

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, MAY 28, 2002

7:30 PM

(Nanaimo City Council Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

- 5 Ted Olynyk & Paula Barrett, BC Hydro, re proposed Vancouver Island Generation Project at Duke Point.

MINUTES

- 6-14 Minutes from the Committee of the Whole meeting held on Tuesday, April 23, 2002.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

DEVELOPMENT SERVICES

BUILDING INSPECTION

- 15-17 Expired Building Permit - Salapura - 2079 Walsh Road - Area A.

PLANNING

- 18-24 Request for Acceptance of Park Land - Keith Brown Associates Ltd. on behalf of 559500 BC Ltd. - Rowland Road - Area E.

- 25-29 Request for 10% Frontage Relaxation & Request for Provision of a combination of Park Land and Cash in Lieu of Park land - JE Anderson & Associates on behalf of Terry Peterson & Sandra Strote - Woobank Road - Area A.

COMMUNITY SERVICES

RECREATION & PARKS

- 30-58 Security Issuing & Temporary Borrowing Bylaws - Electoral Area B Parkland Acquisition Security Issuing Bylaws No. 1299, 1303, 1304, 1305, 1306 & 1307 and Electoral Area B Parkland Acquisition Temporary Borrowing Bylaws No. 1300 & 1302.

- 59-63 Gabriola Island Parks & Open Space Advisory Committee Proposal.
- 64-70 Extension School Field and Playground Rental Agreement.
- 71-81 Cedar Heritage Centre - Funding Request. (Tabled from previous meeting)

REGIONAL DEVELOPMENT

Regional Growth Management Plan Review. (Verbal)

TRANSIT

- 82-84 Nanaimo City Centre Transit Exchange - Site Review.

CORPORATE SERVICES

ADMINISTRATION

- 85-87 Administration Computer Equipment Reserve Fund Expenditure Bylaw No. 1308.

FINANCE

- 88-90 Operating Results to March 31, 2002.

FIRE PROTECTION

- 91-94 Firefighting Coverage by City of Nanaimo for Certain Properties Outside Municipal Boundaries.
- 95-98 Nanoose Fire Protection Service Area (Buildings) Reserve Fund Bylaw No. 1312.

ENVIRONMENTAL SERVICES

LIQUID WASTE

- 99-101 Northern Community Sewer LSA Boundary Amendment Bylaw No. 889.21.
- 102-105 Trucked Liquid Waste Disposal Amendment Bylaw No. 988.04.
- 106-110 Sewer User Rates & Regulations Amendment Bylaws - Fairwinds Sewerage Facilities Amendment Bylaw No. 765.09, French Creek Sewer Service Area Amendment Bylaw No. 422.10, and Surfside Sewer Amendment Bylaw No. 1241.01.
- 111-116 Fairwinds Sewerage Facilities Reserve Fund Establishment Bylaw No. 1310 and Bylaw No. 1311.
- 117-119 Transfer of Land - Departure Bay Pump Station.
- 120-121 GNPCB Biogas System Upgrade - Consulting Services.

SOLID WASTE

- 122-124 Regional Landfill - Leachate Pre-Treatment System.
125-128 Electronic Waste Industry Product Stewardship Resolution.

UTILITIES

- 129-135 French Creek Bulk Water & Northern Community Sewer Boundary Amendment Bylaws No. 1050.02, 1089.02 and 934.02.
136-139 Fairwinds Water Supply LSA Regulations & Rates Amendment Bylaw No. 764.11.
140-142 French Creek Sewer LSA Regulations & Rates Amendment Bylaw No. 422.11.

COMMISSION, ADVISORY & SELECT COMMITTEE

Area A Parks, Recreation and Greenspaces Advisory Committee.

- 143-145 Minutes from the meeting of the Area A Parks, Recreation and Greenspaces meeting held March 21, 2002.

Lantzville Parks & Open Space Advisory Committee.

- 146-148 Minutes from the meeting of the Lantzville Parks & Open Space Advisory Committee held April 1, 2002. (for information)

Nanoose Bay Parks & Open Space Advisory Committee.

- 149-152 Minutes from the meeting of the Nanoose Bay Parks & Open Space Advisory Committee held April 22, 2002. (for information)

District 69 Recreation Commission.

