

**REGIONAL DISTRICT OF NANAIMO**

**REGULAR BOARD MEETING**

**TUESDAY, APRIL 9, 2002**

**7:30 PM**

*(Nanaimo City Council Chambers)*

**A G E N D A**

**PAGES**

1. **CALL TO ORDER**
2. **DELEGATIONS**
  - 9 **Ron Tomlin, Port Theatre**, re Referendum Vote, November 2002.
  - 10 **Ted Jeffs**, re Inclusion of Property in the City of Nanaimo.
  - 11 **Jim Rutter, Garry Oak Ecosystems Recovery Team**, re Recovery Strategy for Garry Oak and Associated Ecosystems and their Associated Species at Risk in Canada.
3. **BOARD MINUTES**
  - 12-33 Minutes of the Board meeting held on Tuesday, March 12, 2002 and the Special Board Meeting held on Tuesday, March 26, 2002.
4. **BUSINESS ARISING FROM THE MINUTES**
5. **COMMUNICATIONS/CORRESPONDENCE**
  - 34-46 **Jim Rutter, Garry Oak Ecosystems Recovery Team**, re Recovery Strategy for Garry Oak and Associated Ecosystems and their Associated Species at Risk in Canada.
6. **UNFINISHED BUSINESS**
7. **STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**
  - 7.(I) **ELECTORAL AREA PLANNING STANDING COMMITTEE**
    - 47-49 Minutes of the regular Electoral Area Planning Committee meeting held March 26, 2002. (for information)

## PLANNING

### AMENDMENT APPLICATIONS

#### **Zoning Amendment Application – Chouinard – 7184 Lantzville Road – Area D.** (Electoral Area Directors except EA 'B' - One Vote)

1. *That the minutes of the Public Information Meeting held March 14, 2002 for Amendment Application No. 0201, submitted by Winnifred Chouinard, to amend the Commercial 2 (CM2) zone by removing site area requirements for Residential Use, and specifically for the subject property legally described as Lot 6, District Lot 27G (Formerly Known as District Lot 27), Wellington District, Plan 6757, be received for information.*
2. *That Amendment Application No. 0201, submitted by Winnifred Chouinard, to amend the Commercial 2 (CM2) zone by removing site area requirements for Residential Use, and specifically for the subject property legally described as Lot 6, District Lot 27G (Formerly Known as District Lot 27), Wellington District, Plan 6757, be given 1<sup>st</sup> and 2<sup>nd</sup> reading.*
3. *That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.282, 2002" be advanced to a public hearing.*
4. *That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.282, 2002" be delegated to Director Haime or her alternate.*

### DEVELOPMENT PERMIT APPLICATIONS

#### **DP Application No. 0207 – Smith – Cave Road – Area H.** (Electoral Area Directors except EA 'B' - One Vote)

*That Development Permit Application No. 0207, to facilitate the relocation of a recreational residence and decks to be located a minimum of 10.5 metres and an accessory building to be located a minimum of 8.0 metres and the stairs to be located a minimum of 1.2 metres from the natural boundary of Horne Lake located within the Environmentally Sensitive Areas Development Permit Area on the property legally described as Strata Lot 52, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedule No. 2.*

#### **DP Application No. 0208 – A & W Food Services of Canada/Nanoose Hill Station Ltd. – 1666 East Island Highway – Area E.** (Electoral Area Directors except EA 'B' - One Vote)

*That Development Permit No. 0208 for the changes to the signage to the A & W Restaurant Building on the property legally described as Lot 1, of Amended Lot 167 (DD 66169-N), Nanoose District, Plan 9428 Except Parcel A (DD 80609-N) Thereof; and Except Part in Plan 19267 be approved subject to the conditions as outlined in Schedule '1' of the staff report.*

**DP Application No. 0209 – Groves – 5457 West Island Highway – Area H.**  
(Electoral Area Directors except EA 'B' - One Vote)

*That Development Permit Application No. 0209 to vary the maximum height of a dwelling unit in the Residential 2 zone pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" from 8.0 metres to 9.5 metres to facilitate the construction of a single dwelling unit and the removal of a single dwelling unit within the Hazard Lands Development Permit Area pursuant to "Shaw Hill-Deep Bay Official Community Plan Bylaw No. 1007, 1996" for the property legally described as Lot 3, District Lot 16, Newcastle District, Plan 15105 be approved subject to the conditions outlined in Schedule No. '1' and pursuant to the notification requirements of the Local Government Act.*

**DP Application No. 0212 – Stull – Cave Road – Area H.** (Electoral Area Directors except EA 'B' - One Vote)

*That Development Permit Application No. 0212 to facilitate the construction of a recreational residence and decks to be located a minimum of 8.0 metres from the natural boundary of Horne Lake and located within the Environmentally Sensitive Areas Lands Development Permit Area on the property legally described as Strata Lot 119, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedule No. 2.*

**DP Application No. 0214 – Kristjanson – Higgluson Road – Area E.** (Electoral Area Directors except EA 'B' - One Vote).

*That Development Permit Application No. 0214 to permit the construction of a shoreline protection device, consisting of granite rock, in place of the damaged retaining wall, on the property legally described as Lot 10, District Lot 102, Nanoose District, Plan 21022 be approved, subject to the conditions outlined in Schedule No. 1 of this report.*

**DEVELOPMENT VARIANCE PERMIT**

**DVP Application No. 0209– Lyon – Chartwell Road – Area G.** (Electoral Area Directors except EA 'B' - One Vote)

**Delegations wishing to speak to Application No. 0209.**

*That Development Variance Permit No. 0209, submitted by Lynda Middlemass, Agent, acting on behalf of Nancy Joan Lyon, to facilitate the development of a single dwelling unit and vary the minimum setback requirement for a building or structure within a Residential 1 zone from 5.0 metres to 3.2 metres for the other lot line located along Miraloma Drive for the property legally described as Lot 33, District Lot 88, Nanoose Land District, Plan VIP57488, be approved as submitted subject to the notification requirements pursuant to the Local Government Act.*

**7.(II) COMMITTEE OF THE WHOLE STANDING COMMITTEE**

## **COMMUNICATIONS/CORRESPONDENCE**

### **Richard Taylor, UBCM, re 2002 Resolution Process. (All Directors - One Vote)**

*That the correspondence received from UBCM with respect to the 2002 resolution process, be received.*

### **Town of Ladysmith, re Transit System. (All Directors - One Vote)**

*That the correspondence received from the Town of Ladysmith with respect to regional transit linkages between the RDN and CVRD transit systems, be received.*

### **Jim Bowden, City of Nanaimo, re Regional Transit Authority Feasibility Study Request. (All Directors - One Vote)**

*That the correspondence received from the City of Nanaimo with respect to the City's request for a feasibility study of various options and costs of providing a high frequency transit link between Malaspina University College and the downtown core, be received.*

### **Agnes & Albert Meers, re Request to Survey Park Boundaries – Crows Nest Park – Area E. (All Directors - One Vote)**

*That the correspondence received from Agnes and Albert Meers with respect to the RDN's park policy on trimming of trees in parks, be received.*

### **George Legg, re Performance Review Committee. (All Directors - One Vote)**

*That the correspondence received from George Legg with respect to comments made at the February 27, 2002 Performance Review Committee meeting, be received.*

### **Felicity Adams, re Performance Review Committee Minutes. (All Directors - One Vote)**

*That the correspondence received from Felicity Adams with respect to the minutes of the Performance Review Committee meeting held February 27, 2002, be received.*

### **Gayle Jackson, City of Parksville, re Electoral Area 'F' OCP Bylaw No. 1152.02. (All Directors - One Vote)**

*That the correspondence received from the City of Parksville with respect to a potential reduction in minimum lot size for designated resource lands which are within the ALR from 4.0 ha to 2.0 ha in Electoral Area 'F', be received.*

## **DEVELOPMENT SERVICES**

### **BUILDING INSPECTION**

#### **Section 700 Filings. (All Directors - One Vote)**

*That a notice be filed against the title of the property listed, pursuant to Section 700 of the Local Government Act and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:*

- (a) *Re-amended Lot A (DD 27360N), District Lot 8, Plan 1949, except Parts in Plans 14093, 17057 and VIP58478, Newcastle Land District, 250 Hilliers Road, Electoral Area 'G', owned by Qualicum Farms Ltd.*

## **PLANNING**

### **Request for Acceptance of Cash-in-Lieu of Park Land and Relaxation of the Minimum 10% Perimeter Requirement – Glencar Consultants on behalf of Chris Ball – Barnes & Leask Road – Area A. (All Directors except EA 'B' - One Vote)**

*That the requests, submitted by Glencar Consultants Inc., on behalf of Chris Ball, for cash-in-lieu of park land dedication be accepted and to relax the minimum 10% frontage requirement for proposed Lot 4, as shown on the plan of subdivision of Lot 1, Section 18, Range 4, Cedar District, Plan 7206 Except Parcel A (DD 94411N) Thereof and Except Part in Plan 36841, be approved subject to the applicant registering a section 219 covenant on proposed Lot 4 restricting further subdivision unless the minimum 10% requirement pursuant to section 944 of the Local Government Act can be met.*

### **Building Strata Conversion Application – Philip Sopow – 2525 Myles Lake Road – Area C. (All Directors except EA 'B' - One Vote)**

*That the request from Philip Sopow, to amend the Board resolution with respect to approval of the building strata conversion as shown on the Sketch Plan of Lot A, Cranberry District, Section 8, Range 3, Plan VIP53510, be approved subject to the conditions being met as set out in Schedule No. '1' of the staff report.*

### **Update on Implementation of Community Sewers for the Cedar Village and Surrounding Suburban Residential Lands – Area A. (All Directors except EA 'B' - One Vote)**

- 1. That staff prepare an information pamphlet providing an update on the expansion of community sewers into the Cedar Urban Containment Boundary for direct mail to property owners within the proposed servicing area.*
- 2. That staff prepare Terms of Reference for the preparation of a comprehensive study of soils, hydrology and a survey of on-site septic systems as part of the application process for the Cedar Sewer Infrastructure Implementation Grant and report back to the Board.*

### **Land Use and Subdivision Amendment Bylaw No. 500.281 & Horne Lake Service Area Sewage Disposal Regulation Bylaw No. 1218.01 – Area H. (All Directors except EA 'B' - One Vote)**

- 1. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading.*
- 2. That the requirements for the public hearing for "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be waived pursuant to Section 890 (4) of the Local Government Act.*
- 3. That notification for "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be undertaken pursuant to Section 893 of the Local Government Act.*

4. *That the "Horne Lake Service Area Sewage Disposal Regulation Bylaw No. 1218.01, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and referred to the Provincial Health Officer for approval.*
5. *That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.274, 2001" be repealed.*

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**Electoral Area 'F' OCP Amendment Bylaw No. 1152.02.** (All Directors except EA 'B' - One Vote) (See report for recommendations)

### **COMMUNITY SERVICES**

### **REGIONAL GROWTH MANAGEMENT**

**Growth Management Plan Monitoring Program – Scope & Approach.** (All Directors except EA 'B' - One Vote)

*That the Regional District fulfill its obligation to monitor Growth Management Plan implementation and progress towards Plan objectives and action by pursuing a comprehensive monitoring program, including staff's preparation of terms of reference for a new committee, as described in Alternative 4.*

### **CORPORATE SERVICES**

#### **FINANCE**

**2001 Audited Financial Statements.** (All Directors - One Vote)

*That the report on the audited financial statements for the year ended December 31, 2001 be received.*

**2001 Public Bodies Information Report.** (All Directors - One Vote)

*That the 2001 Public Bodies Financial Information Report on supplier payments and employee remuneration be received for information.*

#### **HOSPITAL**

**2001 Audited Financial Statements.** (All Directors - One Vote)

*That the report on the 2001 audited financial statements of the Nanaimo Regional Hospital District be received.*

### **ENVIRONMENTAL SERVICES**

#### **LIQUID WASTE MANAGEMENT**

**Wastewater Treatment and Disposal Options Review – Qualicum Bay/Dunsmuir, Bowser and Extension.** (All Directors - One Vote)

1. *That the wastewater treatment and disposal option and servicing studies for Qualicum Bay/Dunsmuir and Bowser and Extension be received.*

2. *That staff be directed to consult with the stakeholders to determine the preferred servicing option and to take that option to pre-design to determine costs of final construction.*

## **UTILITIES/ENGINEERING**

### **Rural Streetlighting LSA Amendment Bylaw No. 791.03. (All Directors - One Vote)**

*That "Rural Streetlighting Local Service Area Amendment Bylaw No. 791.03, 2002" be granted first three readings and be forwarded to the Inspector for approval.*

## **COMMISSION, ADVISORY & SELECT COMMITTEE**

### **District 69 Recreation Commission.**

(All Directors - One Vote)

*That the minutes of the District 69 Recreation Commission meeting held March 14, 2002 be received for information.*

(Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' - Weighted Vote)

1. *That the following Community Grant In Aid be approved:*

<i>Family Resource Association</i>	<i>\$ 500</i>
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2. *That the following Youth Grant In Aids be approved:*

<i>Kidfest</i>	<i>\$ 1,500</i>
<i>Errington Therapeutic Riding Association</i>	<i>1,500</i>
<i>Erik Goetzinger BMX Society</i>	<i>3,200</i>
<i>Arrowsmith Mountain Bike Society</i>	<i>3,400</i>
<i>Deep Bay Yacht Club Junior Sailing Program</i>	<i>2,700</i>

### **Gabriola Island Recreation Commission.**

(All Directors - One Vote)

*That the minutes of the Gabriola Island Recreation Commission meeting held March 11, 2002 be received for information.*

(All Directors - Weighted Vote)

*That the report be received and that the Regional District of Nanaimo enter into an agreement with the Gabriola Recreation Society for the provision of recreation services to the residents of Gabriola Island.*

(All Directors - One Vote)

*That the second recommendation in the staff report with respect to the Gabriola Recreation Society proposal be tabled.*

## **7.(III) EXECUTIVE STANDING COMMITTEE**

### **7.(IV) COMMISSION**

**7.(V) SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE**

Board of Variance Appointment. (G. Holme - Verbal Report)

**8. ADMINISTRATOR'S REPORT**

59-63 Tender Award - Davenham Road, Dolphin Drive & Sea Lion Crescent Watermain Replacement - Bylaw No. 1297 - Area E. (All Directors - Weighted Vote)

64-82 Annual Operating Agreement - BC Transit. (All Directors - Weighted Vote)

District 69 Arena Project - Request for Proposals. (Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' - Weighted Vote) (Report to be circulated)

**9. ADDENDUM**

**10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**11. NEW BUSINESS**

**12. BOARD INFORMATION** (Separate enclosure on blue paper)

**13. ADJOURNMENT**

**14. IN CAMERA**

*That pursuant to Section 242.2 1(e) of the Local Government Act the Board proceed to an In Camera meeting to consider the acquisition of land.*





REGIONAL DISTRICT  
OF NANAIMO

MAR 19 2002

CHAIR		GMCrS	
CAO		GMDS	
GMCmS		GMES	

March 13, 2002

Mr. George Holme, Chair  
Regional District of Nanaimo  
Box 40  
Lantzville, V0R 2H0

Dear Mr. Holme,

I am writing to request permission to appear as a delegation to the Directors of the Regional District of Nanaimo at your regular meeting on Tuesday, April 9, 2002.

We will be confirming that the theatre was approved for a referendum vote in November 2002 to be a permanent function in electoral areas A,B,C,D and E. We will be requesting approval from the Directors of Areas F,G,H, The City of Parksville and The City of Qualicum Beach for a referendum vote in those areas, or in the case of the two municipalities the opportunity to approach their councils directly for funding.

The total unrestricted annual contribution we are seeking is \$0.029 per \$100,000 of assessed value to a maximum of \$75,000 per year from Areas A,B,C,D,E and a maximum of \$85,000 per year from areas F,G,H, the City of Parksville and City of Qualicum Beach.

This formula would provide stable funding for The Port Theatre Society while allowing the actual amount contributed by each property owner to decrease as both the number of properties and the assessed values increase.

We will be presenting statistics that demonstrate the use that is being made of this regional cultural facility by residents of the regional district. Thank you so much for your kind attention to this matter.

Sincerely,

Ron Tomlin  
President

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**TED JEFFS**  
**2416 COSGROVE CRESCENT,**  
**NANAIMO, B. C. V9S 3P7.**  
**Telephone: (250) 756-6026**

March 26, 2002.

REGIONAL DISTRICT OF NANAIMO  
6300 Hammond Bay Road,  
Nanaimo, B. C.  
V9T 6N2.

Attention: Linda Burgoyne

Dear Ms. Burgoyne:

I, Ted Jeffs, would like to request a delegation to appear before the Regional District meeting on April, 9, 2002.

The purpose of this appearance is to request the support of the Directors of the Regional District in including my property in the City of Nanaimo. I would, as well, like the opportunity to advise the Directors as to the benefits, both to the Regional District and to Lantzville, that might accrue as a result of the support of the motion.

Thank you for considering this request and I look forward to hearing from you in the near future.

Yours very truly,

*Ted Jeffs*  
Ted Jeffs

**Burgoyne, Linda**

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**From:** Jim Rutter [jwrutter@shaw.ca]  
**Sent:** Tuesday, April 02, 2002 2:00 PM  
**To:** Burgoyne, Linda  
**Subject:** RE: Recent GOERT request

Thank you, Linda

I do wish to present to the Board at their meeting of April 9.

Jim Rutter  
Public Involvement and Extension Specialist  
Garry Oak Ecosystems Recovery Team  
#202 - 26 Bastion Square, Victoria, BC, V8W 1H9  
Phone: (250) 383-3293  
Fax: (250) 479-0546  
[jim.rutter@goert.ca](mailto:jim.rutter@goert.ca)

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REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, MARCH 12, 2002, AT 7:32 PM IN THE  
NANAIMO CITY COUNCIL CHAMBERS

**Present:**

Director G. Holme	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Director E. Hamilton	Electoral Area C
Director D. Haime	Electoral Area D
Director J. McLean	Electoral Area F
Director J. Stanhope	Electoral Area G
Director R. Quittenton	Electoral Area H
Director J. Macdonald	City of Parksville
Alternate	
Director A. Krzyt	Town of Qualicum Beach
Director D. Rispin	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director T. Krall	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director B. Holdom	City of Nanaimo

**Also in Attendance:**

B. Lapham	Gen. Mgr. of Development Services
N. Connelly	Gen. Mgr. of Community Services
J. Finnie	Gen. Mgr. of Environmental Services
C. Mason	Gen. Mgr. of Corporate Services
N. Avery	Manager of Financial Services
M. Pearse	Manager of Administrative Services

**DELEGATIONS**

**Ray Farmer, re Proposed Zoning – 817 Allsbrook Road – Area F.**

Mr. Farmer asked the Board's consideration for C3 zoning on three lots on Allsbrook Road.

**LATE DELEGATIONS**

MOVED Director Krall, SECONDED Director McLean, that the following delegations be permitted to address the Board.

CARRIED

**Warren Bailey/Sandra Bailey/Zoltan Kitka, re DVP Application No. 0207 – Redden Road – Area E.**

Mr. and Mrs. Bailey and their designer Mr. Kitka outlined the planned renovations for the residence on Redden Road and produced pictures of the impact that this variance would have on neighbours.

