

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA SERVICES COMMITTEE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, SEPTEMBER 13, 2016 AT 2:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G

Regrets:

Director M. Young	Electoral Area C
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Also in Attendance:

D. Trudeau	Interim Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
J. Hill	A/Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director Transportation & Emergency Planning Services
J. Holm	Mgr. Current Planning
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

MINUTES

Regular Electoral Area Planning Committee meeting held Tuesday, July 12, 2016.

MOVED Director Stanhope, SECONDED Director McPherson, that the minutes of the Regular Electoral Area Planning Committee meeting held Tuesday, July 12, 2016 be adopted.

CARRIED

Emergency Management Select Committee meeting held Monday, July 25, 2016.

MOVED Director Stanhope, SECONDED Director Rogers, that the minutes of the Emergency Management Select Committee meeting held Monday, July 25, 2016 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Councillor Barbara Price and Director Noba Anderson, Association of Vancouver Island Coastal Communities, re Electoral Area Forum at AVICC Convention – Input Requested.

MOVED Director Stanhope, SECONDED Director Fell, that the correspondence from Councillor Barbara Price and Director Noba Anderson, Vancouver Island Coastal Communities, regarding the Electoral Area Forum at the Association of Vancouver Island and Coastal Communities Convention be received.

CARRIED

Alan J. Short, re Request for Property Hearing Rescheduling, 992 Lee Road, Electoral Area ‘G’ – Unsightly Premises.

MOVED Director Stanhope, SECONDED Director Fell, that the correspondence from Alan J. Short regarding a request for a property hearing rescheduling for 992 Lee Road, Electoral Area ‘G’, be received.

CARRIED

PLANNING

DEVELOPMENT PERMIT

Development Permit Application No. PL2016-081 – 2821 Parker Road East – Electoral Area ‘E’.

MOVED Director Rogers, SECONDED Director McPherson, that the Board approve Development Permit No. PL2016-081 to amend Development Permit No. 60425 and allow the release of a Section 219 covenant on the subject property, subject to the conditions outlined in Attachments 2 to 3.

CARRIED

Development Permit Application No. PL2016-120 – Lot 30, Terrien Way – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director McPherson, that the Board approve Development Permit No. PL2016-120 to permit the placement of fill and the construction of a dwelling unit on the property subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2016-107 – Lot 56, Plan 47638 – Electoral Area ‘E’.

MOVED Director Rogers, SECONDED Director Stanhope, that the Board approve Development Permit with Variance No. PL2016-107 to permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

MOVED Director Rogers, SECONDED Director Stanhope, that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2016-107.

CARRIED

Development Permit with Variance Application No. PL2016-122 – 892 McFeely Drive – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Fell, that the Board approve Development Permit with Variance No. PL2016-122 to permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

MOVED Director Stanhope, SECONDED Director Fell, that the Board direct staff to complete the required notification for Development Permit with Variance No. PL2016-122.

CARRIED

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-093 and Frontage Relaxation Application No. PL2016-011 – 1150 Ganske Road – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director McPherson, that the Board approve Development Variance Permit No. PL2016-093 to increase the permitted parcel depth for proposed Lot A from 40% to 44% and Lot B from 40% to 43% of the length of the perimeter of the parcel subject to the conditions outlined in Attachment 2.

CARRIED

MOVED Director Stanhope, SECONDED Director McPherson, that the Board direct staff to complete the required notification for Development Variance Permit No. PL2016-093.

CARRIED

MOVED Director Stanhope, SECONDED Director McPherson, that the Board approve the request to relax the minimum 10% perimeter frontage requirement for proposed Lot B in relation to Subdivision Application No. PL2016-011.

CARRIED

Development Variance Permit Application No. PL2016-121 – 1959 Seahaven Road – Electoral Area ‘E’.

MOVED Director Rogers, SECONDED Director Stanhope, that the Board approve Development Variance Permit No. PL2016-121 to vary the maximum permitted height and the setback from the sea to permit the construction of a dwelling unit subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

MOVED Director Rogers, SECONDED Director Stanhope, that the Board direct staff to complete the required notification for Development Variance Permit No. PL2016-121.

CARRIED

OTHER

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in Relation to Subdivision Application No. PL2016-041 – 2800 Benson View Road – Electoral Area ‘C’.

MOVED Director Rogers, SECONDED Director Stanhope, that the Board approve the requested relaxation of the minimum 10% perimeter frontage requirement for the proposed Lot B, in relation to Subdivision Application No. PL2016-041.

CARRIED

Electoral Area ‘H’ Official Community Plan Review.

Staff provided a briefing to the Committee including goals, progress to-date, key issues and next steps.

MOVED Director Stanhope, SECONDED Director Houle, that the Board receive the report on the Electoral Area 'H' Official Community Plan Review for information.

CARRIED

COMMUNITY PARKS

Amendment to Electoral Area 'B' Community Parks Bylaw No. 799.

MOVED Director Houle, SECONDED Director Rogers, that the Board rescind third reading of "Electoral Area 'B' Community Parks Local Service Amendment Bylaw No. 799.09, 2016".