- 153-159 Minutes of the meeting of the District 69 Recreation Commission held May 7, 2002. (for information)

That the following Grants be approved:

I. Community Grants:

<i>Errington War Memorial Hall Association- washroom addition</i>	<i>\$4,100</i>
<i>Lighthouse Recreation Commission- program expenses</i>	<i>\$1,250</i>
<i>Arrowview Elementary PAC- playground</i>	<i>\$2,000</i>
<i>Participaddle Society- paddles</i>	<i>\$1,710</i>
<i>Mid-Island Wheelchair Sports Club- backboard extensions</i>	<i>\$ 682</i>
<i>Mid-Island Wheelchair Sports Club- wheelchairs</i>	<i>\$3,715</i>
<i>Parksville Seniors Slo-Pitch- dugouts</i>	<i>\$3,700</i>
<i>Arrowsmith Cricket & Sports Association- tournament equipment</i>	<i>\$ 690</i>
<i>Arrowsmith Mountain Bike Society- timing equipment</i>	<i>\$3,310</i>
<i>Nanoose Bay Recreation and Activities Society- stage</i>	<i>\$3,000</i>

2. Youth Grants:

<i>Nanoose Bay Recreation and Activities Society- youth dance</i>	\$ 600
<i>Parksville Royals Baseball Club- pitching bullpen</i>	\$1,000
<i>Parksville Royals Baseball Club- infield screen</i>	\$1,200
<i>Parksville Royals Baseball Club- 2ball program</i>	\$ 350
<i>Qualicum Beach Skateboard Park Committee- expansion</i>	\$5,400
<i>Vancouver Island Adrenalin Games- event costs</i>	\$1,500
<i>Ballenas Dry Grad- entertainment costs (Velcro Wall/Improv)</i>	\$1,250
<i>Ballenas Tennis Club- court improvements</i>	\$2,000

Gabriola Island Parks and Recreation Commission.

160-161

Minutes from the meeting of the Gabriola Island Parks and Recreation Commission held May 13, 2002. (for information)

That the staff report and recommendation regarding the Gabriola Island Parks & Open Space Advisory Committee Proposal be tabled until the next Commission meeting to be held November 4, 2002.

Grants-in-Aid Committee.

162-163

Minutes from the meeting of the Grants-in-Aid Committee held May 16, 2002. (for information)

School District 68:

Cedar Community Association \$ 3,000

School District 69:

Arrowsmith Community Justice Society \$ 500
Arrowsmith Search & Rescue \$ 240
Mid Vancouver Island Habitat Enhancement Society \$ 415
Navy League of Canada - Parksville Branch \$ 1,000
North Island Wildlife Recovery Association \$ 1,000
Oceanside Community Arts Council \$ 500
Oceanside Radio Communications Association \$ 950
Parksville & District Association for Community Living \$ 1,000
Parksville Meeting Place Society \$ 250
Parksville-Qualicum Beach & District SPCA \$ 500

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

**VANCOUVER
ISLAND
GENERATION
PROJECT**

PO Box 1500
400 Madsen Road
Nanaimo, BC
Canada
V9R 5M3

Phone: 1-800-863-1377
Fax: (250) 755-7120

Paula Barrett
Consultation Coordinator
Vancouver Island Generation Project - BC Hydro
400 Madsen Road
Nanaimo, BC
V9R 5M3

May 14, 2002

Kelly Daniels
Chief Administrative Officer
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC
V9T 6N2

Dear Kelly:

This correspondence is to confirm that Ted Olynyk, Consultation and Communications Task Manager and I will be making a presentation on behalf of the proposed Vancouver Island Generation Project to the Regional District Board on May 28 which commences at 7:30 PM.

The proposed project is a \$300 million, 265 megawatt, combined cycle natural gas fired turbine electricity generation facility to be built on the Pope and Talbot lands adjacent to the Harmac Mill in the Duke Point Industrial area. It is needed to help meet increasing demand and to replace the electricity lost as the aging HVDC cables currently delivering electricity to the Island are retired in stages between now and 2007.

If you have any questions or need to provide us with more information before May 28, please contact me at 755-4781.