**Scott Littlewood, re Building Bylaw Contravention – 2406 Nanoose Beach Road – Area E.**

Mr. Littlewood advised that he was available to answer questions on his building bylaw contraventions.

#### **BOARD MINUTES**

MOVED Director Sherry, SECONDED Director McNabb, that the minutes of the regular Board meeting held on Tuesday, February 12, 2002 be adopted.

Director McLean noted that the words "citing a possible conflict of interest should development activity occur on his property in the future" should follow the words "Director McLean left the meeting" on page 16 of the Board minutes.

The question was called on the main motion, as amended.

The motion CARRIED.

#### **COMMUNICATIONS/CORRESPONDENCE**

**Kevin Langlands, Ministry of Indian Affairs and Northern Development, re Treaty Negotiations.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from the Ministry of Indian Affairs and Northern Development with respect to the Board's resolutions to recommence involvement in the treaty process via treaty-related measures be received.

CARRIED

**Geoff Plant, Minister Responsible for Treaty Negotiations, re RDN Participation in Snuneymuxw Treaty Negotiations.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from the Honourable Geoff Plant with respect to the Board's decision to recommence participation in the Snuneymuxw treaty negotiation process and the Treaty Related Measure, be received.

CARRIED

**Corinne Lonsdale, Mayor, District of Squamish, re Proposed Squamish Nation "Wild Spirit Places".**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from the District of Squamish with respect to the Squamish Nation's proposal to have the "Wild Spirit Places" set aside as a protected area, be received.

CARRIED

**Gregory Slocombe, Chair, BC Transit Board of Directors, re BC Transit Budget & Service Plan 2002-2005.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from the BC Transit Board of Directors with respect to the BC Transit budget and service plan for the years 2002 to 2005, be received.

CARRIED

**Leslie Gail Marx, DVP Application No. 0204 – Karasiuk – 3741 Mallard Place – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Leslie Marx with respect to the pending application to increase height restrictions for the dwelling located at 3741 Mallard Place, be received.

CARRIED

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**Frank Pronk, re DVP Application No. 0204 – Karasiuk – 3741 Mallard Place – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Frank Pronk with respect to development variance permit application No. 0204, be received.

CARRIED

**Daphne Davis, re DVP Application No. 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Daphne Davis with respect to a retraction of support for Development Variance Permit application No. 0207, be received.

CARRIED

**Bjorn & Janis Kjaer, re DVP Application No. 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Bjorn and Janis Kjaer with respect to approval of Development Variance Permit Application No. 0207, be received.

CARRIED

**Hank Desteur & Rose Woo, re DVP Application No. 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Hank Desteur and Rose Woo with respect to Development Variance Permit Application No. 0207, be received.

CARRIED

**Ronald Davis, re DVP Application 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Ronald Davis with respect to Development Variance Permit Application No. 0207 be received.

CARRIED

**Godfrey & Anne Gransden, re DVP Application No. 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Godfrey and Anne Gransden with respect to Development Variance Permit Application No. 0207 be received.

CARRIED

**Wayne & Linda Hopkins, re DVP Application No. 0207 – Bailey – Redden Road – Area E.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Wayne and Linda Hopkins with respect to Development Variance Permit Application No. 0207 be received.

CARRIED

**Frank & Karen Anker, re Dorman Timber – 2496 Pirart Road - Area A.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Frank & Karen Anker with respect to the exclusion of the property at 2496 Pirart Road from the ALR be received.

CARRIED

**Steven Kosa, Timberwest, Re DVP No. 0205 – Sjostrom Industries & Donner Lake Contracting – Nanaimo River Road – Area C.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence from Steven Kosa with respect to DVP No. 0205 be received.

CARRIED

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**UNFINISHED BUSINESS**

*From the Board Meeting held February 12, 2002.*

**Unightly Premises Regulatory Bylaw No. 1073, 1996 – E. Stenberg, H. O'Connor, A. Wallace – 1010 Descanso Valley Drive – Area B.**

The General Manager of Development Services advised the Board that clean up has taken place on this property.

MOVED Director McNabb, SECONDED Director Krall, that the proposed action against the property at 1010 Descanso Valley Drive be abandoned.

CARRIED

The Chairperson advised that the item included on the in camera agenda for 2406 Nanoose Beach Road should be handled at this time in open meeting.

**Building Bylaw Contraventions – Littlewood – 2406 Nanoose Beach Road – Area E.**

MOVED Director Sherry, SECONDED Director Krall, that "Regional District of Nanaimo Structure Removal Bylaw No. 1293, 2002" be introduced and given three (3) readings.

CARRIED

MOVED Director Sherry, SECONDED Director Krall, that "Regional District of Nanaimo Structure Removal Bylaw No. 1293, 2002", having received three (3) readings, be adopted.

CARRIED

MOVED Director Sherry, SECONDED Director Krall, that staff be authorized to proceed with legal action if necessary to ensure compliance.

CARRIED

**BYLAWS**

**Bylaw No. 869.02.**

MOVED Director Stanhope, SECONDED Director Korpan, that "Morningstar Streetlighting Local Service Area Boundary Amendment Bylaw No. 869.02, 2002" be adopted.

CARRIED

**Bylaw No. 805.03.**

MOVED Director Stanhope, SECONDED Director Hamilton, that "Electoral Area 'G' Community Parks Local Service Requisition Amendment Bylaw No. 805.03, 2002", be adopted.

CARRIED

**Bylaw No. 804.02.**

MOVED Director McLean, SECONDED Director Sherry, that "Electoral Area 'F' Community Parks Local Service Requisition Amendment Bylaw No. 804.02, 2002" be adopted.

CARRIED

**STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**

**ELECTORAL AREA PLANNING STANDING COMMITTEE.**

MOVED Director Hamilton, SECONDED Director Krall, that the minutes of the regular Electoral Area Planning Committee meeting held February 26, 2002, be received for information.

CARRIED

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**CORRESPONDENCE/COMMUNICATIONS**

**Oceanside Development & Construction Association, re Proposed Amendment Bylaw No. 500.268.**

MOVED Director Hamilton, SECONDED Director Stanhope, that the correspondence received from the Oceanside Development & Construction Association with respect to proposed Amendment Bylaw No. 500.268 be received for information.

CARRIED

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. 0126 - Parksville Funeral Chapel Ltd./Stanhope - 1000 Allsbrook Road - Area F.**

MOVED Director Hamilton, SECONDED Director McLean, that Development Permit Application No. 0126, to allow the enlargement of an existing irrigation pond in the Watercourse Protection Development Permit Area on the property legally described as Remainder Lot 3, District Lot 43, Nanoose District, Plan 2761, Except the Southerly 20 Chains thereof and Plans VIP52723 and VIP65740 be approved subject to conditions outlined in Schedule Nos. 1 and 2.

CARRIED

**Development Permit Application No. 0205 - Rennie - Admiral Tryon Boulevard - Area G.**

MOVED Director Hamilton, SECONDED Director Stanhope, that Development Permit Application No. 0205 to vary the Watercourse Protection Development Permit Area setback from the natural boundary pursuant to the French Creek Official Community Plan Bylaw No. 1115, 1998 from 30.0 metres to 8.01 metres to permit the construction of a retaining wall, and to vary the DPA setback from 30.0 metres to 15.2 metres to permit the siting of a dwelling unit for the property legally described as Lot 16, District Lot 28, Nanoose District, Plan VIP62528 be approved subject to the conditions outlined in Schedule '1'.

CARRIED

**Development Permit Application No. 0206 - Nanoose Hill Station/Fern Road Consulting - 1660/1666 East Island Highway & 1642 East Island Highway - Area E.**

MOVED Director Hamilton, SECONDED Director Stanhope, that Development Permit No. 0206 for the changes to the site plan of the gasoline service station/fast food outlet and for the placement of retention pond system and septic disposal system on the properties legally described as Lot 1, Plan 9428 Except Parcel A (DD80609-N) Thereof; and Except Part in Plan 19267 & Lot 2, Plan VIP65823, Both of Amended Lot 167 (DD66169-N), Nanoose District, be approved subject to the conditions and variances outlined in Schedule '1' of the staff report and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**DEVELOPMENT VARIANCE PERMIT**

**Development Variance Permit Application No. 0204 - Karasiuk - 3741 Mallard Place - Area E.**

Mr. Keith Baker, designer of the planned addition to the residence at 3741 Mallard Place, provided an overview of the redesign.



MOVED Director Hamilton, SECONDED Director Stanhope, that Development Variance Permit No. 0204, submitted by Ken Karasiuk and Janice Karasiuk, to facilitate the construction of an addition to an existing single dwelling unit by relaxing the maximum dwelling unit height from 8.0 metres to approximately 12.7 metres as per the submitted plans, and by varying the minimum setback requirement for an interior side lot line from 2.0 metres to 0.0 metres to legalize the existing deck and dwelling unit and for a front lot line from 8.0 metres to 0.7 metres to legalize the existing carport, and to discharge the Section 215 Covenant held by the Regional District of Nanaimo for the property legally described as Lot 6, District Lots 8 and 78, Nanoose District, Plan 28595 be approved as submitted subject to the notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 0205 - Sjoström Industries & Donner Lake Contracting - Nanaimo River Road - Area C.**

MOVED Director Hamilton, SECONDED Director Stanhope, that Development Variance Permit No. 0205, submitted by Dale Hodgins, Agent, acting on behalf of Sjoström Industries and Donner Lake Contracting to facilitate the development of a single dwelling unit, barn and shop, and vary the minimum setback requirements for a building or structure within a Resource Management 4 zone from 20.0 metres (65.6 feet) to 0.0 metres (0.0 feet) for the south lot line for construction of a single dwelling unit, from 30.0 metres (98.4 feet) to 3.0 metres (9.8 feet) for the north lot line for construction of a barn, from 30.0 metres (98.4 feet) to 17.0 metres (55.8 feet) for the south lot line for construction of a barn, from 20.0 metres (65.6 feet) to 6.0 metres (19.7 feet) for the south lot line for construction of a shop, and from 20.0 metres (65.6 feet) to 14.0 metres (45.9 feet) for the north lot line for construction of a shop for the property legally described as That Part of Block 645, Douglas District, Included Within the Area Coloured Red on Plan 403 RW, be approved as submitted subject to the notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 0206 - Dickens/Sims - 3605 Collingwood Drive - Area E.**

MOVED Director Hamilton, SECONDED Director Stanhope, that Development Variance Permit Application No. 0206, submitted by Helen Sims, Agent on behalf of Harold Dickens and Nora Dickens, to legalize existing retaining walls constructed to facilitate access to the single dwelling unit by varying the minimum setback from an interior side lot line from 2.0 metres to 0.0 metres and the front lot line setback from 8.0 metres to 0.0 metres within the Residential 1 (RS1) zone for the property legally described as Lot 10, District Lot 9, Nanoose District, Plan 51142, be approved as submitted subject to notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Variance Permit Application No. 0207 - Bailey - Redden Road - Area E.**

MOVED Director Hamilton, SECONDED Director Stanhope, that Development Variance Permit No. 0207, submitted by Sandra Bailey and Warren Bailey, to facilitate the construction of additions to an existing dwelling unit by varying the maximum permitted height of a dwelling unit within the Residential 1 (RS1) zone from 8.0 metres to 12.5 metres for the property legally described as Lot 13, District Lot 78, Nanoose District, Plan VIP53134, be approved as submitted subject to notification requirements pursuant to the *Local Government Act*.

CARRIED

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**Development Variance Permit Application No. 0208 – Zavislak/Sims – 6297 West Island Highway – Area H.**

MOVED Director Hamilton, SECONDED Director Quittenton, that Development Variance Permit Application No. 0208 to vary the minimum setback requirement from 18.0 metres horizontal distance from the stream centerline of the back channel of Nash Creek to a minimum of 7.0 metres for a building envelope to locate a retaining device and dwelling unit; to vary the minimum setback distance from 18.0 metres horizontal distance from the stream centerline of the back channel of Nash Creek to 0 metres for the building envelope to locate a bridge crossing the back channel of Nash Creek; and to vary the minimum setback from 18.0 metres horizontal distance from the stream centerline of the main channel of Nash Creek to 0 metres for the building envelope to locate a bridge crossing the main channel of Nash Creek pursuant to the RDN's Land Use and Subdivision Bylaw No. 500, 1987 for the property legally described as Lot 10, District Lot 21, Newcastle District, Plan 11567 be approved subject to the requirements outlined in Schedule Nos. 1, 2 and 3 and subject to the applicant agreeing to enter into a restrictive covenant to not obstruct the main and back channel of Nash Creek or to divert the flow of the main and back channel of Nash Creek.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Proposed Amendment Bylaw 500.268.**

MOVED Director Hamilton, SECONDED Director Stanhope, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.268, 2000" be abandoned.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

MOVED Director Stanhope, SECONDED Director Sherry, that the minutes of the Committee of the Whole meeting held February 26, 2002, be received for information.

**COMMUNICATIONS/CORRESPONDENCE**

**Oceanside Development & Construction Association, re Growth Management Plan Consultant.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from Oceanside Development & Construction Association with respect to the Growth Management Plan review project consultant selection, be received for information.

CARRIED

**Hans Cunningham, UBCM, re Protocol on Consultation and Cooperation.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from UBCM with respect to a proposed agreement with the British Columbia Environmental Network, be received for information.

CARRIED

**Sgt. Randy Churchill, Oceanside Detachment, RCMP, re Arrowsmith Search & Rescue Request for Support of Building Addition.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from the Oceanside Detachment, RCMP with respect to Arrowsmith Search & Rescue's request for an addition to the Coombs-Hilliers Fire Department Hall, be received for information.

CARRIED

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**B.A. Hawkshaw, City of North Vancouver, re Cancellation of the Subsidy for Seniors' Transit Passes on Translink.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from the City of North Vancouver with respect to the Provincial Government's cancellation of the subsidy for seniors' transit passes on TransLink, be received for information.

CARRIED

**B.A. Hawkshaw, City of North Vancouver, re Audio Book Services.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from the City of North Vancouver with respect to the Provincial Government's cancellation of funding for the audio book program, be received for information.

CARRIED

**John Van Beek, re E & N Right-of-Way.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from John Van Beek with respect to preservation of the E & N Right of Way as a corridor for use by cyclists and hikers, be received for information.

CARRIED

**Ken Vance, UBCM, re Amendments to Contaminated Site Regulations.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from UBCM with respect to provincial amendments to the contaminated site regulations, be received for information.

CARRIED

**Robert Hobson, UBCM Environment Committee, re Drinking Water Review Panel.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from the UBCM Environment Committee with respect to the twenty-six recommendations brought forward by the independent provincially appointed drinking water review panel, be received for information.

CARRIED

**Barry O'Neill, President, CUPE BC Division, re Drinking Water Protection.**

MOVED Director Krall, SECONDED Director Stanhope, that the correspondence received from the CUPE BC Division with respect to protection of British Columbia's drinking water, be received for information.

CARRIED

**DEVELOPMENT SERVICES**

**BUILDING INSPECTION**

**Section 700 Filings.**

The Chairperson listed each filing and asked that any property owner in the audience wishing to address the Board, to come forward when their name was called.

MOVED Director Hamilton, SECONDED Director Stanhope, that a notice be filed against the titles of the properties listed, pursuant to Section 700 of the *Local Government Act* and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:

- (a) Lot 15, Sections 18 and 19, Range 2, Plan VIP67150, Cedar Land District, 2395 Lindsey Road, Electoral Area 'A', owned by P. Von Baich and M. Paradis;
- (b) Lot 4, Section 1, Range 7, Plan 28685, Cedar Land District, 3537 Whiting Way, Electoral Area 'A', owned by M. Radcliffe and R. Schickerowsky;
- (c) Lot 2, Section 19, Range 2, Plan VIP67150, Cedar Land District, 1380 Kurtis Crescent, Electoral Area 'A', owned by B. Porter and N. Velkjar;

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- (d) Lot 1, Section 17, Range 7, Plan VIP67939, Cranberry Land District, 1933 Balsam Road, Electoral Area 'A', owned by G. Maibach;
- (e) Lot 41, Section 12, Plan 23190, Gabriola Island, Nanaimo Land District, 896 Pat Burns Avenue, Electoral Area 'B', owned by E. and R. Hoffman;
- (f) Lot 4, District Lots 30 and 78, Plan 22994, Nanoose Land District, 3393 Dolphin Drive, Electoral Area 'E', owned by P. Perry;
- (g) Lot 18, Block A, District Lot 38, Plan 10777, Nanoose Land District, 1397 Marina Way, Electoral Area 'E', owned by H. and J. Goebel;
- (h) Lot 22, District Lot 49, Plan 32604, Nanoose Land District, 1221 Ormonde Road, Electoral Area 'G', owned by R. Todd.

CARRIED

#### PLANNING

#### **Liquor License Increased Occupancy Capacity Application - Wheat Sheaf Hotel - 1866 Cedar Road - Area A.**

MOVED Director Hamilton, SECONDED Director Elliott, that the application for an increase in occupancy capacity, as submitted by the Wheat Sheaf Inn, legally described as Lot A, Section 14, Range 1, Cedar District, Plan VIP67433, be supported, subject to the applicants meeting all zoning, building inspection and official community plan bylaw requirements.

CARRIED

#### **Request for Relaxation of the Park Land Provision Requirement - WR Hutchinson on Behalf of A. Long - Myles Lake Road - Area C.**

MOVED Director Hamilton, SECONDED Director Sherry, that the request to provide an easement for the purposes of providing public access to Myles Lake instead of providing park land or cash in conjunction for the proposed subdivision of The East 20 Chains of Section 9, Range 2, Cranberry District be refused and that the applicant be required to pay 5% cash in-lieu-of-park land pursuant to Section 941 of the *Local Government Act*.

CARRIED

#### **E & N Railway Closure and OCP/Zoning Bylaw Impacts.**

MOVED Director Hamilton, SECONDED Director Krall,:

That the Electoral Area 'A', Electoral Area 'C', Electoral Area 'D' Lantzville, Electoral Area 'E', Electoral Area 'G' Englishman River, Electoral Area 'G' French Creek, and Electoral Area 'H' Official Community Plans be amended to designate the E & N rail line as Transportation Corridor.

That "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" and "Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285" be amended to zone the E & N rail line as Institutional to allow for the railway use only.

That the Ministry of Transportation be requested to approach the owners of the E & N railway to discuss alternatives and possible partnerships for the acquisition of the entire railway corridor to provide future opportunities to use the land as a transportation corridor.

MOVED Director McLean, SECONDED Director Stanhope, that the three properties on Allsbrook Road, legally described as Lots 6, 7 and 8, Plan 42334, Block 1, District Lot 43, Nanoose Land District, be designated as C3 zoning.

CARRIED

The question was called on the main motion, as amended.

The motion CARRIED.

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**COMMUNITY SERVICES**

**ADMINISTRATION**

**Green Landing Wharf.**

MOVED Director Stanhope, SECONDED Director Sperling, that the Regional District of Nanaimo request from Public Works and Government Services Canada an extension of the temporary lease of the Green Landing Wharf from March 31, 2002 to September 30, 2002.

CARRIED

MOVED Director Stanhope, SECONDED Director Sperling, that the Regional District request a written updated position from Public Works & Government Services Canada on the status of the Green Landing Wharf.