CARRIED

MOVED Director Houle, SECONDED Director Rogers, that "Electoral Area 'B' Community Parks Local Service Amendment Bylaw No. 799.09, 2016" be amended as follows:

- by adding the words "and public water access sites" after the word "trails" throughout the bylaw;
- by deleting the words "and sidewalks secured by permit, licence or lease from the Province of British Columbia" from the preamble of the bylaw; and
- by deleting the words "and sidewalks" and "that are secured by way of permit, licence or lease from the Province of British Columbia Ministry responsible for public roads in Electoral Areas" from Section 1 of the bylaw.

CARRIED

MOVED Director Houle, SECONDED Director Rogers, that the Board give third reading as amended to "Electoral Area 'B' Community Parks Local Service Amendment Bylaw No. 799.09, 2016" and forward the bylaw to the Inspector of Municipalities for approval.

CARRIED

Monthly Update of Community Parks and Regional Parks and Trails Projects – June, July and August 2016.

MOVED Director Stanhope, SECONDED Director Houle, that the Parks Update Report for June, July and August 2016 be received for information.

CARRIED

PARKS AND OPEN SPACE ADVISORY COMMITTEE MINUTES AND RECOMMENDATIONS

Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Thursday, May 26, 2016.

MOVED Director Stanhope, SECONDED Director Fell, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Thursday, May 26, 2016 be received for information.

CARRIED

Phase 2 Water Access Development.

MOVED Director Fell, SECONDED Director Rogers, that staff be directed to remove the negative Regional District of Nanaimo signage from all water accesses and community parks and replace it with simple water access/community park identification signage.

CARRIED

MOVED Director Fell, SECONDED Director Houle, that staff be directed to remove the negative Regional District of Nanaimo signage from all water accesses and community parks in all Electoral Areas and replace it with simple water access/community park identification signage, and further, that this item be referred to the Electoral Area 'E' Parks and Open Space Advisory Committee.

CARRIED

Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Wednesday, June 1, 2016.

MOVED Director Stanhope, SECONDED Director Fell, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Wednesday, June 1, 2016 be received for information.

CARRIED

Stanhope Trail.

MOVED Director Stanhope, SECONDED Director Fell, that the Board direct staff to proceed with the proposed works to develop Stanhope trail.

CARRIED

FIRE PROTECTION

FIRE SERVICES ADVISORY COMMITTEE MINUTES AND RECOMMENDATIONS

Fire Services Advisory Committee meeting held Wednesday, July 6, 2016.

MOVED Director Rogers, SECONDED Director Fell, that the minutes of the Fire Services Advisory Committee meeting held Wednesday, July 6, 2016 be received for information.

CARRIED

Volunteer Fire Rescue Service Level Policy.

MOVED Director Rogers, SECONDED Director McPherson, that the Volunteer Fire Rescue Service Level Policy be adopted.

CARRIED

Fire Rescue Services Coordinator Job Description – Draft.

MOVED Director Fell, SECONDED Director Rogers, that the Fire Rescue Services Coordinator Job Description be adopted as presented.

CARRIED

MOVED Director Fell, SECONDED Director Rogers, that the Fire Rescue Services Coordinator Job Description be reviewed annually by the Fire Services Advisory Committee.

CARRIED

Appointment to the Fire Services Advisory Committee.

MOVED Director Rogers, SECONDED Director Fell, that the Fire Services Advisory Committee Terms of Reference be amended to include the Electoral Area 'A' Director.

CARRIED

BYLAW ENFORCEMENT

992 Lee Road, Electoral Area 'G' – Unsightly Premises.

MOVED Director Stanhope, SECONDED Director Rogers, that the Board, pursuant to Unsightly Premises Regulatory Bylaw No. 1073, 1996, directs the owner of Lot 2 District Lot 29 Nanoose District and Part Of The Bed Of The Strait of Georgia VIP63647 (992 Lee Road), to remove the accumulation of derelict boats, derelict trailers, various containers, rope, scrap wood, metal and pipes, assorted household garbage, discarded or disused building materials and components such as lumber, windows, wooden shutters, building wrap, and plumbing materials from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo (RDN) or its agents at the owner's cost.

CARRIED

DIRECTORS' FORUM

The Directors' Forum convened and included discussions related to planning and community parks.

MOVED Director Veenhof, SECONDED Director Stanhope, that the Committee recess and reconvene in 10 minutes.

CARRIED

RECESS: 4:07 PM

RECONVENE: 4:17 PM

The Directors' Forum reconvened and included discussions related to emergency preparedness, fire protection, bylaw enforcement, and building inspection.

BUSINESS ARISING FROM DELEGATONS, COMMUNICATIONS OR DIRECTORS' FORUM

Community Wildfire Protection.

MOVED Director McPherson, SECONDED Director Stanhope, that the Board direct staff to work with City of Nanaimo staff to determine how the city's Community Wildfire Protection Plan integrates with Electoral Area 'A' adjacent lands.

CARRIED

MOVED Director McPherson, SECONDED Director Stanhope, that the Board direct staff to prepare a report on the steps required to undertake a wildfire interface fuel inventory for Electoral Areas including possible partner's and funding sources.

CARRIED

ADJOURNMENT

MOVED Director Stanhope, SECONDED Director Rogers, that this meeting be adjourned.

CARRIED

TIME: 5:02 PM

CHAIRPERSON

CORPORATE OFFICER