Thank you,
Paula Barrett
Paula Barrett



PAGE
5

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, APRIL 23, 2002, AT 7:30 PM
IN THE CITY OF NANAIMO COUNCIL CHAMBERS,
455 WALLACE STREET, NANAIMO, BC

Present:

Director J. Stanhope	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Director E. Hamilton	Electoral Area C
Alternate	
Director B. Jepson	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Alternate	
Director J. Pipes	Electoral Area H
Director J. Macdonald	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director D. Rispin	City of Nanaimo
Director T. Krall	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. McNabb	City of Nanaimo

Also in Attendance:

K. Daniels	Chief Administrative Officer
C. Mason	General Manager of Corporate Services
B. Lapham	General Manager of Development Services
J. Finnie	General Manager of Environmental Services
N. Tonn	Recording Secretary

DELEGATIONS

Joe Truscott, Coast & Marine Planning, Ministry of Sustainable Resource Management, re Baynes Sound Action Plan.

Mr. Truscott presented an overview of the Baynes Sound Shellfish Aquaculture Action Plan including the research completed in the process of its development.

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

CARRIED

Diane Pertson, re Growth Management Plan Review – Proposed Amendments to the Urban Containment Boundary – Area E.

Ms. Pertson raised her concerns with respect to a proposed change to the Nanoose urban containment boundary which would include Crown land which is currently in the Forest Land Reserve in Nanoose Bay. Ms. Pertson distributed copies of her presentation and urged the Board to defeat this change.

Jeannette Thomson, re Growth Management Plan Review – Proposed Amendments to the Urban Containment Boundary – Area E.

Ms. Thomson spoke in opposition to the proposed changes to the Growth Management Plan that would allow Fairwinds to buy or acquire the Crown Land legally described as Lot 137, Lots 10 to 16, and noted that she has collected a total of 583 individually signed protests to the proposed change to date. Copies of Ms. Thomson's presentation and attachments were distributed to the Committee members.

Diane Aussum, re Growth Management Plan Review – Proposed Amendments to the Urban Containment Boundary – Area E.

Ms. Aussum raised her concerns with respect to the lack of information provided to the residents of Nanoose on current RDN issues including the proposed amendments to the urban containment boundary, which strongly effect everyone in the area. The Regional Perspective produced by the RDN, is considered by a number of residents as a source of information.

Cornel Sawchuk, re Growth Management Plan Review Amendments – Area E.

Mr. Sawchuk noted the importance of protecting the vegetation of the Crown land legally described as Lot 137, Lots 10 to 16 in Nanoose from the proposed acquisition as a second golf course and urged the Board to approach the Provincial government to dedicate the land as a provincial heritage site.

Karen Zaborniak, re Growth Management Plan Review – Proposed Amendments to the Urban Containment Boundary – Area E.

Ms. Zaborniak spoke in opposition to the proposed amendments to the urban containment boundary which would allow the development of a second golf course in Nanoose and invited Board members to participate in a guided tour of the Crown land before a decision is made.

MINUTES

MOVED Director McNabb, SECONDED Director Krall, that the minutes from the Committee of the Whole meeting held on Tuesday, March 26, 2002 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Dan Whiting, School District 69, re Appointment of Trustee Barbara Terry to the D69 Recreation Commission.

MOVED Director McLean, SECONDED Director Westbrook, that the correspondence received from School District 69 with respect to the appointment of Barbara Terry to the D69 Recreation Commission, be received.

CARRIED

Jerri New, Office & Professional Employees International Union, re BC Hydro.

MOVED Director McLean, SECONDED Director Westbrook, that the correspondence received from the Office & Professional Employees International Union with respect to a resolution for the retention of BC Hydro as a complete entity within a regulated pricing structure by the provincial government, be received.

CARRIED

Charles Lang, re Regional Growth Management Plan Amendments – Horne Lake – Area H.

MOVED Director McLean, SECONDED Director Westbrook, that the correspondence received from Charles Lang with respect to the Horne Lake Draft Interim Management Plan, former pass holders and the March 27, 2002 public meeting, be received.

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 Committee come forward when their name was called.