CARRIED

**RECREATION & PARKS**

**Park System Plan Amendment.**

MOVED Director Stanhope, SECONDED Director Krall, that the Official Regional Park Plan Designation Amendment Bylaw No. 921.02, 2001 be given three readings and forwarded to the Minister of Water, Air and Land Protection for approval.

CARRIED

**Revised Terms of Reference – Area G Parks, Recreation and Greenspaces Advisory Committee.**

MOVED Director Stanhope, SECONDED Director Sherry, that the revised Terms-of-Reference for the Electoral Area 'G' Parks and Open Space Advisory Committee be approved, that the current Board appointments to the Committee be dissolved, and that a call for members to the new Area 'G' Committee be made with the Board appointments having staggered terms set for the first year.

CARRIED

**Trail Study for Electoral Area 'A'.**

MOVED Director Stanhope, SECONDED Director Elliott, that the Terms of Reference for an Electoral Area 'A' Community Trail Study and Project Committee be approved.

CARRIED

**Park Inspection Policy.**

MOVED Director Stanhope, SECONDED Director Hamilton, that the Park Inspection Policy be approved.

CARRIED

**Gabriola Island Regional and Community Park Acquisition.**

MOVED Director Stanhope, SECONDED Director Sperling, that the Regional District approve the Agreement, under the terms outlined, with the Coastal Community Credit Union for the acquisition of their campground and land holding on Gabriola Island for community and regional park purposes.

CARRIED

**TRANSIT**

**BC Transit – Service Hours Reduction.**

MOVED Director Stanhope, SECONDED Director Krall, that the report on conventional Transit service reductions as required by BC Transit be received for information.

CARRIED

**Proposed Transit Fleet Changes for 2002.**

MOVED Director Stanhope, SECONDED Director Macdonald, that four new replacement Dennis Dart Buses be approved for delivery from BC Transit in 2002.

CARRIED

**CORPORATE SERVICES**

**ADMINISTRATION**

**Islands Trust – Election Services Agreement.**

MOVED Director Stanhope, SECONDED Director Sperling, that the Chairperson and General Manager, Corporate Services be authorized to sign the 2002 Election Services Agreement between the Regional District of Nanaimo and the Islands Trust for the purpose of conducting the November 2002 Gabriola Island local trustee election on behalf of the Islands Trust.

CARRIED

**General Local Election Bylaw No. 1292.**

MOVED Director Stanhope, SECONDED Director Krall, that "Regional District of Nanaimo General Local Election Bylaw No. 1292, 2002" be introduced and read three times.

CARRIED

MOVED Director Stanhope, SECONDED Director Krall, that "Regional District of Nanaimo General Local Election Bylaw No. 1292, 2002" be adopted.

CARRIED

**Annual Report of Directors' and Committee Members' Remuneration and Expenses.**

MOVED Director Stanhope, SECONDED Director Sherry, that the 2001 report on remuneration and expenses for Board and committee members be received.

CARRIED

**Arrowsmith Search & Rescue – Addition to Coombs-Hilliars Fire Department Hall.**

MOVED Director Stanhope, SECONDED Director McLean, that the Regional Board support in principle the request from the Arrowsmith Search & Rescue organization to construct an office, equipment storage and training facility as an addition to the Coombs-Hilliars Firehall #2.

CARRIED

MOVED Director Stanhope, SECONDED Director McLean, that correspondence be sent to the Province seeking permission to amend the use of the site to accommodate premises for the Arrowsmith Search & Rescue organization.

CARRIED

MOVED Director Stanhope, SECONDED Director McLean, that should permission be granted, the construction plans be reviewed and construction progress be inspected by the Regional District Building Inspection department.

CARRIED

**ENVIRONMENTAL SERVICES**

**LIQUID WASTE MANAGEMENT**

**Annual Report – Liquid Waste Management Plan.**

MOVED Director Sherry, SECONDED Director Krall, that the 2000 Annual Report on the Liquid Waste Management Plan be received.

CARRIED

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**Northern Community Sewer LSA Boundary Amendment Bylaw No. 889.20.**

MOVED Director Sherry, SECONDED Director Kruyt, that "Regional District of Nanaimo Northern Community Sewer Local Service Area Boundary Amendment Bylaw No. 889.20, 2002" be introduced for first three readings and be forwarded to the participants for consent.

CARRIED

**Sewer Use Regulatory Bylaw No. 1225.**

MOVED Director Sherry, SECONDED Director Holdom, that "Regional District of Nanaimo Sewer Use Regulatory Bylaw No. 1225, 2002" be introduced and read three times.

CARRIED

MOVED Director Sherry, SECONDED Director Holdom, that "Regional District of Nanaimo Sewer Use Regulatory Bylaw No. 1225, 2002" having received three readings be adopted.

CARRIED

**UTILITIES/ENGINEERING**

**Fairwinds Water LSA Conversion Bylaw No. 1288 – Area E.**

MOVED Director Sherry, SECONDED Director Krall, that "Fairwinds Water Service Area Conversion and Boundary Amendment Bylaw No. 1288, 2002" be granted first three readings and be forwarded to the Inspector for approval.

CARRIED

**Arbutus Park Estates Water LSA Amendment Bylaw No. 930.02 – Area E.**

MOVED Director Sherry, SECONDED Director Krall, that "Arbutus Park Estates Water Local Service Area Amendment Bylaw No. 930.02, 2002" be granted first three readings and be forwarded to the Inspector for approval.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Area A Parks, Recreation & Greenspaces Advisory Committee.**

MOVED Director Stanhope, SECONDED Director Elliott, that the minutes of the Area A Parks, Recreation & Greenspaces Advisory Committee meetings held November 15, 2001 and January 17, 2002 be received for information.

CARRIED

**Area G Parks, Recreation & Greenspaces Advisory Committee.**

MOVED Director Stanhope, SECONDED Director Krall, that the minutes of the Area G Parks, Recreation & Greenspaces Advisory Committee meeting held February 7, 2002 be received for information.

CARRIED

**Nanoose Bay Parks & Open Space Advisory Committee.**

MOVED Director Stanhope, SECONDED Director Sherry, that the minutes of the Nanoose Bay Parks & Open Space Advisory Committee meeting held February 11, 2002 be received for information.

CARRIED

MOVED Director Stanhope, SECONDED Director Sherry, that the Committee receive the report and that the RDN Tree Management Policy (C.1.1) not be amended.

**District 69 Recreation Commission.**

MOVED Director Stanhope, SECONDED Director Sherry, that the minutes as amended, of the District 69 Recreation Commission meeting held February 14, 2002 be received for information.

CARRIED

MOVED Director Stanhope, SECONDED Director Macdonald, that the Electoral Area Grants be combined with Community Grants, and Youth Agreements be combined with Youth Grants, and that the two grant programs be administered tri-annually, with the funding of \$82,500 equally split between the two programs.

A recorded vote was requested.

The motion CARRIED with Directors Holme, Quittenton, Krzyt, Macdonald and Stanhope voting in the affirmative and Director McLean voting in the negative.

MOVED Director Stanhope, SECONDED Director Macdonald,:

That the revised administrative guidelines for the Community Grants and Youth Grants programs be approved as presented in Attachment 1 with one amendment which is the deletion of item number 6 under Funding Criteria.

That the District 69 Recreation Fees and Charges policy not be amended to provide for prime and non prime time arena rental fees and that the District 69 Arena rental rates be reviewed as part of the 2003 Provisional Budget process.

A recorded vote was requested.

The motion CARRIED with Directors Holme, Quittenton, Krzyt, Macdonald and Stanhope voting in the affirmative and Director McLean voting in the negative.

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Provincial Government Downsizing.**

MOVED Director Stanhope, SECONDED Director Rispin, that the Board support the City of Nanaimo's resolution with respect to the deep cuts to public services by the Province and resolve as follows:

Be it resolved that the Regional District of Nanaimo request the Provincial Government to ensure full community consultation on program reviews and funding reductions.

Be it further resolved that the Provincial Government not offload current Provincial Program responsibilities onto communities and families without ensuring program integrity and adequate funding.

And be it finally resolved that this resolution be submitted to the Union of BC Municipalities (UBCM), the Association of Vancouver Island Coastal Communities (AVICC) and to the area MLA's.

CARRIED



**SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE**

**Intergovernmental Advisory Committee.**

MOVED Director Sherry, SECONDED Director Rispin, that the minutes of the Intergovernmental Advisory Committee meeting held Wednesday, February 6, 2002 be received for information.

CARRIED

**Performance Review Committee.**

MOVED Director Krall, SECONDED Director Elliott, that the minutes of the Performance Review Committee meeting held Wednesday, February 27, 2002 be received for information.

The Chairperson noted an error in the minutes on page 63 of the minutes where the words "RETHINK GROUP" should be replaced with the word "Consultant".

The question was called on the motion, as amended.

The motion CARRIED.

**ADMINISTRATOR'S REPORT**

**Noise Control Establishing and Regulatory Bylaw Nos. 1264 & 1265 – Area 'D' and Bylaw Nos. 1266 & 1267 – Area 'H'.**

MOVED Director Haime, SECONDED Director Sherry, that "Electoral Area 'D' Noise Control Service Establishment Bylaw No. 1264, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and referred to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Haime, SECONDED Director Hamilton, that "Electoral Area 'D' Noise Control Regulatory Bylaw No. 1265, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and advertised to provide notice of the Board's intent to adopt this bylaw.

CARRIED

MOVED Director Quittenton, SECONDED Director Krall, that "Electoral Area 'H' Noise Control Service Establishment Bylaw No. 1266, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and referred to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Quittenton, SECONDED Director McNabb, that "Electoral Area 'H' Noise Control Regulatory Bylaw No. 1267, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and advertised to provide notice of the Board's intent to adopt this bylaw.

CARRIED

**Emergency Planning – Nanaimo Search & Rescue Society – JEPP Funding.**

MOVED Director Hamilton, SECONDED Director McNabb, that ownership of the Nanaimo Search and Rescue's mobile EOC be transferred to the Regional District of Nanaimo and that the General Manager of Corporate Services and the Chief Administrative Officer be authorized to enter into a five year agreement with Nanaimo Search and Rescue for the use of the mobile EOC.

CARRIED

**Contravention of RDN Building Regulation and Fees Bylaw No. 1250 – Dyck/Robertson – 1716 Cedar Road – Area A.**

MOVED Director Elliott, SECONDED Director Korpan, that “Regional District of Nanaimo Bring Up to Standard Bylaw No. 1294, 2002” be introduced and given three (3) readings.

CARRIED

MOVED Director Elliott, SECONDED Director Korpan, that “Regional District of Nanaimo Bring Up to Standard Bylaw No. 1294, 2002”, having received three (3) readings, be adopted.

CARRIED

MOVED Director Elliott, SECONDED Director Krall, that staff be authorized to proceed with legal action if necessary to ensure compliance with Bylaw No. 1294, 2002.

CARRIED

**Appointment of Animal Control Officers.**

MOVED Director Hamilton, SECONDED Director Sherry, that the following persons be appointed as Bylaw Enforcement Officers for the specific purpose of enforcing Regional District of Nanaimo Animal Control and Licensing Bylaws:

Susan M. Hughes, Nanaimo Animal Shelter Limited.

Jeffrey Peter Derksen, Parksville/Qualicum Beach & District SPCA.

CARRIED

**OCP/Zoning Bylaw Amendment for E & N Railway Corridor.**

MOVED Director Holdom, SECONDED Director Rispin, that “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Amendment Bylaw No. 1240.01, 2002” be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that “Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.02, 2002” be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that “Regional District of Nanaimo Lantzville Official Community Plan Amendment Bylaw No. 974.02, 2002” be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that “Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1118.03, 2002” be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that “Regional District of Nanaimo Englishman River Official Community Plan Amendment Bylaw No. 814.07, 2002” be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that "Regional District of Nanaimo French Creek Official Community Plan Amendment Bylaw No. 1115.02, 2002" be introduced, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Amendment Bylaw No. 1007.03, 2002" be introduces, given 1<sup>st</sup> reading and proceed to consultation.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.283, 2002" be introduced, given 1<sup>st</sup> and 2<sup>nd</sup> reading and proceed to public hearing.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" be reintroduced as amended, be given 1<sup>st</sup> and 2<sup>nd</sup> reading and proceed to public hearing.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.283, 2002" be delegated to Director Stanhope or Director Holme as his alternate.

CARRIED

MOVED Director Holdom, SECONDED Director Rispin, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" be delegated to Director McLean or Director Stanhope as his alternate.

CARRIED

**Recreation Facilities & Sportsfield Usage Survey.**

MOVED Director Haime, SECONDED Director Hamilton, that this item be deferred to the next meeting in two weeks.

CARRIED

**Annual Budget Bylaw No. 1295.**

MOVED Director Korpan, SECONDED Director Haime, that the annual budget be deferred to the next meeting in two weeks.

CARRIED

**Five Year Capital Expenditure Plan Bylaw No. 1296.**

MOVED Director McLean, SECONDED Director Sherry, that the capital for the years 2002 to 2007 be approved.

CARRIED

MOVED Director Rispin, SECONDED Director Krall, that "Regional District of Nanaimo 2002 to 2007 Capital Expenditure Program Bylaw No. 1296, 2002" be introduced for three readings.

CARRIED

MOVED Director Rispin, SECONDED Director Macdonald, that "Regional District of Nanaimo 2002 to 2007 Capital Expenditure Program Bylaw No. 1296, 2002" having received three readings, be adopted.

CARRIED

**Duke Point Pollution Control Centre – Outfall Joint Use Agreement.**

MOVED Director Sherry, SECONDED Director McNabb, that the “Sewage Outfall Pipe – Joint Use Agreement” between the RDN and WCR be approved and staff directed to execute the agreement.

CARRIED

**IN CAMERA**

MOVED Director Sherry, SECONDED Director Rispin, that pursuant to Section 242.2 1(h) of the *Local Government Act* the Board proceed to an In Camera meeting to consider matter of potential litigation.

CARRIED

**ADJOURNMENT**

MOVED Director Sherry, SECONDED Director Rispin, that this meeting be adjourned to allow for an In Camera meeting.

CARRIED

TIME: 8:30 PM

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, MARCH 26, 2002, AT 7:30 PM IN THE  
NANAIMO CITY COUNCIL CHAMBERS

**Present:**

Director G. Holme	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Director E. Hamilton	Electoral Area C
Director D. Haime	Electoral Area D
Director J. McLean	Electoral Area F
Alternate	
Director M. Klee	Electoral Area G
Director R. Quittenton	Electoral Area H
Director J. Macdonald	City of Parksville
Director L. Sherry	City of Nanaimo
Director G. Korpan	City of Nanaimo
Alternate	
Director T. Beech	City of Nanaimo
Director T. Krall	City of Nanaimo
Director D. Rispin	City of Nanaimo
Director B. Holdom	City of Nanaimo

**Also in Attendance:**

C. Mason	Gen. Mgr., Corporate Services
B. Lapham	Gen. Mgr., Development Services
N. Connelly	Gen. Mgr., Community Services
J. Finnie	Gen. Mgr., Environmental Services
N. Avery	Manager of Financial Services
P. Shaw	Manager of Community Planning
N. Tonn	Recording Secretary

**ADMINISTRATOR'S REPORT**

**Recreation Facilities & Sportsfield Usage Survey.**

MOVED Director Korpan, SECONDED Director Krall,:

1. That the survey results be received for information.
2. That the Regional District and City of Nanaimo staff meet to review the terms of the Agreement with respect to the following issues and report back to the Board with its recommendations:
  - the inclusion of participants in recreation facility user groups in the survey data;
  - the inclusion of participants from outside of the contributing area within the survey data.

A recorded vote was requested.

The motion CARRIED with Directors Holme, Hamilton, Quittenton, Sherry, Sperling, Macdonald, Holdom, Beech, Elliott, Krall, Korpan, Rispin and Klee voting in the affirmative and Directors Haime and McLean voting in the negative.

The Chairperson noted that the following item must be brought forward from the Committee of the Whole Agenda as it reflects a possible change in the Annual Budget.

**Wastewater Treatment and Disposal Options Review – Qualicum Bay/Dunsmuir, Bowser and Extension.**

MOVED Director Quittenton, SECONDED Director Sherry, that funding for the wastewater treatment and disposal pre-design study in Electoral Area 'H' be allocated from the general feasibility fund.

CARRIED

**Annual Budget Bylaw No. 1295.**

MOVED Director Krall, SECONDED Director Rispin, that a 2002 budget which requisitions \$20,474,104 in taxes be approved.

MOVED Director Quittenton, SECONDED Director McLean, that funds in the amount of \$4,500 allocated to noise control in Electoral Area 'H' be deferred from the 2002 Annual Budget.

CARRIED

The question was called on the motion as amended.

A recorded vote was requested.

The motion CARRIED with Directors Holme, Hamilton, Quittenton, Sherry, Sperling, Macdonald, Holdom, Beech, Elliott, Krall, Korpan, Rispin and Klee voting in the affirmative and Directors Haime and McLean voting in the negative.

MOVED Director Hamilton, SECONDED Director Quittenton, that "Regional District of Nanaimo 2002 Annual Budget Bylaw No. 1295, 2002" be introduced for three readings.

The motion CARRIED with Directors Holme, Hamilton, Quittenton, Sherry, Sperling, Macdonald, Holdom, Beech, Elliott, Krall, Korpan, Rispin and Klee voting in the affirmative and Directors Haime and McLean voting in the negative.

MOVED Director Hamilton, SECONDED Director Quittenton, that "Regional District of Nanaimo 2002 Annual Budget Bylaw No. 1295, 2002" having received three readings be adopted.

The motion CARRIED with Directors Holme, Hamilton, Quittenton, Sherry, Sperling, Macdonald, Holdom, Beech, Elliott, Krall, Korpan, Rispin and Klee voting in the affirmative and Directors Haime and McLean voting in the negative.

**Parcel Tax Rate Bylaws for 2002.**

*Bylaw No. 1180.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1181.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1182.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1183.01.*

MOVED Director Krall, SECONDED Director Elliott, that "Fairwinds Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1183.01, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Fairwinds Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1183.01, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1184.02*

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1185.02.*

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1186.02.*

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1187.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1188.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Nanose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Nanoose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1189.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Nanoose Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1189.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Nanoose Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1189.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1190.01.*

MOVED Director Krall, SECONDED Director Elliott, that "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.01, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.01, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1191.02.*

MOVED Director Krall, SECONDED Director Elliott, that "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1192.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1193.02.*

MOVED Director Krall, SECONDED Director Elliott, that "Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.02, 2002" having received three readings be adopted.

CARRIED

*Bylaw No. 1194.02.*

MOVED Director Krall, SECONDED Director Elliott, that "West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.02, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.02, 2002" having received three readings be adopted.

CARRIED



*Bylaw No. 1206.01.*

MOVED Director Krall, SECONDED Director Elliott, that "Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.01, 2002" be introduced and read three times.

CARRIED

MOVED Director Krall, SECONDED Director Elliott, that "Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.01, 2002" having received three readings be adopted.

CARRIED

**ADJOURNMENT**

MOVED Director Sherry, SECONDED Director Rispin, that this meeting terminate.

