note that the total project cost also includes a project contingency of \$35,000.

The cost-sharing formula for the Community Recreation grant allows for up to 80% provincial contribution. Therefore, the RDN's financial contribution to the project may be reduced to \$75,906 from the original \$139,000 set aside for the project from Electoral Area 'A's Community Parks operational reserve budget – a potential savings to the RDN of \$63,094.

\$ 439,410	grant (78% of project cost)
\$ 47,763	donations
\$ <u>75,906</u>	RDN contribution
\$ 563,079	

**SUMMARY/CONCLUSIONS**

A competitive public tendering process was completed on July 31, 2013 for the Cedar Skateboard/Bike Park Construction project. Of the three bids that were received the lowest compliant bid was New Line Skateparks Ltd. for a value of \$475,454. Following Board review and approval, construction is scheduled to commence on September 3, 2013.

Van der Zalm and Associates recommend that New Line Skateparks Ltd. be awarded the Cedar Skateboard/Bike Park Construction project for the price of \$475,454. Staff supports this recommendation.

**RECOMMENDATION**

That the Cedar Skateboard/Bike Park Construction Project be awarded to New Line Skateparks Ltd. for the tendered price of \$475,454.



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Report Writer



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Manager Concurrence



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General Manager Concurrence



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A/CAO Concurrence

## **PROPOSED 2014 BUDGET TIMELINE**

### **RECOMMENDATIONS:**

That the following schedule for the review and adoption of the 2014 to 2018 financial plan be approved:

November 19, 2013	Information seminar to Board for 2014 preliminary budget
November 26, 2013	Presentation of 2014 preliminary budget at Board Meeting
January 30, 2014	Presentation of 2014 to 2018 financial plan at Special Committee of the Whole Meeting
February 11, 2014	Presentation of financial plan at Committee of the Whole Meeting
February 17, 2014	Publication of budget edition of Regional Perspectives
March 11, 2014	Introduce bylaw to adopt the 2014 to 2018 financial plan
March 25, 2013	Adopt financial plan bylaw







## BOARD APPOINTMENTS

ADVISORY COMMITTEES/ COMMISSIONS

Application for Consideration by the Board for Appointments to Regional District of Nanaimo Advisory Committees and Commissions

Please check position(s) for which you are applying:

Electoral Area 'A' Parks, Recreation and Culture Commission		Electoral Area 'B' Parks & Open Space Advisory Committee	
Electoral Area 'F' Parks & Open Space Advisory Committee		Electoral Area 'G' Parks & Open Space Advisory Committee	
Electoral Area 'H' Parks & Open Space Advisory Committee		East Wellington/Pleasant Valley Parks & Open Space Advisory Committee	
Nanoose Bay Parks & Open Space Advisory Committee		Board of Variance	
Grants-in-Aid Committee		District 69 Recreation Commission	
Agricultural Advisory Committee		Drinking Water and Watershed Protection Technical Advisory Committee	

Name:	
Civic Address:	City:
Mailing Address (if different than above):	
Postal Code:	Email:
Home Phone:	Work Phone:
Occupation:	
Employer:	

*Please attach additional pages if required for the following questions:*

History of Community Involvement:
Do You Belong to any Community Affiliations (please specify):
Reason for Seeking Appointment:

I, \_\_\_\_\_, hereby signify that I am willing to accept an appointment to the Regional District of Nanaimo Advisory Committee(s)/Commission(s).

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

The purpose of this form is to provide information which will assist the Board in knowing each candidate better. The person whose name is being put forward as a candidate must sign this application in order to signify that he or she would be willing to accept the appointment should it be made.

Submit to:  
Regional District of Nanaimo  
6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2  
Phone: 250.390.4111, Toll Free: 1.877.607.4111, Fax: 250.390.4163, Email: [corpsrv@rdn.bc.ca](mailto:corpsrv@rdn.bc.ca)