MOVED Director Krall, SECONDED Director Macdonald, 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) Lot 1, Section 12, Range 3, Mountain District, 3043 Jameson Road, Electoral Area A, owned by W. Kosak;
- (b) Lot 22, Section 2, Range 6, Plan 27748, Cedar District, 3361 McGuire Way, Electoral Area A, owned by I. and D. Stewart;
- (c) Lot 25, Block 586, Plan 29314, Nanoose District, 2825 Sea Blush Drive, Electoral Area E, owned by K. Husson and T. Fallow.

CARRIED

PLANNING

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

Electoral Area 'A' Official Community Plan

MOVED Director Elliott, SECONDED Director Westbrook,:

1. That "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 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 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Krall, SECONDED Director Westbrook, that "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

PAGE
3

MOVED Director Elliott, SECONDED Director Krall, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 1240.01, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'C' Arrowsmith Benson-Cranberry Bright Official Community Plan

MOVED Director Hamilton, SECONDED Director Westbrook,:

1. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Hamilton, SECONDED Director Holdom, that "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Hamilton, SECONDED Director Westbrook, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.02, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'D' Lantzville Official Community Plan

MOVED Director Jepson, SECONDED Director Rispin,:

1. That "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

PAGE
9

MOVED Director Jepson, SECONDED Director Rispin, that "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Jepson, SECONDED Director Pipes, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Lantzville Official Community Plan Bylaw Amendment Bylaw No. 974.02, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'E' Nanoose Bay Official Community Plan

MOVED Director Holme, SECONDED Director Krall,:

1. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Holme, SECONDED Director Krall, that "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Holme, SECONDED Director Krall, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1118.03, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'G' Englishman River Official Community Plan

MOVED Director Holme, SECONDED Director McNabb,:

1. That "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.

4. That "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Holme, SECONDED Director Hamilton, that "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Holme, SECONDED Director Hamilton, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.07, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'G' French Creek Official Community Plan

MOVED Director Holme, SECONDED Director Rispin,:

1. That "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.
3. That "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" has been considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Holme, SECONDED Director Macdonald, that the holding of the Public Hearing with respect to "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.02, 2002" be delegated to Director Holme or his alternate.

CARRIED

Electoral Area 'H' Shaw Hill-Deep Bay Official Community Plan

MOVED Director Pipes, SECONDED Director Macdonald,:

1. That "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" has been considered in conjunction with the Regional District of Nanaimo 2002-2007 Capital Expenditure Program Bylaw.
2. That "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" has been considered in conjunction with the Regional District of Nanaimo waste management plans.

3. That "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" be considered in conjunction with the Regional District of Nanaimo Growth Management Plan.
4. That "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" has been considered in conjunction with the provincial policy guidelines and comments from the Land Reserve Commission.

CARRIED

MOVED Director Pipes, SECONDED Director Holdom, that "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" be given 2nd reading and proceed to public hearing.

CARRIED

MOVED Director Pipes, SECONDED Director Holdom, that the holding of the Public Hearing with respect to "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.03, 2002" be delegated to Director Holme or his alternate.

CARRIED

Delegation of Authority Amendment Bylaw No. 1166.01 – Horne Lake – Area H.

MOVED Director Macdonald, SECONDED Director Krall,:

1. That "Regional District of Nanaimo Delegation of Authority Amendment Bylaw No. 1166.01, 2002" delegating authority to the General Manager to approve development permits where:
 - i. the applicant has requested a development permit to alter land to within 30% of the applicable development permit guidelines;
 - ii. the applicant has requested a development permit to enhance and restore riparian areas, fish and fish habitat; and
 - iii. properties are designated within Development Permit No. 5 pursuant to the "Shaw Hill-Deep Bay Official Community Plan Bylaw No. 1007, 1996", where the permitted use includes recreational residential as defined in Bylaw No. 500 for:
 - (1) any land alternation in connection with construction of a building or structure between 8 and 15 metres of the present natural boundary of Horne Lake and any non-structural land alteration undertaken within the development permit area; and
 - (2) any non-structural land alteration undertaken within the development permit area
- be given three (3) readings.
2. That "Regional District of Nanaimo Delegation of Authority Amendment Bylaw No. 1166.01, 2002", having received three (3) readings, be adopted.