CARRIED

**TIME: 7:52 PM**

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES



**Garry Oak  
Ecosystems  
Recovery Team**

Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo  
BC, V9T 6N2  
March 6, 2002

REGIONAL DISTRICT OF NANAIMO			
MAR 11 2002			
CHAIR		GMCrS	
CAO		GMDS	
GMCmS		GMES	
<i>Brd. Chair</i> ✓			

Dear Chair Holme:

The Garry Oak Ecosystems Recovery Team (GOERT) wishes to request the Board endorse the Recovery Strategy for Garry Oak and Associated Ecosystems and their Associated Species at Risk in Canada, 2001 – 2006 (Draft 20 February 2002).

Garry oak ecosystems are among the 3 most endangered ecosystems in Canada. They are also home to 91 species at risk. In 1999, GOERT was formed with the goal of preparing a recovery plan to serve as a blueprint for coordinated action to prevent losses of these ecosystems and species. Such losses would greatly impoverish the biological and cultural heritage of British Columbia, and indeed all of Canada. The Recovery Strategy drafted by GOERT outlines a diversity of programs that complement and reinforce each other to help ensure that none of the critical steps on the road to recovery are missed. Success in the implementation of the Recovery Strategy can help all of us ensure a future for Garry oak ecosystems, the species at risk, and the many other species that might become at risk if we don't take action sooner rather than later.

GOERT recognizes the value of partnerships in achieving the goals and objectives outlined in the strategy. At this time, eight Recovery Action Groups and three Steering Committees are actively implementing the Recovery Strategy. Current membership on GOERT and these associated implementation bodies represents more than 30 governmental and non-governmental organizations.

We request that the Board endorse the Recovery Strategy for Garry Oak and Associated Ecosystems and their Associated Species at Risk in Canada, 2001 – 2006 (Draft 20 February 2002). An endorsement by Council will show support of the strategy and encourage continued funding of its implementation. The Executive Summary of the Recovery Strategy, a brochure about Garry oak ecosystems, and a list of endorsements received to date are enclosed for your information. In addition, the Recovery Strategy is available for review at our web site: [www.goert.ca](http://www.goert.ca).

I would be very pleased to attend your meeting and speak to this request if you wish. Please do not hesitate to get in touch if you require any further information.

Sincerely

Jim Rutter  
Public Involvement and Extension Specialist  
[jim.rutter@goert.ca](mailto:jim.rutter@goert.ca)

## ***Who has endorsed GOERT's Recovery Strategy so far?***

In Canada, Garry oak ecosystems occur only in British Columbia -- almost exclusively within a narrow coastal strip of southeast Vancouver Island between Comox and Sooke, in the nearby Gulf Islands, and in two small stands in the Fraser River valley.

GOERT is actively seeking formal endorsement of its Recovery Strategy from each of the 24 municipalities and 7 regional districts within the range of Garry oak and associated ecosystems, and from other organizations and public groups with an interest in conservation of Garry oak ecosystems.

As of March 5, 2002, the following agencies and organizations have endorsed the Recovery Strategy:

### **Local Governments**

- City of Colwood
- Township of Esquimalt
- District of Saanich
  
- Capital Regional District Parks
- Regional District of Comox-Strathcona

### **Organizations**

- David Suzuki Foundation
- Friends of Matson Lands
- Friends of Mount Douglas Park Society
- Friends of Summit Park
- Garry Oak Meadow Preservation Society
- Garry Oak Restoration Project
- Native Plant Study Group of the Victoria Horticultural Society
- Nature Conservancy of Canada
- North American Native Plant Society
- Parks Canada Agency
- Provincial Capital Commission
- Salt Spring Island Conservancy
- Sierra Club of British Columbia
- The Land Conservancy of British Columbia
- Thetis Park Nature Sanctuary Association

## Executive Summary

Garry oak (*Quercus garryana*) ecosystems, and the complex of closely related coastal bluff, maritime meadow, vernal pool, grassland, rock outcrop, and transitional forest ecosystems of southwest British Columbia, are important for their great beauty and their biological diversity. Over recent decades, habitat conversion of the ecosystems to agricultural and urban uses has occurred at an alarming and accelerating rate. Less than 5 % of the original habitat remains in a near-natural condition. Habitat loss, fragmentation, and invasion by exotic species, altered fire regimes, and other factors pose serious and ongoing threats to these ecosystems throughout their range in Canada. Unless these factors are addressed, widespread losses of the constituent organisms are likely.

Garry oak and associated ecosystems are home to 91 species that have been designated as "at risk" in British Columbia. Twenty-three of the species are threatened or endangered throughout their global range. Twenty-one of the species are listed as being at risk on a national scale, having extirpated (1 species), endangered (12 species), threatened (4 species), or special concern (4 species) designations from the Committee on the Status of Endangered Wildlife in Canada (COSEWIC). Many more of the species are likely candidates for national listing upon assessment by COSEWIC. Indicators suggest that extirpation or extinction is possible or likely unless recovery actions are taken. Garry oak plant communities have been ranked as imperilled and critically imperilled within British Columbia.

Garry oak and associated ecosystems may play an increasingly important role with the progression of global warming. Much of what is currently Douglas-fir (*Pseudotsuga menziesii*) forest in coastal British Columbia may be replaced by Garry oak and related ecosystems within the next half century. Comprehensive ecosystem and species conservation are required to ensure that these biological resources persist within the landscape so they can occupy new habitat as it becomes available.

Growing alarm over past, current and potential future losses of ecosystems and species has spawned a multitude of activities by concerned citizens and governmental and non-governmental agencies. Overall concern has not translated into an equivalent level of substantial protection. Coordinated action is needed and an overall recovery strategy is a necessary prerequisite to a coordinated program. This document serves that function. A program dedicated to recovery of Garry oak ecosystems is a clear priority for many British Columbians and other Canadians. The work towards development of this recovery strategy was endorsed by a number of municipalities and regional districts located within the range of Garry oak ecosystems. This draft strategy has also been endorsed by three local governments and twenty-one local, provincial, and non-governmental agencies.

Recovery planning in Canada has historically taken a species-by-species approach. Current national initiatives are recognizing the importance of incorporating a wider scope in recovery planning than single species recovery. The proposed federal Species at Risk Act recognizes the essential role of habitat protection for conservation of species at risk and for preventing species from becoming at risk. The Act explicitly permits ecosystem-level planning for recovery of species at risk under appropriate circumstances. The Recovery of Nationally Endangered Wildlife (RENEW) program recognizes occupancy of multiple species at risk within a limited geographical area as a primary factor in determining the appropriateness of ecosystem-level planning.

This strategy takes a dual-level approach to recovery planning. First, the strategy addresses recovery of the full diversity of Garry oak and associated ecosystems and the essential ecosystem characteristics that sustain them. This broad, "coarse filter" approach is assumed to capture the conservation requirements of most species and is critical for addressing the needs of species at risk in the ecosystems. But although ecosystem-level planning may be necessary for recovery of species at risk, it is generally insufficient. For this reason, a "fine filter" approach for directly addressing individual species is part of the recovery strategy.

This strategy outlines Phase I of the recovery program for Garry oak and associated ecosystems and their associated species at risk in Canada. Long-term recovery goals for the ecosystems and the species are:

1. To establish a network of Garry oak and associated ecosystem sites and landscape linkages that:
  - a. Is representative of the full range of ecosystem variation across the geographic range in Canada;
  - b. Sustains all the critical processes over the long term; and
  - c. Supports the full range of native biota over the long term.
1. To improve and secure the status of all species at risk in Garry oak and associated ecosystems, except those that are globally extinct, so that they no longer have at-risk status.

Phase I sets the framework for future recovery actions. Short-term objectives for Phase I, addressed over the next 5 years, are:

1. To develop the information base necessary for ecosystem and species recovery;
2. To protect and manage sites and species at risk to minimize immediate losses of ecosystems and species; and
3. To motivate public and private protection and stewardship activities by supplying critical information to the appropriate audiences.

Definition of quantitative recovery targets in Phase I of the recovery program is constrained by a number of factors. They include:

1. Information gaps due to the lack of detailed inventory, mapping, and local research;
2. The large number of species at risk and deficiency of information about them; and
3. The need for detailed assessment of recovery options as a consequence of extensive loss of habitat.

As a consequence of these constraints, Phase I refrains from defining quantitative recovery targets. The first strategic objective of Phase I addresses this knowledge gap. In the interim, the following general principles are incorporated into the strategy:

1. Because of the limited extent of remaining habitat, all extant Garry oak and associated ecosystems warrant conservation consideration; and
2. All species at risk in Garry oak and associated ecosystems warrant conservation attention.

Recovery goals for Phase II and subsequent phases of the recovery program will entail quantitative targets based upon knowledge gained in Phase I. Targets will be developed over the course of Phase I and explicitly defined in the recovery strategy for Phase II. Phase II, to commence in 2006, will:

1. Define quantitative recovery goals and objectives for landscape- and site-level protection, restoration, and management that will protect, restore and sustain essential ecosystem characteristics. Targets to be defined include sizes, shapes, and locations of protected sites and linkages, indicators of ecological processes, and attributes of floral and faunal communities;
2. Develop and implement strategies to meet the quantitative protection, restoration, and management goals and objectives;
3. Define quantitative recovery goals and objectives for species at risk. Targets to be defined include numbers, sizes, and locations of populations of species at risk;
4. Develop and implement strategies to meet the quantitative recovery goals and objectives for species at risk; and
5. Continue to motivate public and private protection and stewardship activities by supplying critical information to the appropriate audiences.

Six strategic approaches are employed to meet the objectives of this strategy:

1. Inventory, mapping, and plant community classification: develop standardized plant community classification, and determine and map the historical and current extent of Garry oak and associated ecosystems;
2. Protection of ecosystems and essential ecosystem characteristics: Secure high priority sites towards the establishment of a network of protected areas that represent the full diversity of Garry oak and associated ecosystems throughout their geographic range and that are of sufficient size and appropriately situated to sustain essential ecosystem characteristics over the long term;
3. Restoration and management of protected areas, landscape linkages, buffers, and the general landscape: Facilitate the establishment of landscape linkages and buffers and promote the restoration and management of protected areas, landscape linkages, buffers, and the general landscape to sustain essential ecosystem characteristics over the long term;
4. Protection and recovery of species at risk: Complete assessments and initial planning and initiate actions towards sustaining and expanding populations of species at risk in Garry oak and associated ecosystems that are designated endangered, threatened, or of management concern;
5. Research: Expand basic and applied research relevant to conserving and restoring Garry oak and associated ecosystems; and
6. Communication, coordination, and public involvement: Ensure that conservation of Garry oak and associated ecosystems and their associated species at risk is incorporated into planning and programs of governmental and non-governmental agencies. Develop public awareness of, support for, and participation in recovery activities. Establish extension and public education programs to facilitate and inspire agency and public involvement. Facilitate communication, coordination, and information-sharing among recovery partners to ensure efficient, coordinated delivery of the recovery program.

Specific steps and suggested actions are outlined under each of the strategic approaches to meet the objectives of the strategy. Steps include the following:

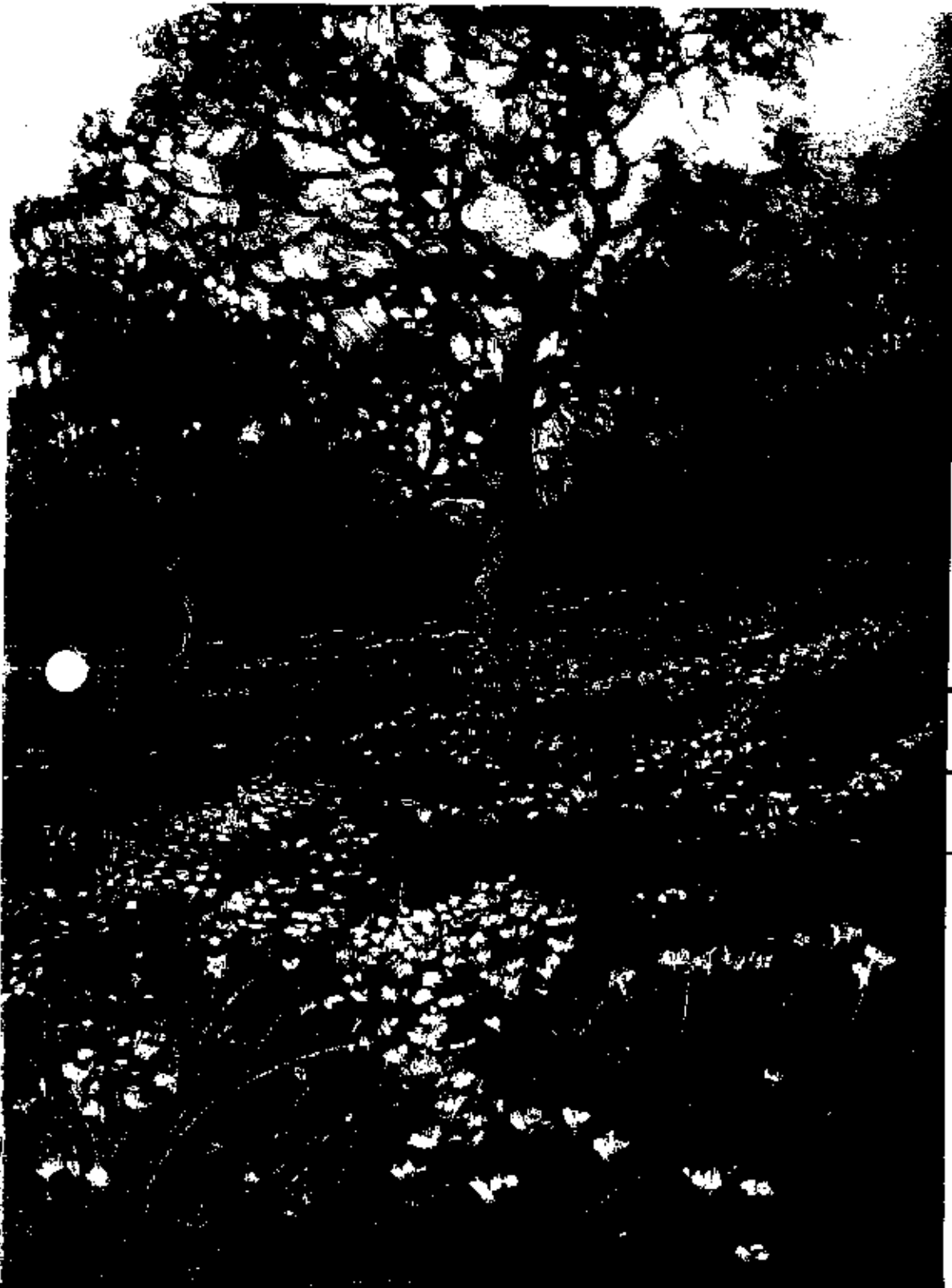
1. Confirm and/or define new units in plant community classification;
2. Establish a GIS database;
3. Conduct detailed ecosystem inventory and mapping;
4. Analyze site and vegetation data and report the results;
5. Conduct wildlife habitat mapping for a set of selected indicator species and species at risk;

6. Map and analyze historical occurrences of Garry oak and associated ecosystems;
7. Map attributes of the adjacent natural and developed landscape;
8. Prepare an interim list of at least 10 priority sites for protection;
9. Work towards the expansion of the network of protected areas and securement of at least 10 priority sites within 5 years;
10. Develop a GIS-based prioritization methodology and site list;
11. Establish a research and management program to address invasive species of Garry oak and associated ecosystems;
12. Establish a research and management program to address fire and stand dynamics in Garry oak and associated ecosystems;
13. Support First Nations Traditional Ecological Knowledge research and management programs;
14. Establish a network of landscape linkages to connect protected areas of Garry oak and associated ecosystems with each other and with other ecosystems;
15. Establish buffers for protected areas of Garry oak and associated ecosystems;
16. Encourage restoration and ecosystem management of institutional grounds;
17. Encourage general restoration of urban, suburban, and rural properties throughout the region;
18. Establish a stewardship program for managers of public and private natural areas;
19. Promote the use of integrated silviculture approaches on woodlots to benefit Garry oak and associated ecosystems where appropriate;
20. Promote the development of an adequate supply of native plants for restoration and management activities;
21. Complete, or encourage or assist COSEWIC to complete as appropriate, status reports for species at risk that are not yet the subject of status reports and ensure that appropriate status reports are submitted to COSEWIC for evaluation;
22. Complete recovery plans for species at risk;
23. Initiate recovery actions, including inventory, research, threat abatement, habitat protection, habitat enhancement, propagation or captive breeding, re-introductions, and other measures as appropriate, for species at risk;
24. Establish a seed bank program for plant species at risk;
25. Promote and facilitate research on priority topics;
26. Develop and implement an extension program directed towards local governments throughout the range of Garry oak and associated ecosystems;
27. Develop and implement a public education program about Garry oak and associated ecosystems and the associated species at risk;
28. Improve communication and information-sharing among those involved in conservation of Garry oak and related ecosystems in British Columbia and elsewhere; and
29. Establish an organizational structure to efficiently and effectively implement the recovery program.

Implementation of the recovery program will be a demanding and complex enterprise. It will require the active participation of dozens of agency partners as well as individuals from the general public. Funding must be secured for program components, activities must be coordinated, and information and technical support must be available to program partners. The Garry Oak Ecosystems Recovery Team, which currently consists of 22 individuals representing 1 municipal, 1 regional, 3 provincial, and 3 federal agencies, 1 regional district board, 1 First Nation, 10 non-governmental organizations, 2 academic institutions, and 3 private enterprises, is the appropriate body to lead the recovery program. Two staff positions

are required for effective implementation. Policies and protocols will be developed for the establishment of formal links with partner agencies and a strategic financial plan will outline budgets and resource-raising strategies. Priorities, potential partners, and preliminary costs estimates are outlined for each of the steps included in the recovery strategy.





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## **Garry Oak Ecosystems**

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*Restricted to  
southwestern  
British Columbia,  
these ecosystems  
are among the rarest  
in the province.*

■

**PAGE**  
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### Why are Garry oak ecosystems at risk?

Garry oak ecosystems are restricted primarily to the southeast coast of Vancouver Island and the southern Gulf Islands. These ecosystems occupy only a small portion of the Coastal Douglas-fir zone, which itself comprises only 0.3 percent of the land area of the province.

During the last 150 years, agricultural and urban development has consumed substantial areas of the natural landscape. Overall, urban development has had a major impact. The largest continuous occurrence of Garry oak woodlands was formerly in the urban development centre of Greater Victoria, a region that is now almost completely developed. Parkland and meadows, once common in this area, are in extreme peril. The trend continues, with many developments imminent. Today, Duncan, Nanaimo, Hornby Island, Saltspring Island, and Comox all have Garry oak landscapes threatened by development. Although the death may be a slow one, construction near oaks can lead to tree fatality.

Fire suppression has allowed Douglas-fir to invade areas once dominated by Garry oak. Overgrazing by domestic and feral livestock, including pigs, sheep, goats, cattle and horses, as well as introduced eastern cottontail rabbits, has caused non-native plant species to become dominant.

These introduced plants spread widely after European settlement. Exotics, such as orchardgrass and sweet

vernalgrass, may comprise over 30 percent of the total species in Garry oak ecosystems. Rapid spread of Scotch broom has also replaced native plants, changed soil nutrients, and dramatically altered the make-up of these ecosystems. The increased rarity of many native species is another result of these changes.

