

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA SERVICE COMMITTEE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, OCTOBER 11, 2016 AT 3:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

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

Regrets:

Director M. Young	Electoral Area C
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Also in Attendance:

P. Carlyle	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. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director of Transportation Services and Emergency Planning
J. Hill	Mgr. Administrative Services
J. Holm	Mgr. Current Planning
T. Brown	Intergovernmental Liason
B. Ritter	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.

Director Veenhof welcomed Phyllis Carlyle, the new Chief Administrative Officer, and Alternate Director Pinker to the meeting.

DELEGATIONS

Mitch and Ardella Freko, re 2377 Higginson Road, Nanoose Bay.

Mitch and Ardella Franko raised their concerns regarding their neighbouring property which is operating as a vacation rental citing issues of security, liability and lack of privacy.

Sam Sugita, Rogers, re Telecommunication Antenna System Application No. PL2014-139 – Electoral Area ‘C’

Sam Sugita spoke in support of Application No. PL2014-139 and requested concurrence from the Board.

ELECTORAL AREA SERVICES COMMITTEE MINUTES

Minutes of the Regular Electoral Area Services Committee meeting held Tuesday, September 13, 2016.

MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Regular Electoral Area Services Committee meeting held Tuesday, September 13, 2016, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

BC Rural Dividend Program Guide, Ministry of Forests, Lands and Natural Resource Operations

MOVED Director McPherson, SECONDED Director Fell, that the BC Rural Dividend Program Guide, Ministry of Forests, Lands and Natural Resource Operations, be received.

CARRIED

PLANNING

DEVELOPMENT PERMIT

Development Permit Application No. PL2016-125 – 939 Cypress Road, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Rogers, that the Board approve Development Permit No. PL2016-125 to permit the construction of a dwelling unit subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit Application No. PL2016-127 – 935 Cypress Road, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Rogers, that the Board approve Development Permit No. PL2016-127 to permit the construction of a dwelling unit subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Permit Application No. PL2016-135 – 67 River Terrace, Electoral Area ‘C’.

MOVED Director Pinker, SECONDED Director Rogers, that the Board approve Development Permit No. PL2016-135 to permit the construction of additions to a dwelling unit and the replacement of deck structures subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-140 – 5078 Longview Drive, Electoral Area 'H'.

MOVED Director Veenhof, SECONDED Director Fell, that the Board approve Development Variance Permit No. PL2016-140 to reduce the setback from the Other Lot Line to permit the construction of a garage subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED

MOVED Director Veenhof, SECONDED Director Fell, that the Board direct staff to complete the required notification for Development Variance Permit No. PL2016-140.

CARRIED

OTHER

Electoral Area Boundary Amendment Process, Requirements, and Implications.

Staff provided a presentation and overview of the process, requirements and implications of an Electoral Area boundary amendment.

MOVED Director Veenhof, SECONDED Director Fell, that the Electoral Area Boundary Amendment Process, Requirements, and Implications report be referred to the Strategic Planning Session.

After debate the mover withdrew the motion with consent of the assembly.

MOVED Director McPherson, SECONDED Director Veenhoff, that the Electoral Area Boundary Amendment Process, Requirements, and Implications report be referred to the November Electoral Area Services Committee meeting.

CARRIED

Telecommunication Antenna System Application No. PL2014-139 – Electoral Area 'C'.

MOVED Director Pinker, SECONDED Director McPherson, that the Board instruct Regional District of Nanaimo staff to advise ROGERS COMMUNICATIONS Inc. and Innovation, Science and Economic Development Canada of the following:

ROGERS COMMUNICATIONS INC. has satisfactorily completed its consultation with the Regional District of Nanaimo;

The Regional District of Nanaimo is satisfied with ROGERS COMMUNICATIONS INC.'s public consultation process and does not require any further consultation with the public; and

The Regional District of Nanaimo concurs with ROGERS COMMUNICATIONS INC.'s. proposal to construct a wireless telecommunications facility on the property parcel legally described as Section 16, Range 3, Cranberry District provided it is constructed substantially in accordance with the plans submitted to it.

CARRIED

Electoral Area Telecommunication Antenna System Consultation and Information Policy.

Staff provided an overview of the Electoral Area Telecommunication Antenna System Consultation and Information Policy.

MOVED Director Fell, SECONDED Director Veenhof, that the Electoral Area Telecommunication Antenna System Consultation and Information Policy be referred back to staff for reconsideration at the next Electoral Area Services Committee meeting.

CARRIED

COMMUNITY PARKS

PARKS AND OPEN SPACE COMMITTEE MINUTES AND RECOMMENDATIONS

Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, September 19, 2016.

MOVED Director Houle, SECONDED Director Veenhof, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Monday, September 19, 2016 be received for information.

CARRIED

Bylaw Referral Park Implications – Gabriola Island Local Trust Committee Bylaw Nos. 289 & 290 (Density Transfer).

MOVED Director Houle, SECONDED Director Veenhof, that the Gabriola Island Local Trust Committee of the Islands Trust be advised that the proposed 136-hectare park land addition to the 707 Community Park is acceptable and that further information and discussion is required prior to the park land dedication in conjunction with the subdivision of the 'receiver' parcels, specifically in regards to whether the Mallett Creek reservoir and dam be included within the park land dedication area.

CARRIED

Minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Wednesday, September 21, 2016.

MOVED Director Rogers, SECONDED Director Pinker, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, September 21, 2016 be received for information.

CARRIED

Salish Sea Marine Trail Proposal BC Marine Trails Network Association.

MOVED Director Veenhof, SECONDED Director Houle, that the Board direct staff to work with the BC Marine Trails Network Association on developing a partnership agreement for Electoral Area 'A' Parks, Recreation and Culture Commission review, that establishes the Nelson Road Boat Launch as a Salish Sea Marine Trail access point, noting the parking congestion and a lack of available services.

CARRIED

Cedar Heritage Centre Agreement

MOVED Director McPherson, SECONDED Director Pinker, that the Board direct staff to enter into discussions with Cedar School and Community Enhancement Society to discuss an extension of the current Lease and Site License Agreement to December 31, 2018.

CARRIED

DIRECTOR'S FORUM

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

BUSINESS ARISING FROM DELEGATIONS, COMMUNICATIONS OR DIRECTORS' FORUM

BC Rural Dividend Program Guide, Ministry of Forests, Lands and Natural Resource Operations – List of Possible Projects for 2017 Round of Funding for Discussion.

MOVED Director Veenhof, SECONDED Director Rogers, that the Board recommend the projects that are listed as feasible for the October 31, 2016 deadline for the second application intake of the BC Rural Dividend Program.

CARRIED

NEW BUSINESS

Notice of Motion – Sleepy Hollow.

Director Fell noted that the following motions will be brought forward to the November 22, 2016 Electoral Area Services Committee agenda:

That Planning staff are requested to proceed with all planning requirements necessary to enable completion of the Sleepy Hollow subdivision in approximate accordance with layouts proposed in 1997.

That staff are directed to amend Bylaws 1152, 1285 and 1615 to bring these bylaws into compliance with the final Sleepy Hollow layout.

In Camera

MOVED Director Veenhoff, SECONDED Director Houle, that pursuant to Sections 90 (1) (e), (f), (i) and (k) of the *Community Charter* the Committee proceed to an In Camera Meeting for discussions related to land acquisition, law enforcement, solicitor-client privilege, and the proposed provision of a service.

CARRIED

TIME: 4:47pm

ADJOURNMENT

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

CARRIED

TIME: 5:10 PM

CHAIRPERSON

CORPORATE OFFICER