CARRIED

Horne Lake Regional Park – Interim Management Plan.

MOVED Director Pipes, SECONDED Director McLean,:

1. That the *Interim Management Plan* for Horne Lake Regional Park be endorsed and approved, thereby giving authority to proceed with opening of the Park in the spring of 2002 for uses including general camping, boating, programmed recreation and day use.
2. That staff be authorized to establish and enter into an interim management contract with Rick Canfield for the 2002 season, subject to the acceptance of the Horne Lake Strata Corporation without prejudice to their right of first refusal on a 2003-08 management plan.
3. That staff be authorized to proceed with the regularization of property encumbrances and anomalies at Horne Lake Regional Park, and prepare terms of reference for the preparation of a long term management and operating plan necessary to secure a 5-year operating contract.

CARRIED

CORPORATE SERVICES

ADMINISTRATION

Application for a Temporary Change to Liquor Licence – Cassidy Inn – Area A.

MOVED Director Elliott, SECONDED Director McNabb, that the Cassidy Inn's request for a temporary change to their Liquor Licence to provide for an extended patio area for their Show 'n Shine event scheduled for June 23, 2002 be approved.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE MANAGEMENT

Release of Reserve Funds for Land Purchase – Southern Community LSA Wastewater Treatment Reserve Fund Expenditure Bylaw No. 1298.

MOVED Director Holdom, SECONDED Director McNabb,:

1. That "Southern Community Local Service Area Wastewater Treatment System and Facilities Reserve Fund Expenditure Bylaw No. 1298, 2002" be introduced for three readings.
2. That "Southern Community Local Service Area Wastewater Treatment System and Facilities Reserve Fund Expenditure Bylaw No. 1298, 2002" having received three readings, be adopted.

CARRIED

Application for Infrastructure Planning Grant.

MOVED Director Westbrook, SECONDED Director McNabb, that the Board of the Regional District of Nanaimo support the Bowser/Qualicum Bay/Dunsmuir Infrastructure Planning Grant application.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:55 PM

CHAIRPERSON



REGIONAL DISTRICT OF NANAIMO			
MAY 21 2002			
CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
<i>Call ✓</i>			

MEMORANDUM

TO: Robert Lapham
General Manager, Development Services

DATE: May 16, 2002

FROM: Stan Schopp
Manager, Building Inspection Services

FILE:

SUBJECT: Expired Building Permit - Salapura
Lot 3, Block 7 &, Section 15 & 16, Range 1, Cedar Land District, Plan 2041
Electoral Area 'A' - 2079 Walsh Road

PURPOSE

To consider renewing an expired building permit for a temporary living facility and for a 20,000 square foot agricultural building attached by a breezeway to a single family dwelling.

BACKGROUND

A building permit for a large agricultural building with an attached single-family dwelling was issued on March 26, 1998. Included with this permit was second permit to decommission the current dwelling unit on site once a new dwelling unit was ready to occupy. The existing dwelling unit was declared as a temporary living facility and the owners provided a \$2,000 bond to ensure its demolition as the current property zoning permits only one dwelling unit.

In addition to the \$2,000 bond, the RDN building department received permit fees based on the value of construction for the new building and \$125.00 for the temporary living facilities permit.

Mr. and Mrs. Salapura proceeded with pouring column foundations and fabricating some of the steel superstructure components in 1998, but after two years in March of 2000, the foundation was the only portion of the building nearing completion. As the original permit had expired, a new building permit to complete the construction was issued on March 31, 2000 based on the value to complete the work.

The second permit has now again expired with little progress above the foundation and none of the steel components for the superstructure erected. Many of the structural steel components have been assembled on an adjacent site and some have been shop primed awaiting an improvement in the economy to provide the necessary financing to complete the project. A substantial amount of work has been completed under the slab areas of the agricultural building. Large quantities of unsuitable soils were removed and replaced with structural fill and shot rock by the owner since the last building permit was issued. Our estimate of the value of this work is approximately \$150,000.00.