A new peril to Garry oak is posed by the spread and serious impact of two introduced insect pests: the jumping gall wasp and the oak-leaf phylloxera. The "scorching" of oaks by these insects results in a potential threat to the ecosystem. Scorched oaks may be mistakenly cut down as "dead," when they are actually still alive.

### What is their history?

While deciduous woodlands may not seem as familiar to many British Columbians as coniferous ones, they are among the most common vegetation types in the temperate climates of the world. Before the ice ages, British Columbia also had a diverse hardwood forest, including oaks. Garry oak woodlands are thus an important link to the past. There has been an ebb and flow in Garry oak distribution between the ice ages. During the post-glacial period, the maximum spread of Garry oak occurred in the warm dry era, 5000 to 8000 years ago.

The advent of the current wetter, cooler climate changed the distribution of many plant species, reducing the range of some. This change in climate probably accounts for the patchy occurrence of Garry oak ecosystems and their associated species. Their ability to survive on rapidly drained soils, on steep south and west-facing slopes, and on sites with exposed bedrock, subject to periodic fires, accounts for their present distribution in

today's Mediterranean-type climate. The important exception is the deep-soil parkland of southeastern Vancouver Island.

*Garry Oak ecosystems may have a special role to play in British Columbia's adjustment to global warming.*

Garry Oak ecosystems may have a special role to play in British Columbia's adjustment to global warming. It is predicted that our climate will become like that of California. With Douglas-fir ecosystems retreating from their current

range, Garry oak vegetation could provide the important biological material to repopulate the void.

We can view the Garry oak vegetation complex as one that was conditioned by and adapted to a frequent fire cycle. Fire seems to be an important factor in permitting oaks to occupy deeper soils, where Garry oak vegetation might otherwise be outcompeted by conifers. Oaks are favoured over conifers, and herbaceous vegetation is favoured over shrubs by this fire regime. It is known that aboriginal people burned the vegetation throughout the range of Garry oak to help hunting and maintain open prairie. The resulting oak woodlands and open prairies were important to the aboriginal people for their bounty of usable plants.

Native deer were also important to Garry oak ecosystems. Black-tailed deer are still residents of the oak area, and Roosevelt elk formerly roamed southeastern Vancouver Island. It has been suggested that these animals helped maintain the open character of the Garry oak landscape by the suppression of some oak regeneration. Oak seedlings are repeatedly browsed and sometimes killed.

*Garry oak ecosystems have declined dramatically over the past two decades.*



GARRY OAK ECOSYSTEMS CONTAIN A DIVERSE ARRAY OF ANIMAL AND PLANT LIFE, INCLUDING NORTHERN ALLIGATOR LIZARDS, EASTER LILIES, CAMAS, AND SHOOTING STARS.

### What is their present status?

They are going fast. Very little of the original Garry oak landscape remains in an unaltered state. They have declined dramatically in extent over the past two decades, and much of what remains has been strongly modified. There is growing public and scientific concern about preservation of the Garry oak ecosystems. One of several recognized Garry oak vegetation types, the Garry oak - grass community, has been rated as one of the most endangered in British Columbia; other types are rated as threatened.

*The endangered designation reflects a history of degradation and loss.*

### What are they?

Garry oak ecosystems range from southwestern British Columbia to California. These ecosystems occur within a distinctive climatic zone: a near-Mediterranean climate, shaped by the rainshadow of the mountains to the southwest. This is a region of moderate climate, with dry summers.

In British Columbia, the Garry oak landscape includes a mosaic of woodlands, meadows, grasslands, scattered Douglas-fir stands, and open rocky areas. Irregularly wooded landscapes are called "parklands." The term "meadows" describes the open areas, particularly appropriate in spring and summer when they are lush with bright wildflowers: blue camas, white Easter lily, and yellow western buttercup. Other fascinating species are satin

flower, chocolate lily, and little monkey-flower. Parts of the landscape also feature shrub stands of snowberry and ocean spray. Rock outcrops support scattered shrubby oaks, along with licorice fern, rock mosses, and grasses such as Idaho fescue and California oatgrass. These grasses evoke an image of the southern origin of the Garry oak ecosystems.

Within Garry oak ecosystems, the combined effect of vegetation and dry climate produces special soils with organically enriched upper layers. These dark-coloured soils, in marked contrast to the poorer, reddish brown soils of surrounding coniferous forests, favour the relatively shallow-rooting herbaceous understorey vegetation.

The open oak woodlands are home to a diverse bird community, both in summer and winter. Mammals from

deer to mice are abundant, although the number of mammal species is lower than expected because many mainland species have not managed to colonize the islands. Sunny rock outcrops are a favoured basking place for garter snakes and alligator lizards, and a great variety of insects and spiders appreciate the warm climate of the oak meadows.

### Why are they important?

Aboriginal people tended the Garry oak ecosystems, using fire and cultivation as management tools. The edible bulbs of camas and other species were the focus of the plant harvest. So important were these plants that the Victoria area was originally known as Camosun, or "place to gather camas."

*The Victoria area was originally known as Camosun, or "place to gather camas."*

The European explorers and settlers were attracted to the aesthetic qualities of the oak land-

scape. Superlatives from Captain George Vancouver include "as enchantingly beautiful as the most elegantly finished pleasure ground in Europe." The oak landscape has continued to be important for aesthetics and as a contribution both to the sense of place and to the regional identity of

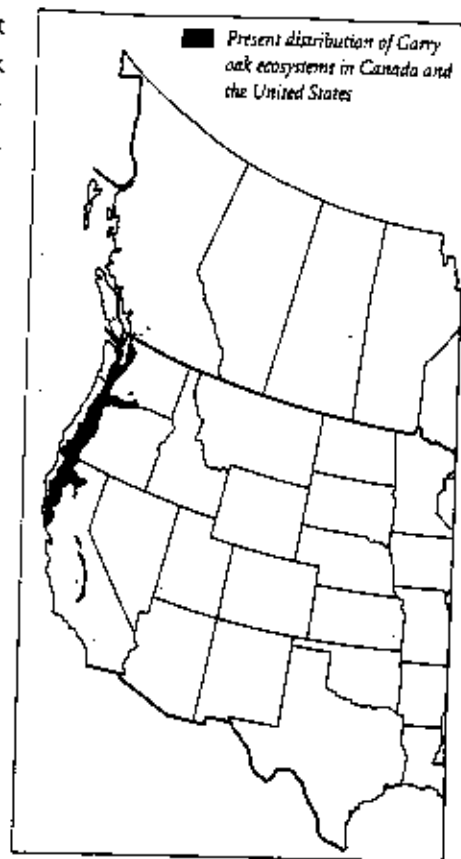
Victorians. Emily Carr, esteemed west coast artist, grew up in the Garry oak meadows, and described our Easter lilies as "the most delicately lovely of all flowers," with a "perfume like heaven and earth mixed." Some feel that Garry oak groves should be preserved to "serve the whole community's spiritual needs, as well as for themselves and the spirit they embody." There is fond local appreciation of the spectacular wildflower shows that the meadows exhibit. Successive waves, in a palette of blue, mauve, white, and gold, rush through their spring presentations over a three or four month flowering period.

The value to society of the Garry oak landscape is now being recognized.

Victoria City Council adopted a resolution recognizing the historic and ecological significance of the Garry oak ecosystem. Garry oak has been referred to as "our foundation native species." Garry oak will be included in the tree preservation bylaws being developed by several municipal councils. The plight of the ecosystem has been featured in a

number of local and national level media stories. Several local development proposals have been opposed by those wishing to save Garry oak landscapes. For the first time, a colloquium focusing on Garry oak ecosystems was held in Victoria in 1993.

The Victoria area has a high concentration of rare species when compared to the rest of the province. Garry oak ecosystems have been identified as a "hot spot" of biological diversity.



In addition to the rarities they contain, the designation reflects their limited extent, the significance of their biodiversity from a provincial perspective, and the trend of accelerating habitat loss. Our position at the northern margin of the Californian flora results in a range of species that is one of the most interesting in Canada. Attractive, but now rare species such as Howell's triteleia, golden paintbrush, deltoid balsamroot, and dozens of others highlight the importance of this biotic zone.

Lewis' Woodpecker, once a resident of the open, dry woodlands of southern Vancouver Island, disappeared earlier in the century. Concern is growing for the conservation of a number of other birds for which the ecosystems provide habitat, such as Cooper's Hawk, Western Bluebird, and Band-tailed Pigeon. Nest-holes, acorns, and open country habitat are among the attractions which the oak woodlands provide. The rare, little-known sharp-tailed snake also inhabits these ecosystems.



Many invertebrates, including robber flies, butterflies, and seed bugs are restricted to these sunny, coastal meadows. A subspecies of large marble butterfly has already gone extinct; the perdiccas checkerspot butterfly is no longer found in British Columbia, and Taylor's checkerspot has been reduced to two populations, one of which is on Hornby Island. The propertius dusky-wing butterfly is completely dependent on Garry oak for larval growth and is considered a vulnerable species.

### What can we do?

Further research and inventory are planned to improve our present knowledge of Garry oak ecosystems. In addition, further studies on management techniques to rehabilitate degraded sites is a major need. To understand today's ecosystems we need

to know about the past role of fire. To maintain the ecosystems, we need to develop strategies that use prescribed fire or simulate its effects. Continued research on insect pests of Garry oak is required; there are hopeful signs that native parasitoid wasps may check the jumping gall wasp populations.

We have an opportunity to "think globally," and "act locally."

Garry oak grows literally in our own backyards. The Garry Oak Meadow Preservation Society is sponsoring the

"Backyard Biodiversity" program. It promotes keeping your remaining oaks, letting your lawns grow wild-flowers,



EARLY SPRING FLUSH OF CANAS AND BUTTERCUP IN A HEALTHY GARRY OAK ECOSYSTEM. Graham Osborne photo

and collecting and growing acorns. This program results in real conservation gains by reducing water use, pesticide use and storm sewer discharge. Concerned citizens can also join "work-bees" to remove the introduced Scotch broom, which threatens the Garry oak meadows in many locations.

Experiencing and appreciating the Garry oak landscape is the well from which motivation can spring. Get out and enjoy the Garry oak ecosystems. Their attractions are many, from the showy wildflower displays to the sound of crickets on a sultry summer evening to the serene beauty of an oak in its austere form silhouetted against a rising winter moon.

Many landowners are proud of their oaks. It is important that they share that sense of pride with their neighbours. Talk to each other. Use public forums to raise conservation awareness. Help municipalities formulate and put in place tree preservation bylaws. Forestry Canada has co-sponsored a program for growing oak seedlings and will need volunteers at different phases of activity. "Good homes" will also be sought for the seedlings.

The B.C. Ministry of Environment, Lands and Parks has two Ecological Reserves that have a primary focus on Garry oak ecosystems. These are the Mt. Tzuhalem E.R. near Duncan and the Mt. Maxwell E.R. on Saltspring Island. Other possible reserves are being identified. The Garry oak ecosystems will be included in the provincial objective of protecting 12 percent of the area of all the major ecosystems.

The Conservation Data Centre, a provincial government program compiling information on rare and endangered species and plant communities, is evaluating the status of the Garry oak communities. They still need information about your local oak stands or meadows and have launched a cooperative project to map Garry oak ecosystems on eastern Vancouver Island and the Gulf Islands.

These initiatives, in concert with strong public support, are needed to ensure the continued existence of Garry oak ecosystems in Canada. ■

*There are many  
of opportunities  
to become  
involved in  
helping to save  
these ecosystems.*



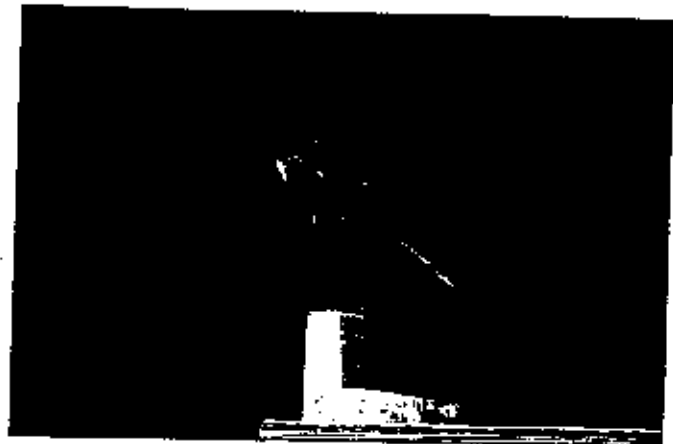
URBAN ENCROACHMENT IS A MAJOR THREAT TO GARRY OAK ECOSYSTEMS. *Joel Ussery photo*



SCOTCH BROOM OUTCOMPETES MANY NATIVE SPECIES. *Joel Ussery photo*



HORNBY ISLAND'S GARRY OAK ECOSYSTEMS ARE HOME TO THE RARE TAYLOR'S CHECKERSPOT BUTTERFLY. *Trudy Chatwin photo*



WESTERN BLUEBIRDS HAVE VIRTUALLY DISAPPEARED FROM THE OPEN WOODLANDS OF SOUTHWESTERN B.C. *Steve Cannings photo*



WILDFLOWERS PROVIDE A PALETTE OF COLOURS IN SPRING AND EARLY SUMMER. *Hartmann photo*

FOR MORE INFORMATION ON GARRY OAK ECOSYSTEMS, CONTACT:

Conservation Data Centre  
Wildlife Branch  
BC Environment  
Ministry of Environment, Lands and Parks  
780 Blanshard Street  
Victoria, British Columbia V8V 1X4



BRITISH COLUMBIA  
CONSERVATION  
DATA CENTRE

BROCHURE FUNDING PROVIDED BY  
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**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, MARCH 26, 2002, AT 6:00 PM  
IN THE CITY OF NANAIMO COUNCIL CHAMBERS,  
455 WALLACE STREET, NANAIMO, BC**

**Present:**

Director E. Hamilton	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Director D. Haime	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Director R. Quintenton	Electoral Area H

**Also in Attendance:**

B. Lapham	General Manager of Development Services
P. Shaw	Manager of Community Planning
N. Tonn	Recording Secretary

**MINUTES**

MOVED Director Holme, SECONDED Director Elliott, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 26, 2002 be adopted.

CARRIED

**PLANNING**

**AMENDMENT APPLICATIONS**

**Zoning Amendment Application – Chouinard – 7184 Lantzville Road – Area D.**

MOVED Director Haime, SECONDED Director McLean,:

1. That the minutes of the Public Information Meeting held March 14, 2002 for Amendment Application No. 0201, submitted by Winnifred Chouinard, to amend the Commercial 2 (CM2) zone by removing site area requirements for Residential Use, and specifically for the subject property legally described as Lot 6, District Lot 27G (Formerly Known as District Lot 27), Wellington District, Plan 6757, be received for information.
2. That Amendment Application No. 0201, submitted by Winnifred Chouinard, to amend the Commercial 2 (CM2) zone by removing site area requirements for Residential Use, and specifically for the subject property legally described as Lot 6, District Lot 27G (Formerly Known as District Lot 27), Wellington District, Plan 6757, be given 1<sup>st</sup> and 2<sup>nd</sup> reading.
3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.282, 2002" be advanced to a public hearing.
4. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.282, 2002" be delegated to Director Haime or her alternate.

CARRIED

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**DEVELOPMENT PERMIT APPLICATIONS**

**DP Application No. 0207 – Smith – Cave Road – Area H.**

MOVED Director Quittenton, SECONDED Director Holme, that Development Permit Application No. 0207, to facilitate the relocation of a recreational residence and decks to be located a minimum of 10.5 metres and an accessory building to be located a minimum of 8.0 metres and the stairs to be located a minimum of 1.2 metres from the natural boundary of Horne Lake located within the Environmentally Sensitive Areas Development Permit Area on the property legally described as Strata Lot 52, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedule No. 2.

CARRIED

**DP Application No. 0208 – A & W Food Services of Canada/Nanosee Hill Station Ltd. – 1666 East Island Highway – Area E.**

MOVED Director Holme, SECONDED Director McLean, that Development Permit No. 0208 for the changes to the signage to the A & W Restaurant Building on the property legally described as Lot 1, of Amended Lot 167 (DD 66169-N), Nanosee District, Plan 9428 Except Parcel A (DD 30609-N) Thereof, and Except Part in Plan 19267 be approved subject to the conditions as outlined in Schedule '1' of the staff report.

CARRIED

**DP Application No. 0209 – Groves – 5457 West Island Highway – Area H.**

MOVED Director Quittenton, SECONDED Director Elliott, that Development Permit Application No. 0209 to vary the maximum height of a dwelling unit in the Residential 2 zone pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" from 8.0 metres to 9.5 metres to facilitate the construction of a single dwelling unit and the removal of a single dwelling unit within the Hazard Lands Development Permit Area pursuant to "Shaw Hill-Deep Bay Official Community Plan Bylaw No. 1007, 1996" for the property legally described as Lot 3, District Lot 16, Newcastle District, Plan 15105 be approved subject to the conditions outlined in Schedule No. '1' and pursuant to the notification requirements of the *Local Government Act*.

CARRIED

**DP Application No. 0212 – Stull – Cave Road – Area H.**

MOVED Director Quittenton, SECONDED Director Elliott, that Development Permit Application No. 0212 to facilitate the construction of a recreational residence and decks to be located a minimum of 8.0 metres from the natural boundary of Horne Lake and located within the Environmentally Sensitive Areas Lands Development Permit Area on the property legally described as Strata Lot 119, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedule No. 2.

CARRIED

**DP Application No. 0214 – Kristjanson – Higginson Road – Area E.**

MOVED Director Holme, SECONDED Director Haime, that Development Permit Application No. 0214 to permit the construction of a shoreline protection device, consisting of granite rock, in place of the damaged retaining wall, on the property legally described as Lot 10, District Lot 102, Nanosee District, Plan 21022 be approved, subject to the conditions outlined in Schedule No. 1 of this report.

CARRIED



**DEVELOPMENT VARIANCE PERMIT**

**DVP Application No. 0209- Lyon - Chartwell Road - Area G.**

MOVED Director Haime, SECONDED Director McLean, that Development Variance Permit No. 0209, submitted by Lynda Middlemass, Agent, acting on behalf of Nancy Joan Lyon, to facilitate the development of a single dwelling unit and vary the minimum setback requirement for a building or structure within a Residential 1 zone from 5.0 metres to 3.2 metres for the other lot line located along Miraloma Drive for the property legally described as Lot 33, District Lot 88, Nanoose Land District, Plan VIP57488, be approved as submitted subject to the notification requirements pursuant to the *Local Government Act*.

CARRIED

**ADJOURNMENT**

MOVED Director McLean, SECONDED Director Quittenton, that this meeting terminate.

CARRIED

TIME: 6:10 PM

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CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, MARCH 26, 2002, AT 7:53 PM  
IN THE CITY OF NANAIMO COUNCIL CHAMBERS,  
455 WALLACE STREET, NANAIMO, BC

**Present:**

Director L. Sherry	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Director E. Hamilton	Electoral Area C
Director D. Haime	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Alternate	
Director M. Klee	Electoral Area G
Director R. Quittenton	Electoral Area H
Director J. Macdonald	City of Parksville
Director D. Rispin	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director T. Krall	City of Nanaimo
Director B. Holdom	City of Nanaimo
Alternate	
Director T. Beech	City of Nanaimo

**Also in Attendance:**

C. Mason	General Manager of Corporate Services
B. Lapham	General Manager of Development Services
J. Finnie	General Manager of Environmental Services
N. Connelly	General Manager of Community Services
P. Shaw	Manager of Community Planning
N. Tonn	Recording Secretary

**LATE DELEGATIONS**

MOVED Director Holme, SECONDED Director McLean, that the following delegations be permitted to address the Committee.

CARRIED

**Philip Sopow, re Building Strata Conversion Application – 2525 Myles Lake Road – Area C.**

Mr. Sopow was not in attendance. The Chairperson noted that Mr. Sopow's concerns had been addressed shortly before commencement of the meeting.

**Frank Van Eynde and George Legg, re Growth Management Monitoring Program – Scope and Approach.**

Mr. Van Eynde reviewed the Performance Review Committee's questions and concerns as listed in the staff report and raised his concerns with respect to the estimated costs related to meetings as noted in the staff report.

Mr. Legg addressed a number of critiques which were forwarded to the Board with respect to the Growth Management monitoring program and urged the Committee to approve alternative number four of the staff report.

**Alan Looy, re Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02.**

Mr. Looy raised his concerns with respect to the abandonment of Electoral Area 'F' OCP Amendment Bylaw 1152.02 which proposes to reduce the minimum parcel size for land located in the ALR from 4 hectares to 2 hectares.

**MINUTES**

MOVED Director Korpan, SECONDED Director Hamilton, that the minutes from the Committee of the Whole meeting held on Tuesday, February 26, 2002 be adopted.

**COMMUNICATIONS/CORRESPONDENCE**

CARRIED

**Richard Taylor, UBCM, re 2002 Resolution Process.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from UBCM with respect to the 2002 resolution process, be received.

CARRIED

**Town of Ladysmith, re Transit System.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from the Town of Ladysmith with respect to regional transit linkages between the RDN and CVRD transit systems, be received.

CARRIED

**Jim Bowden, City of Nanaimo, re Regional Transit Authority Feasibility Study Request.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from the City of Nanaimo with respect to the City's request for a feasibility study of various options and costs of providing a high frequency transit link between Malaspina University College and the downtown core, be received.

CARRIED

**Agnes & Albert Meers, re Request to Survey Park Boundaries – Crows Nest Park – Area E.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from Agnes and Albert Meers with respect to the RDN's park policy on trimming of trees in parks, be received.

CARRIED

**George Legg, re Performance Review Committee.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from George Legg with respect to comments made at the February 27, 2002 Performance Review Committee meeting, be received.

CARRIED

**Felicity Adams, re Performance Review Committee Minutes.**

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from Felicity Adams with respect to the minutes of the Performance Review Committee meeting held February 27, 2002, be received.

CARRIED

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Gayle Jackson, City of Parksville, re Electoral Area 'F' OCP Bylaw No. 1152.02.

MOVED Director Korpan, SECONDED Director Krall, that the correspondence received from the City of Parksville with respect to a potential reduction in minimum lot size for designated resource lands which are within the ALR from 4.0 ha to 2.0 ha in Electoral Area 'F', be received.

**DEVELOPMENT SERVICES**

CARRIED

**BUILDING INSPECTION**

**Section 700 Filings.**

The Chairperson listed each filing and asked that any property owner in the audience wishing to address the Committee come forward when their name was called.

MOVED Director Klee, SECONDED Director Holme, that a notice be filed against the title of the property listed, pursuant to Section 700 of the *Local Government Act* and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:

- (a) Re-amended Lot A (DD 27360N), District Lot 8, Plan 1949, except Parts in Plans 14093, 17057 and VIP58478, Newcastle Land District, 250 Hilliers Road, Electoral Area 'G', owned by Qualicum Farms Ltd.

CARRIED

**PLANNING**

**Request for Acceptance of Cash-in-Lieu of Park Land and Relaxation of the Minimum 10% Perimeter Requirement – Glencar Consultants on behalf of Chris Ball – Barnes & Leask Road – Area A.**

MOVED Director Elliott, SECONDED Director Krall, that the requests, submitted by Glencar Consultants Inc., on behalf of Chris Ball, for cash-in-lieu of park land dedication be accepted and to relax the minimum 10% frontage requirement for proposed Lot 4, as shown on the plan of subdivision of Lot 1, Section 18, Range 4, Cedar District, Plan 7206 Except Parcel A (DD 94411N) Thereof and Except Part in Plan 36841, be approved subject to the applicant registering a section 219 covenant on proposed Lot 4 restricting further subdivision unless the minimum 10% requirement pursuant to section 944 of the *Local Government Act* can be met.

CARRIED

**Building Strata Conversion Application – Philip Sopow – 2525 Myles Lake Road – Area C.**

MOVED Director Hamilton, SECONDED Director Quittenton, that the request from Philip Sopow, to amend the Board resolution with respect to approval of the building strata conversion as shown on the Sketch Plan of Lot A, Cranberry District, Section 8, Range 3, Plan VIP53510, be approved subject to the conditions being met as set out in Schedule No. '1' of the staff report.

CARRIED

**Update on Implementation of Community Sewers for the Cedar Village and Surrounding Suburban Residential Lands – Area A.**

MOVED Director Elliott, SECONDED Director Krall,:

1. That staff prepare an information pamphlet providing an update on the expansion of community sewers into the Cedar Urban Containment Boundary for direct mail to property owners within the proposed servicing area.

2. That staff prepare Terms of Reference for the preparation of a comprehensive study of soils, hydrology and a survey of on-site septic systems as part of the application process for the Cedar Sewer Infrastructure Implementation Grant and report back to the Board.

CARRIED

**Land Use and Subdivision Amendment Bylaw No. 500.281 & Horne Lake Service Area Sewage Disposal Regulation Bylaw No. 1218.01 – Area H.**

MOVED Director Quittenton, SECONDED Director Hamilton,:

1. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading.
2. That the requirements for the public hearing for "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be waived pursuant to Section 890 (4) of the *Local Government Act*.
3. That notification for "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.281, 2002" be undertaken pursuant to Section 893 of the *Local Government Act*.
4. That the "Horne Lake Service Area Sewage Disposal Regulation Bylaw No. 1218.01, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading and referred to the Provincial Health Officer for approval.
5. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.274, 2001" be repealed.

CARRIED

**Electoral Area 'F' OCP Amendment Bylaw No. 1152.02.**

MOVED Director McLean, SECONDED Director Haime, that the staff report be received and "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.02, 2002" be given 2<sup>nd</sup> reading and proceed to Public Hearing.

CARRIED

**COMMUNITY SERVICES**

**REGIONAL GROWTH MANAGEMENT**

**Growth Management Plan Monitoring Program – Scope & Approach.**

MOVED Director Haime, SECONDED Director McLean, that the Regional District fulfill its obligation to monitor Growth Management Plan implementation and progress towards Plan objectives and action by pursuing a mid-level monitoring program.

DEFEATED

MOVED Director Holdom, SECONDED Director Krall, that the Regional District fulfill its obligation to monitor Growth Management Plan implementation and progress towards Plan objectives and action by pursuing a comprehensive monitoring program, including staff's preparation of terms of reference for a new committee, as described in Alternative 4.

CARRIED

**CORPORATE SERVICES**

**FINANCE**

**2001 Audited Financial Statements.**

MOVED Director Holme, SECONDED Director Holdom, that the report on the audited financial statements for the year ended December 31, 2001 be received.

CARRIED

**2001 Public Bodies Information Report.**

MOVED Director Holme, SECONDED Director McLean, that the 2001 Public Bodies Financial Information Report on supplier payments and employee remuneration be received for information.

CARRIED

**HOSPITAL**

**2001 Audited Financial Statements.**

MOVED Director Hamilton, SECONDED Director Macdonald, that the report on the 2001 audited financial statements of the Nanaimo Regional Hospital District be received.

CARRIED

**ENVIRONMENTAL SERVICES**

**LIQUID WASTE MANAGEMENT**

**Wastewater Treatment and Disposal Options Review – Qualicum Bay/Dunsmuir, Bowser and Extension.**

MOVED Director Holme, SECONDED Director McLean,:

1. That the wastewater treatment and disposal option and servicing studies for Qualicum Bay/Dunsmuir and Bowser and Extension be received.
2. That staff be directed to consult with the stakeholders to determine the preferred servicing option and to take that option to pre-design to determine costs of final construction.

CARRIED

**UTILITIES/ENGINEERING**

**Rural Streetlighting LSA Amendment Bylaw No. 791.03.**

MOVED Director Holme, SECONDED Director Klee,:

1. That "Rural Streetlighting Local Service Area Amendment Bylaw No. 791.03, 2002" be granted first three readings.
2. That "Rural Streetlighting Local Service Area Amendment Bylaw No. 791.03, 2002" be forwarded to the Inspector for approval.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

MOVED Director Quittenton, SECONDED Director Klee, that the minutes of the District 69 Recreation Commission meeting held March 14, 2002 be received for information.

CARRIED

MOVED Director Quittenton, SECONDED Director Macdonald,:

1. That the following Community Grant In Aid be approved:

Family Resource Association	\$	500
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2. That the following Youth Grant In Aids be approved:

Kidfest	\$	1,500
Errington Therapeutic Riding Association		1,500
Erik Goetzinger BMX Society		3,200
Arrowsmith Mountain Bike Society		3,400
Deep Bay Yacht Club Junior Sailing Program		2,700

CARRIED

**Gabriola Island Recreation Commission.**

MOVED Director Sperling, SECONDED Director Korpan, that the minutes of the Gabriola Island Recreation Commission meeting held March 11, 2002 be received for information.

CARRIED

MOVED Director Sperling, SECONDED Director McLean, that the report be received and that the Regional District of Nanaimo enter into an agreement with the Gabriola Recreation Society for the provision of recreation services to the residents of Gabriola Island.

CARRIED

MOVED Director Sperling, SECONDED Director McLean, that the second recommendation in the staff report with respect to the Gabriola Recreation Society proposal be tabled.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Krall, that the meeting terminate.

CARRIED

TIME: 8:48 PM

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CHAIRPERSON



REGIONAL DISTRICT OF NANAIMO			
APR - 3 2002			
CHAIR		GMCRS	
CAO		GMDS	
GMCMS		GMES	
		<i>Sid</i>	<i>✓</i>
DATE			

MEMORANDUM

TO: Pamela Shaw  
Manager of Community Planning

April 2, 2002

FROM: Geoff Garbutt  
Senior Planner

FILE: 6480 20 115202

SUBJECT: Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002

PURPOSE

To consider giving second reading to the Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002 and proceed to public hearing.

BACKGROUND

At the March 26<sup>th</sup>, 2002 Regional District of Nanaimo Committee of the Whole Meeting, the Committee moved that:

*the staff report be received and "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.02, 2002" receive 2<sup>nd</sup> reading and proceed to public hearing.*

This proposal would amend the Official Community Plan by recommending a minimum permitted parcel size of 2.0 hectares for lands within the Agricultural Land Reserve (reduced from 4.0 hectares).

Section 879 of the *Local Government Act* requires that when the Board is considering giving 2<sup>nd</sup> reading to the proposed Official Community Plan amendment they must, in sequence, consider the plan in conjunction with the following: RDN financial plan or capital expenditure program as applicable; RDN Growth Management Plan, any waste management plan that is applicable in the regional district; and comments from the Land Reserve Commission. In order for the amendment to proceed the Board must take the steps required by the *Local Government Act*.

In addition, this report requests consideration of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading of "Regional District of Nanaimo Impact Assessment Bylaw Amendment Bylaw No. 1165.02, 2002". This will allow the RDN Board to consider the same development approval information requirements for the proposed zoning bylaw for Electoral Area 'F' as the Board currently considers for all existing official community plan or zoning bylaw amendments.

At Committee of the Whole meeting held on March 12, 2002 it was moved that the Board delegate the holding of the Public Hearing with respect to Bylaw 1152.02, 2002 to Director McLean or Director Stanhope as his alternate. This delegation is currently consistent with the delegation of the public hearing for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002". In consultation with the Regional District's solicitor, staff advise that if the delegation to a public hearing is to an individual director, the alternate delegate must be the Regional Director's designated alternate in accordance with the *Local Government Act*. Therefore it is recommended that the delegation for the holding of the public hearing for both bylaws be delegated to Director McLean or his alternate.



## ALTERNATIVES

1. To receive the staff report and:
  - a) Consider "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" with respect to the RDN financial plan or capital expenditure program as applicable; RDN Growth Management Plan, any waste management plan that is applicable in the regional district; provincial policy guidelines and comments from the Land Reserve Commission; and
  - b) Give 2<sup>nd</sup> reading to "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" and proceed to Public Hearing as recommended by the Committee of the Whole.
2. To receive the staff report and abandon "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002".

## FINANCIAL IMPLICATIONS

No new costs beyond those already budgeted for would be incurred by the consideration of this Official Community Plan Amendment.

## WASTE MANAGEMENT PLAN IMPLICATIONS

The proposed Official Community Plan amendment does not have a significant impact on the regional waste management plans in that, the potential new lots would be serviced with on site services (well and septic disposal) and would not impact on existing infrastructure services in the region. The OCP will continue to support increased densities within urban containment boundaries and will only allow for infrastructure services to support development in these areas.

## GROWTH MANAGEMENT PLAN IMPLICATIONS

With respect to the Growth Management Plan (GMP), the proposed OCP amendment has the potential to have a significant impact on the intensity of development in the Resource Lands identified in the GMP. Amending the minimum parcel size for lands located in the Agricultural Land Reserve from 4 hectares to 2 hectares may have an impact on the future development of a large portion of Electoral Area 'F'. There is the potential with this amendment to direct a significant number of additional housing units away from the urban containment boundaries. It must be recognized however, that these parcels will still remain within a resource designation and still be subject to all Land Reserve Commission (LRC) regulations and as such, the amendment is considered to be consistent with the Growth Management Plan policies.

## PROVINCIAL POLICY IMPLICATIONS

Section 882 of the *Local Government Act* requires that any OCP amendment that has an impact on ALR lands be referred to the LRC for comment prior to being considered for Board approval. Comments received during the OCP consultation process from both the LRC and the Ministry of Agriculture indicate that the amendment is not in keeping with provincial policy guidelines and the Commission and Ministry are strongly opposed to this amendment.

## VOTING

- ≡ All Directors – one vote, except Electoral Area 'B'.

## SUMMARY/ CONCLUSIONS

In order for an Official Community Plan amendment to be given 2<sup>nd</sup> reading and proceed to public hearing, the Board must consider the amendment with respect to its consistency with capital expenditure program as applicable, RDN Growth Management Plan, any waste management plan that is applicable in the regional district; provincial policy guidelines, and comments from the Land Reserve Commission. The proposed amendment has been reviewed in conjunction with the capital expenditure plan, existing waste management plans and the Regional Growth Strategy as outlined in this report. It is noted however that the proposed amendment does not have the support of the Land Reserve Commission or the Ministry of Agriculture and will be subject to approval by the Minister of Community, Aboriginal and Women's Services.

## RECOMMENDATIONS


1. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" has been considered in conjunction with the RDN waste management plans.
3. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" has been considered in conjunction with the RDN growth management plan.
4. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.
5. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" be given 2<sup>nd</sup> reading and be referred to a public hearing.
6. That the holding of a public hearing with respect to the "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Bylaw Amendment Bylaw No. 1152.02, 2002" be delegated to Director McLean or his alternate.
7. That the motion delegating the public hearing with respect to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" to Director McLean or Director Stanhope as his alternate, be rescinded and that the holding of the public hearing with respect to "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002" be delegated to Director McLean or his alternate.
8. That "Regional District of Nanaimo Impact Assessment Bylaw Amendment Bylaw No. 1165.02, 2002" be introduced and given 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.

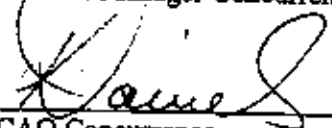
  
Report Writer

  
Manager Concurrence

COMMENTS:

devsr/reports/2002/6480 00 115202 apr brd EAF ocp amend.doc

  
General Manager Concurrence

  
CAO Concurrence



REGIONAL DISTRICT OF NANAIMO		
APR - 4 2002		
CHAIR		GMCrs
CAO		GMDS
GMCms		GMES
<i>Board</i>		
		DATE:
		FILE:

MEMORANDUM

TO: Wayne Moorman, P. Eng.  
Manager of Engineering and Utilities

DATE:

April 2, 2002

FROM: Deb Churko, Dipl.T.  
Engineering Technician

FILE:

5500-22-NB-04-SL

SUBJECT: Nanoose Water Local Service Area.  
Davenham Road and Dolphin Drive Watermain Replacement  
Tender Award

PURPOSE

To consider the tender award for the watermain replacement at Davenham Road/Dolphin Drive in Nanoose Bay.

BACKGROUND

During the budgeting process for 2002, funds were included for two watermain upgrades in Nanoose Bay; one at the east end of Davenham Road, connecting to the west end of Dolphin Drive, and one on Sea Lion Crescent (see attached map, Figure 1). The budget for these two watermain upgrades, including all engineering and construction costs, was allocated from general revenue and the balance from existing excess borrowed funds from an earlier capital replacement program in Nanoose Bay. Currently this excess borrowed fund stands at just over \$213,000.00.

Tenders for both watermain upgrades closed on March 26, 2002. Six tenders were received for the Sea Lion Crescent Watermain Replacement, with the lowest bid from Hub Excavating Ltd. being \$97,915.92 (incl. 3% GST) and a completion time of 33 days. Since the project can be completed for less than \$100,000.00 and within funds allocated from general revenue, the contract may be awarded to Hub Excavating Ltd. without requiring a motion for approval from the Board.

Five tenders were received for the Davenham/Dolphin Drive Watermain Replacement. The bids and completion times were as follows:

- |                                |              |         |
|--------------------------------|--------------|---------|
| 1. Fournier Excavating Ltd.    | \$144,901.11 | 30 days |
| 2. Hub Excavating Ltd.         | \$149,481.84 | 33 days |
| 3. Chet Construction           | \$158,664.29 | 35 days |
| 4. J.R. Edgett Excavating Ltd. | \$165,524.14 | 21 days |
| 5. Hazelwood Construction      | \$169,593.64 | 32 days |

All tenders included 3% GST and a contingency allowance of \$5,000.00. Our consulting engineers have evaluated the tender submissions and recommend that the Davenham/Dolphin Drive Watermain Replacement be awarded to Fournier Excavating Ltd. for the tendered amount of \$144,901.11 with the proviso that funds are available to undertake this project. The engineer's pre-tender estimate for the

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Davenham project was in the range of \$125,000.00. As this project is over \$100,000.00 the Board must approve award of this contract.

Construction of the Davenham/Dolphin Drive Watermain will cost \$144,900.00 and engineering services will add another \$15,600.00 to the costs, thereby bringing the total project cost to \$160,500.00. These costs are to be allocated from excess borrowed funds not utilized in an earlier capital works project within the Nanoose Water Local Service Area. These funds must be released by bylaw to effect the completion of this project

Bylaw 1297, a bylaw to authorize the expenditure of excess borrowed funds, is appended to this report. Bylaw 1297 indicates that approximately \$213,051.00 remains in unexpended borrowed funds for the Nanoose Water Local Service Area. The watermain improvements suggested in this report are similar in nature to the original purpose of the bylaw. Section 337(3)(c) of the *Local Government Act* requires the Board to provide by bylaw for the expenditure of unexpended bylaw funds. Accessing these excess capital funds will not impact taxes to the Nanoose Water Local Service Area residents.