Staff confirms that the property owners still view this as an ongoing project, but are moving slowly due to financial constraints. The existing house on site continues to be occupied by the property owner as a new dwelling unit is not ready for occupancy. The RDN's building bylaw provides for the renewal of building permits based on the value of outstanding work however in this case the value of remaining construction is substantial and given that the owner has already paid to renew the permit once, he is requesting a reduction in the fee to renew the permits.

PAGE
15

ALTERNATIVES

1. Attempt to convince the owner to temporarily abandon the project and leave the site in a safe condition requiring an application for a new building permit in the future with fees based on the value to complete the construction.
2. Renew the current permits in accordance with Building Bylaw No. 1250 requiring a building permit fee based on the outstanding value to complete the construction for \$1995.50 for the 20,000 square foot building and \$125.00 for the temporary living facility.
3. Renew existing building permits for the minimum permit fee of \$45.00 and the temporary living facility permit for \$125.00.

FINANCIAL IMPLICATIONS

The building inspection department has performed two inspections and reviewed the plans to building code for the fees paid by the property owner to date. Eventually all regular inspections on the 20,000 square foot building and new dwelling unit will be required by the building inspector as well as a review of all engineering certifications. The balance of inspections will be accommodated within the scope of normal operations.

If the Regional District renews the existing building permit for a minimum fee of \$45.00, the obligation remains to complete all of the inspections and the owner will be given a further 2 years to do this work. There is no assurance that the owner will have the work completed in this time frame and he may come forward to request another extension if the work is not complete.

PUBLIC RELATION IMPLICATIONS


Further renewal of this permit will legitimize the property as a construction site for another two years. Therefore, the Regional District may receive some complaints from adjacent property owners due to the duration of this project.

CONCLUSION

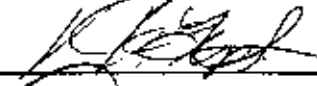
The owners have proceeded to construct a large agricultural building and single family dwelling over the past four years and now must renew the building permits or temporarily abandon the project. There would be limited safety implications to temporarily abandon the project at the present stage of construction; however, the owner wants to maintain an active building permit. Given the scale of the project and substantial fees associated with the value of outstanding construction, the owner has requested a reduction in the permit fee to allow the permit be maintained as active. There are no new costs for the Regional District other than that the inspection costs will be outstanding for future years inspection work and possible additional revenue will not be received.

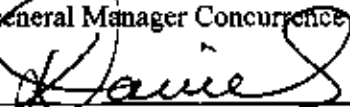
RECOMMENDATION

Staff recommends renewal of the permit for the construction of an agricultural building and attached dwelling at 2079 Walsh Road for an additional two years at the minimum permit fee of \$45.00 and renewal of the temporary living facility permit for \$125.00.