### ALTERNATIVES

1. Appropriate \$160,500.00 from unexpended bylaw funds to cover construction plus engineering services costs and award the Davenham/Dolphin Drive contract to Fournier Excavating Ltd. for the tendered amount of \$144,901.11.
2. Not award the contract.

### FINANCIAL IMPLICATIONS

The total project cost to complete the construction and engineering of Davenham/Dolphin Drive Watermain Replacement will be \$160,500.00. This money must be accessed through excess funds from an earlier capital works program for which all the borrowed funds were not spent. This money is available through Bylaw 1297, a bylaw to authorize the expenditure of excess borrowed funds. Approximately \$213,051.00 remains in unexpended borrowed funds for the Nanoose Water Local Service Area. Accessing this fund will not have an increased financial impact on the Nanoose residents.


### SUMMARY/CONCLUSIONS


Watermain upgrades on Sea Lion Crescent and Davenham/Dolphin Drive were tendered in March 2002, and bids were received on March 26, 2002. Six tenders were received for the Sea Lion Crescent Watermain Replacement, with the lowest bid being \$97,915.92. Since the project can be completed for less than \$100,000.00, the contract can be awarded to the lowest qualified bidder (Hub Excavating Ltd.). Further, this project can be completed within the budget allocated in general revenue in 2002.

Five tenders were received for the Davenham/Dolphin Drive Watermain Replacement. Our consultant has recommended that the Davenham/Dolphin Drive Watermain Replacement be awarded to Fournier Excavating Ltd. for the tendered amount of \$144,901.11 on the proviso that funds are available for this project. Currently funds for this project are available from excess borrowed funds from an earlier capital works project in the Nanoose Water Local Service Area. Access to \$160,500.00 from these excess funds is required to complete the project, and the expenditure can be authorized through Bylaw 1297 (appended). Board approval is necessary to award this contract as it is over \$100,000.00. Accessing these funds will not have an increased financial impact on the Nanoose residents.

**RECOMMENDATION**

1. That "Regional District of Nanaimo Nanoose Water Local Service Area Excess Capital Funds Expenditure (Watermain Improvements) Bylaw No. 1297, 2002," be given three readings;
2. That "Regional District of Nanaimo Nanoose Water Local Service Area Excess Capital Funds Expenditure (Watermain Improvements) Bylaw No. 1297, 2002," be adopted;
3. That the Davenham/Dolphin Drive Watermain Replacement Contract be awarded to Fouriner Excavating Ltd. for the tendered price of \$144,901.11.

 FR. D. Churko  
Report Writer

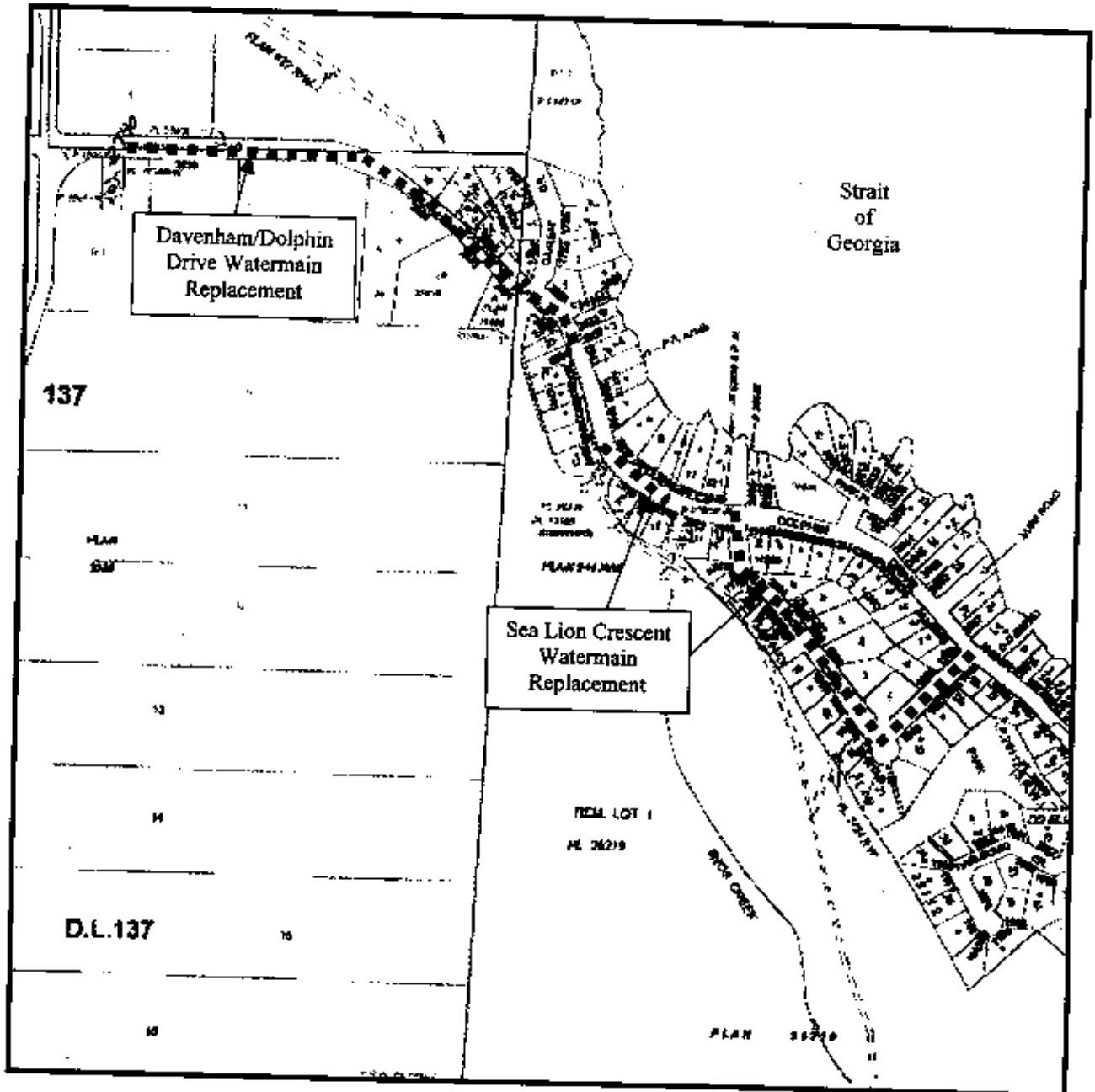
 FOR W. Mooreman  
Manager Concurrence

  
General Manager Concurrence

  
CAO Concurrence

COMMENTS:

**Figure 1: Site Location**



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1297

**A BYLAW TO AUTHORIZE THE EXPENDITURE  
OF UNEXPENDED BYLAW FUNDS FOR WATERMAIN  
UPGRADES IN THE NANOOSE WATER SERVICE AREA**

WHEREAS the Regional District of Nanaimo has on hand excess funds related to debenture issues with respect to the Nanoose Water Local Service Area as a result of the refund of sinking fund surpluses;

AND WHEREAS after meeting all expenditures related thereto, there remains approximately \$213, 051 in unexpended borrowed funds;

AND WHEREAS the District has identified certain watermain improvements as a project similar in nature to the original purpose of the bylaws;

AND WHEREAS Section 337(3)(c) of the *Local Government Act* requires the Board to provide by bylaw, for the expenditure of unexpended bylaw funds;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled, enacts as follows:

1. That the amount of \$160,500 is hereby appropriated from the remaining unexpended bylaw funds for the purpose of improving watermains at Sea Lion Crescent and Davenham Road in the Nanoose Water Local Service Area.
2. Should any of the amount in (1) above remain unexpended, such unexpended balance shall be returned to the credit of the capital fund for the Nanoose Water Local Service Area.
3. This bylaw may be cited as "Regional District of Nanaimo Nanoose Water Local Service Area Excess Capital Funds Expenditure (Watermain Improvements) Bylaw No. 1297, 2002".

Introduced and read three times this 9th day of April, 2002.

Adopted this 9th day of April, 2002.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
GENERAL MANAGER, CORPORATE SERVICES

**PAGE**  
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<b>REGIONAL DISTRICT OF NANAIMO</b>			
APR - 2 2002			
<b>CHAIR</b>		<b>GMCS</b>	
<b>CAO</b>		<b>GMDS</b>	
<b>GMCS</b>		<b>GMES</b>	

## MEMORANDUM

**TO:** Neil Connelly  
General Manager of Community Services

**DATE:** March 28, 2002

**FROM:** Mike Donnelly  
Manager of Transportation Services

**FILE:** 2240-20

**SUBJECT:** 2002/2003 Annual Operating Agreement  
BC Transit / Regional District of Nanaimo

### PURPOSE

To bring forward the 2002/2003 BC Transit Annual Operating Agreement for approval.

### BACKGROUND

The Annual Operating Agreement (A.O.A) (attached) between the Regional District of Nanaimo and BC Transit is renewed annually. It sets out the cost sharing agreements for Custom (HandyDART) and Conventional Transit services for the period of April 1st, 2002 to March 31st, 2003. Both parties renew the A.O.A. annually through negotiation. The financial aspects are determined based on mutual agreement on the annual program for service provision as set out in the 2002 annual budget.

The A.O.A. is primarily structured to provide agreement around such items as service specifications, the budget, payment schedules and fares. It outlines the days on which service is provided, how many hours of service are to be provided and at what rate they can be charged for cost sharing purposes. The agreement may be amended with the consent of both parties.

The Master Joint Operating Agreement (M.J.O.A.), a supplementary document to the A.O.A. sets out the terms and conditions for both parties in relation to items such as maintenance, marketing, scheduling and overall operation of the systems. The M.J.O.A. forms part of the A.O.A. master document and as such does not require a separate Board resolution.

BC Transit shares in the majority of costs for the provision of Custom and Conventional service in the Regional District. The Provincial funding level for both Custom and Conventional service is 66% and 46.7% respectively. The remaining cost recoveries to operate the system are achieved through fares, advertising revenue and local taxation.

There are costs that are not shared by BC Transit for Custom and Conventional service. Such items as RDN interdepartmental administration, commissions paid to vendors, building rentals, bus stop maintenance, janitorial services and professional fees are not included in the cost sharing formula.



**ALTERNATIVES**

1. Approve the 2002/2003 Annual Operating Agreement.
2. Do not approve the 2002/2003 Annual Operating Agreement.

**FINANCIAL IMPLICATIONS**

1. The A.O.A. is consistent with the year 2002 Annual Budget adopted by the Board.
2. Not approving the A.O.A. will eliminate BC Transit's obligation to cost share in the service.

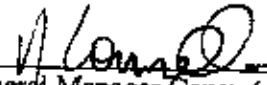
**SUMMARY**


BC Transit has forwarded the Annual Operating Agreement covering the period from April 1st, 2002 to March 31st, 2003 for the RDN Conventional and Custom Transit systems. Staff has worked with BC Transit on the development of this A.O.A. in conjunction with the Board's consideration of the 2002 annual transit budgets and concurs with the final document.

**RECOMMENDATION**

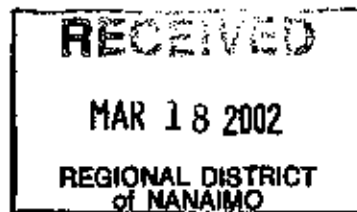
That the 2002/2003 Annual Operating Agreement between BC Transit and the Regional District of Nanaimo for the provision of Conventional and Custom Transit services be approved.

\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
C.A.O. Concurrence

COMMENTS:



March 11, 2002  
File: NAN.23

Mike Donnelly  
Manager of Transportation Services  
Regional District of Nanaimo  
#1 Applecross Road  
Nanaimo, BC V0R 2H0

Dear Mike:

**SUBJECT: 2002/03 Nanaimo Regional Transit Annual Operating Agreement**

Further to our discussions, please find enclosed the 2002/03 Annual Operating Agreement for the Nanaimo Regional Transit System for approval. The 2002/03 Information and Performance Summary and the most recent fare summary for the Municipal Systems Program are also enclosed.

The Nanaimo Regional Transit System includes both conventional and custom transit services operating in the City of Nanaimo, the City of Parksville, the Town of Qualicum Beach, and in adjacent areas of the Regional District. The system is operated by the Regional District of Nanaimo.

**ANNUAL OPERATING AGREEMENT**

**FINANCIAL ANALYSIS**

The total costs for these systems are budgeted at \$7,342,963, a \$158,000 (2.2%) increase from 2001/02. This is based on a 0.9% increase in total service hours.

**Conventional Transit:**

Total cost for 2002/03 is budgeted at \$6,347,673, an increase of \$159,000 (2.6%) from the 2001/02 budget. There is a net 1.2% increase in service hours based on the annualization of the August 2001 service expansion, offset by minor service reductions to achieve improved productivity. Higher Variable Hourly, Running Repair, and Vehicle Debt Service costs contributed to the increase in costs:

- Variable Hourly costs increase by \$88,000 (2.7%) due to the increased hours of service and higher wage and benefit costs.
- Running Repair costs increase \$20,000 (4.8%), based on actual trends in 2001/02.
- The local share of Vehicle Debt Service costs increases \$71,000 (12.3%) as a result of the six new Dennis Dart buses.

These increases were partly offset by lower Variable Distance and Marketing costs:

- Variable Distance costs decrease by \$16,000 (-2.8%) mainly due to lower fuel consumption for the six new Dennis Dart buses.
- Marketing costs decrease \$11,000 (-12.6%) to reflect the 2002 marketing plan.

**Custom Transit:**

Total cost for 2002/03 is budgeted at \$995,290, a \$900 (-0.1%) decrease from the 2001/02 budget. Increases in Variable Hourly and Running Repair costs are offset by reductions in Fixed and Vehicle Debt Service costs:

- Variable Hourly costs increase \$10,000 (1.9%) due to higher wage and benefit costs.
- Running Repair costs increase \$5,000 (9.6%) based on actual trends in 2001/02.
- Fixed costs decrease by \$8,000 (-5.0%) due to a lower proportion of total fixed costs being allocated to custom transit.
- The local share of Vehicle Debt Service costs decrease \$4,200 (-7.7%) to reflect actual costs in the current year.

**PERFORMANCE ANALYSIS**

**Conventional Transit:**

Ridership is forecast at 2,192,000 for 2002/03, a 19.8% increase from the current budget, reflecting actual trends in 2001/02 and annualization of the service expansion. Revenue is forecast to increase by 18.4% due to the increased ridership. Productivity is forecast to increase to 22.7 rides per hour from 19.1 in 2001/02. Cost recovery is forecast to increase to 40.1%.

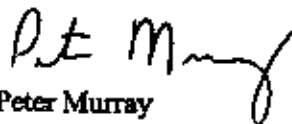
**Custom Transit:**

Custom ridership is forecast at 65,100, a 1.7% increase from the 2001/02 budget. This is based on actual trends during 2001/02. Productivity is forecast to be unchanged at 2.8 passengers per hour of service. Cost recovery is forecast to increase slightly to 13.2% from 13.0% in 2001/02.

The budget is also subject to approval by the Board of Directors of BC Transit and the Provincial Treasury Board.

The agreements may be approved by resolution. Once the agreements have received signature/seal from the Regional District of Nanaimo, please return all originals to the undersigned for execution by BC Transit. The agreements must be returned to BC Transit by April 30, 2002 so that the April payment can be processed.

Yours truly,



Peter Murray  
Transportation Planner  
Municipal Systems Program, BC Transit

*Attachments: 2 Annual Operating Agreements  
2 Information and Performance Summaries  
1 Fare Summary*

# INFORMATION AND PERFORMANCE SUMMARY

## Nanaimo Conventional

	AOA Budget 2001/2002	AOA Budget 2002/2003	Variance	
			\$/ #	%
<b>BUDGET SUMMARY</b>				
Total Costs	\$6,189,121	\$6,347,673	\$158,552	2.6%
Total Revenue	\$2,148,868	\$2,544,928	\$396,060	18.4%
BCT Share of Costs	\$2,618,943	\$2,659,791	\$40,848	1.6%
Net Municipal Share	\$1,318,763	\$1,039,118	-\$280,645	-21.3%
<b>PERFORMANCE SUMMARY</b>				
<b>Level of Service</b>				
Population Served	101,400	103,400	2,000	2.0%
Number of Buses in Service	33	33	0	0.0%
Revenue Hours of Service	95,607.83	96,727.40	1,119.57	1.2%
<b>Effectiveness</b>				
Annual Revenue Passengers - Conventional	1,829,214	2,192,000	362,786	19.8%
Total Revenue Passengers per Capita	18.04	21.20	3.16	17.5%
Passengers per Revenue Hour	19.1	22.7	3.5	18.4%
Total Cost per Total Passenger	\$3.38	\$2.90	-\$0.48	-14.3%
Cost Recovery	34.7%	40.1%	0.1	15.4%
<b>Efficiency</b>				
Total Operating Cost of Service per Revenue Hour	\$58.67	\$58.89	\$0.23	0.4%
Total Cost of Service per Revenue Hour	\$64.73	\$65.82	\$0.89	1.4%

## Information & Performance Summary

### Nanaimo Regional Custom

	AOA Budget 2001/2002	AOA Budget 2002/2003	Variance	
			\$/ #	%
<b>BUDGET SUMMARY</b>				
Total Costs	\$996,201	\$995,290	-\$912	-0.1%
Total Revenue	\$129,060	\$131,365	\$2,305	1.8%
BCT Share of Costs	\$627,989	\$630,165	\$2,196	0.3%
Net Municipal Share	\$221,981	\$216,445	-\$5,537	-2.5%
<b>PERFORMANCE SUMMARY</b>				
<b>Level of Service</b>				
Population Served	125,800	127,000	1,200	1.0%
Number of Buses in Service	10	10	0	0.0%
Revenue Hours of Service	20,882.67	20,854.56	-28.11	-0.1%
<b>Effectiveness</b>				
Annual Revenue Passengers	64,000	65,100	1,100	1.7%
Custom/Para - Vans	57,500	58,600	1,100	1.9%
Custom/Para - Taxi Supplement	2,500	2,500	0	0.0%
Taxi Saver	4,000	4,000	0	0.0%
Total Revenue Passengers per Capita	0.51	0.51	0.00	0.8%
Van Passengers per Revenue Hour	2.8	2.8	0.1	2.1%
Total Cost per Total Passenger	\$15.57	\$15.29	-\$0.28	-1.8%
Van Cost per Van Passenger	\$18.72	\$18.39	-\$0.33	-2.0%
Taxi Cost per Taxi Passenger	\$5.38	\$5.38	\$0.00	0.0%
Cost Recovery	13.0%	13.2%	0.0	1.9%
<b>Efficiency</b>				
Total Operating Cost of Service per Revenue Hour	\$43.42	\$43.63	\$0.22	0.5%
Total Cost of Service per Revenue Hour	\$46.03	\$46.05	\$0.02	0.0%

# **ANNUAL OPERATING AGREEMENT**

**Between**

**THE REGIONAL DISTRICT OF NANAIMO**

**And**

**BRITISH COLUMBIA TRANSIT**

**APRIL 1, 2002 TO MARCH 31, 2003**



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**ANNUAL OPERATING AGREEMENT**

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**ANNUAL OPERATING AGREEMENT**

**BETWEEN:** THE REGIONAL DISTRICT OF NANAIMO  
(the "Municipality" and the "Operating Company")

**AND:** BRITISH COLUMBIA TRANSIT  
(the "Authority")

**WHEREAS** the Municipality and the Authority are authorized to share in the costs of providing a Public Passenger Transportation System pursuant to the British Columbia Transit Act.

**WHEREAS** the Municipality is authorized to operate, manage and maintain a Public Passenger Transportation System within the Nanaimo Regional Transit Service Area.

**WHEREAS** the parties hereto have entered into a Master Joint Operating Agreement effective April 1, 2001 which sets out the general rights and responsibilities of the parties hereto.

**AND WHEREAS** the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

**SECTION 1 - DEFINITION OF TERMS**

- 1.1 **Definitions:** Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:
- (a) "Annual Operating Agreement" shall mean this Annual Operating Agreement dated April 1, 2002 to March 31, 2003 and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
  - (b) "Master Agreement" shall mean that certain Master Joint Operating Agreement effective April 1, 2001 including any amendments made thereto;

**SECTION 2 - INCORPORATION OF MASTER AGREEMENT**

- 2.1 **Incorporation of Master Agreement into Annual Operating Agreement:** Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the British Columbia Transit Act, as amended from time to time.

**SECTION 3 - TERM AND RENEWAL**

- 3.1 **Term and Renewal:** The term of this Annual Operating Agreement shall be for the period April 1, 2002 until and including March 31, 2003, except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Master Operating Agreement shall likewise be so terminated or not renewed, as the case may be.



**SECTION 4 - SCHEDULES**

- 4.1 **Schedules:** The schedules attached hereto shall form part of the Annual Operating Agreement and be binding upon the parties hereto as though they were incorporated into the body of this Agreement.
- a) Schedule "A" - Transit Service Area
  - b) Schedule "B" - Service Specifications
  - c) Schedule "C" - Budget
  - d) Schedule "D" - Payment Schedule
  - e) Schedule "E" - Tariff-Fares

**SECTION 5 - MISCELLANEOUS PROVISIONS**

- 5.1 **Amendment:** This Annual Operating Agreement and the Schedules attached hereto may be amended only with the prior written consent of all parties.
- 5.2 **Assignment:** This Annual Operating Agreement shall not be assignable without the prior written consent of the other parties.
- 5.3 **Enurement:** The Annual Operating Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.

**SECTION 6 - Notices and Communication**

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

**Regional District of Nanaimo**  
c/o Manager of Transportation Services  
6300 Hammond Bay Road  
Nanaimo, BC V0R 2H0

and to

**BC Transit**  
520 Gorge Road East  
Victoria, BC V8W 2P3  
Attention: President & CEO

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

**PAGE**  
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IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer  
this        day of

THE CORPORATE SEAL OF THE REGIONAL  
DISTRICT OF NANAIMO has been hereto affixed  
in the presence of:

\_\_\_\_\_  
  
\_\_\_\_\_

THE COMMON SEAL OF BRITISH COLUMBIA  
TRANSIT  
has been hereto affixed in the presence of:

\_\_\_\_\_  
PRESIDENT AND CEO

\_\_\_\_\_  
CORPORATE SECRETARY

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**SCHEDULE "A" - Transit Service Area Boundaries**

The boundaries of the Municipal Transit Service Area shall be defined as follows:

The boundaries of the Nanaimo Regional Transit Service Area shall include the corporate boundaries of the City of Nanaimo, Electoral Areas A and D of the Regional District of Nanaimo; and shall include the corporate boundaries of the City of Parksville, the Town of Qualicum Beach, and Electoral Areas E, G and H of the Regional District of Nanaimo.

**SCHEDULE "B" - Service Specifications**

Nanaimo Regional Waste Budget Official AOA

2002/2003

Nanaimo Regional Waste Budget Official AOA 2002/2003

Schedule 'B'

Effective Apr 01, 2002

**Scheduled Revenue Service**

2002 Full Year (Apr 01, 2002 to Mar 31, 2003)

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Rate/Day	216.00	216.00	216.00	216.00	216.00	282.00	78.00
Rate/Day	7,181.80	7,181.80	7,181.80	7,181.80	7,181.80	8,968.20	1,871.30

**Extra Revenue Service**

	Apr. 2002	May, 2002	Jun, 2002	Jul, 2002	Aug, 2002	Sep, 2002	Oct, 2002	Nov, 2002	Dec, 2002	Jan, 2003	Feb, 2003	Mar, 2003
State Overload Hours	-1,475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Overload Kilometers	-33,615.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State School Service Hours	105.00	105.00	105.00	0.00	0.00	105.00	105.00	105.00	105.00	105.00	105.00	105.00
State School Service Kilometers	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00
State Special Events Hours	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00
State Special Events Kilometers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00

**2002/2003 Calendar Specifications**

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception City
Apr 01, 2002 to Apr 30, 2002	5	5	4	4	4	4	4	0	30	May 20, 2002: Victoria Day 2002 (Mon)
May 01, 2002 to May 31, 2002	3	4	5	4	3	4	4	1	31	Jul 01, 2002: Canada Day 2002 (Mon)
Jun 01, 2002 to Jun 30, 2002	4	4	4	4	4	5	5	0	30	Aug 05, 2002: BC Day 2002 (Mon)
Jul 01, 2002 to Jul 31, 2002	4	5	5	4	4	4	4	1	31	Aug 05, 2002: Labour Day 2002 (Mon)
Aug 01, 2002 to Aug 31, 2002	3	4	4	4	5	4	4	1	31	Oct 14, 2002: Thanksgiving Day 2002 (Mon)
Sep 01, 2002 to Sep 30, 2002	4	4	4	4	4	4	4	0	30	Nov 11, 2002: Remembrance Day 2002 (Mon)
Oct 01, 2002 to Oct 31, 2002	3	5	5	5	4	4	4	1	31	Dec 25, 2002: Christmas Day 2002 (Wed)
Nov 01, 2002 to Nov 30, 2002	3	4	4	4	5	5	4	1	30	Dec 28, 2002: Boxing Day 2002 (Fri)
Dec 01, 2002 to Dec 31, 2002	6	6	5	3	4	4	5	2	31	Jan 01, 2003: New Year's Day 2003 (Wed)
Jan 01, 2003 to Jan 31, 2003	4	4	4	4	5	4	4	0	31	
Feb 01, 2003 to Feb 28, 2003	4	4	4	4	4	4	4	0	28	
Mar 01, 2003 to Mar 31, 2003	5	4	4	4	4	5	5	0	31	
<b>Total</b>	<b>47</b>	<b>52</b>	<b>50</b>	<b>51</b>	<b>52</b>	<b>52</b>	<b>52</b>	<b>5</b>	<b>380</b>	<b>5 Exceptions</b>

**Monthly Summary**

Month	Conventional Trucks					
	Revenue Hours			Revenue Kilometers		
	Scheduled	Extra	Total	Scheduled	Extra	Total
April, 2002	8,288.14	-1,386.00	6,902.14	168,250.08	-31,815.00	136,435.08
May, 2002	8,288.14	105.00	8,393.14	168,300.08	2,100.00	170,400.08
June, 2002	8,288.14	105.00	8,393.14	168,300.08	2,100.00	170,400.08
July, 2002	8,288.14	0.00	8,288.14	168,300.08	2,100.00	170,400.08
August, 2002	6,240.77	0.00	6,240.77	124,815.16	2,100.00	126,915.16
September, 2002	7,741.17	105.00	7,846.17	154,817.76	2,100.00	156,917.76
October, 2002	8,288.14	105.00	8,393.14	168,300.08	2,100.00	170,400.08
November, 2002	7,825.76	105.00	7,930.76	156,512.72	2,100.00	158,612.72
December, 2002	7,741.17	105.00	7,846.17	154,817.76	2,100.00	156,917.76
Jan-July, 2003	8,288.14	105.00	8,393.14	168,300.08	2,100.00	170,400.08
February, 2003	7,846.17	105.00	7,951.17	156,815.16	2,100.00	158,915.16
March, 2003	8,240.77	105.00	8,345.77	166,815.16	2,100.00	168,915.16
<b>Total</b>	<b>87,308.48</b>	<b>303.00</b>	<b>87,611.48</b>	<b>1,700,700.00</b>	<b>-7,415.00</b>	<b>1,693,285.00</b>

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Nanaimo Custom Base Budget Official AOA 2002/2003

Schedule 'B'  
Effective Apr 01, 2002

Scheduled Revenue Service

2002 Full Year (Apr 01, 2002 to Mar 31, 2003)							
	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Hourly	71.88	71.88	71.88	71.88	71.88	24.88	28.00
One Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Flexible Hours

	Apr. 2002	May 2002	Jun 2002	Jul 2002	Aug 2002	Sep 2002	Oct 2002	Nov 2002	Dec 2002	Jan 2003	Feb 2003	Mar 2003
	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00

Extra Revenue Service

	Apr. 2002	May 2002	Jun 2002	Jul 2002	Aug 2002	Sep 2002	Oct 2002	Nov 2002	Dec 2002	Jan 2003	Feb 2003	Mar 2003

2002/2003 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2002 to Apr 30, 2002	5	5	5	4	4	4	4	0	30	May 20, 2002 Victoria Day 2002 (Mon)
May 01, 2002 to May 31, 2002	3	4	4	5	5	4	4	1	31	Jul 01, 2002 Canada Day 2002 (Mon)
Jun 01, 2002 to Jun 30, 2002	4	4	4	4	4	4	5	0	30	Aug 05, 2002 BC Day 2002 (Mon)
Jul 01, 2002 to Jul 31, 2002	4	5	5	4	4	4	4	1	31	Sep 02, 2002 Labour Day 2002 (Mon)
Aug 01, 2002 to Aug 31, 2002	5	4	4	5	5	4	4	1	31	Oct 14, 2002 Thanksgiving Day 2002 (Mon)
Sep 01, 2002 to Sep 30, 2002	4	4	4	4	4	4	5	1	30	Nov 11, 2002 Remembrance Day 2002 (Mon)
Oct 01, 2002 to Oct 31, 2002	3	4	5	5	4	4	4	1	31	Dec 05, 2002 Christmas Day 2002 (Wed)
Nov 01, 2002 to Nov 30, 2002	3	4	4	4	4	5	4	1	30	Dec 05, 2002 Boxing Day 2002 (Thu)
Dec 01, 2002 to Dec 31, 2002	0	2	3	3	3	4	5	2	31	Jan 01, 2003 New Year's Day 2003 (Wed)
Jan 01, 2003 to Jan 31, 2003	4	4	4	5	5	4	4	1	31	
Feb 01, 2003 to Feb 28, 2003	4	4	4	4	4	4	4	0	28	
Mar 01, 2003 to Mar 31, 2003	5	4	4	4	4	5	5	0	31	
<b>Total</b>	<b>47</b>	<b>52</b>	<b>50</b>	<b>51</b>	<b>50</b>	<b>50</b>	<b>52</b>	<b>8</b>	<b>348</b>	<b>9 Exceptions</b>

Monthly Summary

Month	Custom Trains						
	Revenue Hours			Revenue Elements			
	Scheduled	Extra	Flexible	Scheduled	Extra	Total	
April, 2002	1,787.14		38.00	1,787.14	0.00		
May, 2002	1,787.14		38.00	1,787.14	0.00		
June, 2002	1,807.28		38.00	1,807.28	0.00		
July, 2002	1,787.14		38.00	1,787.14	0.00		
August, 2002	1,788.14		38.00	1,787.14	0.00		
September, 2002	1,623.36		38.00	1,621.36	0.00		
October, 2002	1,787.14		38.00	1,788.14	0.00		
November, 2002	1,637.26		38.00	1,637.26	0.00		
December, 2002	1,698.36		38.00	1,671.36	0.00		
January, 2003	1,787.14		38.00	1,788.14	0.00		
February, 2003	1,613.36		38.00	1,601.36	0.00		
March, 2003	1,728.14		38.00	1,787.14	0.00		
<b>Total</b>	<b>20,348.88</b>	<b>0.00</b>	<b>468.00</b>	<b>20,854.88</b>	<b>0.00</b>	<b>0.00</b>	

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## SCHEDULE "C" - Budget

Nanaimo Regional Conventional  
2002/2003

<b>TRANSIT REVENUE</b>	
Farebox Cash	\$1,049,635
Tickets & Passes	\$1,012,517
BC Bus Pass	\$423,576
Advertising	\$59,200
<b>TOTAL REVENUE</b>	<b>\$2,544,928</b>
<b>EXPENDITURES</b>	
Fixed Costs	\$740,934
Variable Hourly Costs - Scheduled Service	\$3,305,154
Variable Hourly Costs - Extra Service	-\$12,696
Variable Distance Costs - Scheduled Service	\$561,945
Variable Distance Costs - Extra Service	-\$1,890
Maintenance - Running Repairs	\$428,866
Maintenance - Major Repairs	\$54,738
Contingency	\$14,515
ICBC Insurance	\$76,291
Licences	\$511
Fleet Insurance	\$15,795
Information Systems	\$7,638
<b>TOTAL DIRECT OPERATING COSTS</b>	<b>\$5,191,799</b>
Marketing	\$74,623
Municipal Administration	\$103,836
BCT Administration	\$326,445
<b>TOTAL OPERATING COSTS</b>	<b>\$5,696,703</b>
Debt Service - Vehicles (Local Share)	\$630,318
Debt Service - Equipment (Local Share)	\$20,652
<b>TOTAL DEBT SERVICE - LOCAL SHARE</b>	<b>\$650,969</b>
<b>TOTAL COSTS</b>	<b>\$6,347,673</b>
<b>COST SHARING</b>	
Municipal Share of Costs	\$3,687,882
Less: Total Revenue	\$2,544,928
Less: Municipal Administration	\$103,836
Net Municipal Share of Costs	\$1,039,118
Authority Share of Costs	\$2,659,791
<b>STATISTICS</b>	
Scheduled Revenue Hours	97,100.40
Extra Revenue Hours	-373.00
Scheduled Revenue Kilometres	2,203,768.80
Extra Revenue Kilometres	-7,413.00
Total Passengers	2,192,000
<i>Conventional Passengers</i>	<i>2,192,000</i>

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**Nanaimo Custom  
2002/2003**

<b>TRANSIT REVENUE</b>	
Farebox Cash	\$131,365
<b>TOTAL REVENUE</b>	<b>\$131,365</b>
<b>EXPENDITURES</b>	
Fixed Costs	\$159,346
Variable Hourly Costs - Scheduled Service	\$530,886
Variable Distance Costs - Scheduled Service	\$51,847
Maintenance - Running Repairs	\$57,606
Maintenance - Major Repairs	\$12,598
Taxi Supplement	\$20,000
Taxi Saver Program	\$30,000
Taxi Saver Recoveries	-\$15,000
ICBC Insurance	\$9,202
Licences	\$128
Fleet Insurance	\$3,640
Information Systems	\$5,500
<b>TOTAL DIRECT OPERATING COSTS</b>	<b>\$865,753</b>
Marketing	\$6,559
Municipal Administration	\$17,315
BCT Administration	\$55,290
<b>TOTAL OPERATING COSTS</b>	<b>\$944,917</b>
Debt Service - Vehicles (Local Share)	\$50,373
<b>TOTAL DEBT SERVICE - LOCAL SHARE</b>	<b>\$50,373</b>
<b>TOTAL COSTS</b>	<b>\$995,290</b>
<b>COST SHARING</b>	
Municipal Share of Costs	\$365,125
Less: Total Revenue	\$131,365
Less: Municipal Administration	\$17,315
Net Municipal Share of Costs	\$216,445
Authority Share of Costs	\$630,165
<b>STATISTICS</b>	
Scheduled Revenue Hours	20,854.58
Total Passengers	65,100
Custom/Para Passengers - Vans	58,600
Custom/Para Passengers - Taxi Supplement	2,500
Taxi Saver Passengers	4,000



**Schedule "D" - Payment Schedule****Nanaimo Regional Conventional Transit and Custom Transit  
2002/2003 AOA BUDGET****1) Payment Schedule**

The Authority agrees to pay the Operating Company a monthly payment on the following basis:

**a) for Specified Service in Schedule "B":**

- i) \$75,023.33 for Fixed Monthly Payment; plus
- ii) \$34.04 per Revenue Hour for conventional transit service; plus
- iii) \$25.46 per Revenue Hour for custom transit service; plus
- iv) \$0.2550 per Revenue Kilometre for conventional transit service.

**b) for Deleted Fixed Costs as outlined in Section 6 (2), an amount equal to 1/365 of the Fixed Monthly Costs amount contained in Schedule "C" shall be deducted for each day or part day.****c) for Added Service or Deleted Service within the regular hours of system operation specified in Schedule "B":**

- i) \$34.04 per Revenue Hour for conventional transit service; plus
- ii) \$25.46 per Revenue Hour for custom transit service; plus
- iii) \$0.2550 per Revenue Kilometre for conventional transit service with allowance for wage premium payments (up to 1.5 times the regular Revenue Hour payment), if applicable, when service is added beyond the regular hours of operation.

**d) for Maintenance:**

- i) \$36.60 per hour for labour by a licensed mechanic for the maintenance of transit vehicles.

**e) for fuel costs, in the event diesel fuel costs should exceed \$0.4526 / litre a payment will be made in accordance with Section 6 (3) of this agreement to compensate the Operating Company for the actual cost of all diesel fuel consumed to a maximum of 1,152,612.70 litres for Scheduled Revenue Kilometres in Schedule "B". This maximum number of litres will be adjusted in proportion to Extra or Deleted Revenue Service Kilometres.****f) Special Group Trips cost recovery shall be credited to the Authority on the monthly contractors invoice.**

**Schedule "E" – Tariff-Fares****3) Fare Zones:**

The boundaries of fare zones for this Tariff are described as follows:

*Zone 1 - Regional District of Nanaimo*

This zone encompasses that area within the existing transit service area.

**4) Fares:**Conventional Transit Service:**a) Single Cash Fares:**

i) Adult	\$1.75
ii) Senior	\$1.50
iii) Student	\$1.50
iv) College Student	\$1.75
v) Child under 5 years,	Free when accompanied by an adult.
v) Accessible Transit Attendant,	Free

**b) Tickets:**

- i) 10 x \$1.75 fares, sold for \$15.75
- ii) 10 x \$1.50 fares, sold for \$13.50

c) BC Bus Pass valid for the current calendar year.

d) CNIB Pass available from the local office of the CNIB.

e) One-Day Pass:	i) Adult -	\$4.50
	ii) College Student -	\$3.50
	ii) Senior/Student -	\$3.50
f) Monthly Pass	i) Adult -	\$52.00
	ii) College Student -	\$42.00
	iii) Senior/Student -	\$30.00
g) Semester Pass	i) College Student -	\$134.00

Custom Transit Service:

a) Registered Users and Escorts	\$2.50
Attendants Accompany Registered Users	Free

**b) Tickets:**

- i) 5 x \$2.50 fares, sold for \$11.25

**Note:** Visitors (elsewhere in B.C. and outside B.C.) are eligible for temporary handyDART service.