Report Writer

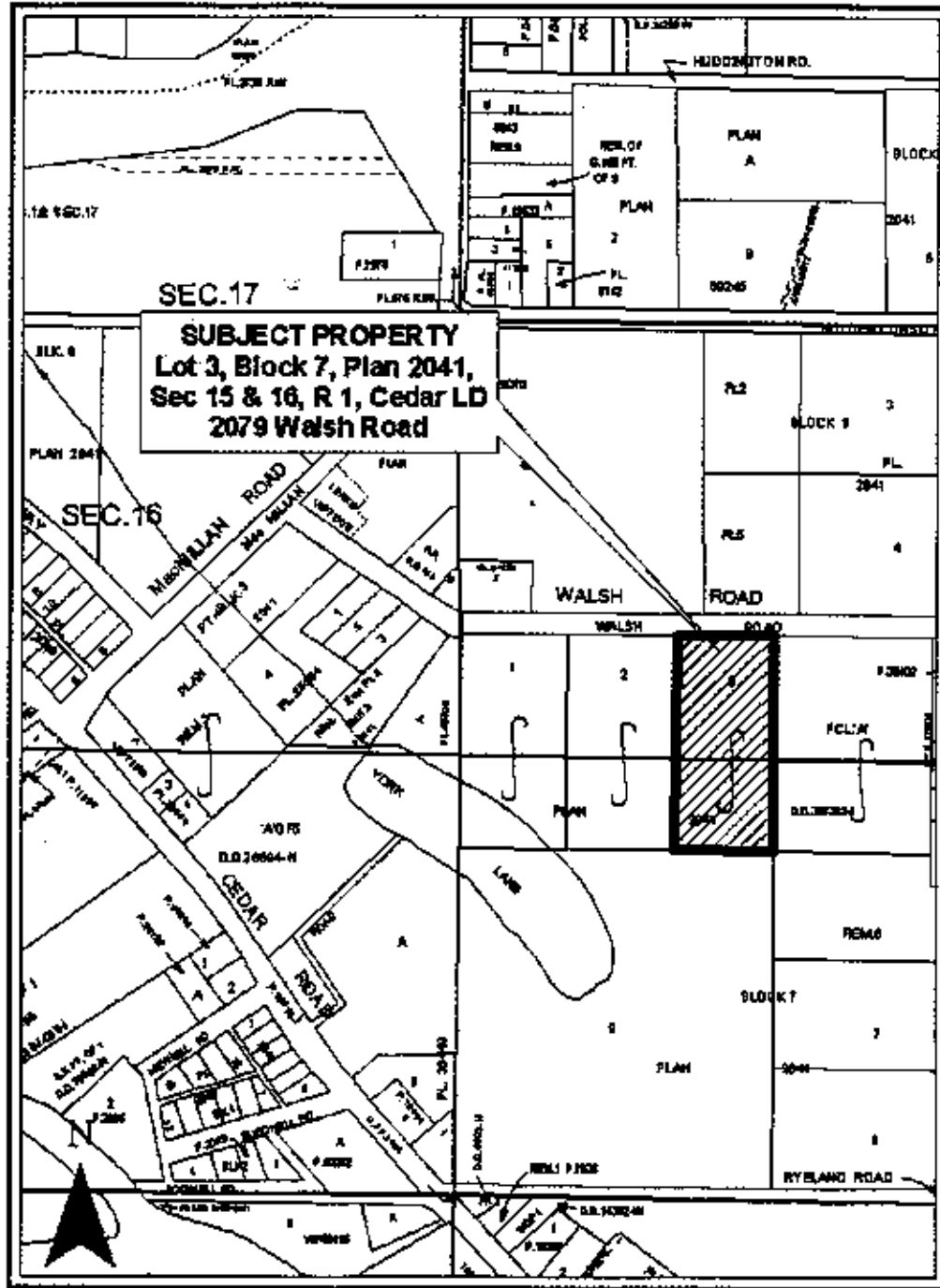


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

Attachment No. 1
Subject Property





REGIONAL DISTRICT OF NANAIMO			
MAY 21 2002			
CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
EA - PC ✓			
TO:		DATE:	
FROM:		FILE:	
SUBJECT:			

MEMORANDUM

TO: Pamela Shaw
 Manager of Community Planning

DATE: May 17, 2002

FROM: Susan Cormie
 Senior Planner

FILE: 3320 30 24274

SUBJECT: Request for Acceptance of Park Land
 Keith Brown Associates Ltd. on behalf of 559500 BC Ltd.
 Electoral Area 'E' - Rowland Road

PURPOSE

To consider a request to dedicate park land as part of a proposed 10-lot subdivision development.

BACKGROUND

The applicant's agent, Keith Brown Associates Ltd., has requested that the Board consider the dedication of park land for the 10-lot subdivision proposal located on Rowland Road on Nanoose Bay within Electoral Area 'E' and legally described as Lot B, District Lot 67, Nanoose District, Plan 13476 (see Attachment No. 1 for location).

The subject property is currently zoned Residential 1 (RS1) and is within Subdivision District 'N' pursuant to the "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". At this time, the applicant is proposing to subdivide the parent parcel into 10 lots, all 1.0 ha or greater in size. The minimum parcel size requirements pursuant to Bylaw No. 500, 1987 are 1000 m² with community water and sewer, 1600 m² with community water and no community sewer, and 1.0 ha with community sewer only or where there are no community water or community sewer services available. In this case, there are no community services available to the site; therefore, the minimum parcel size is 1.0 ha (see Attachment No. 2 for proposed subdivision). The parcels are proposed to be serviced by individual private septic disposal systems and individual private wells.

In addition, the coastal area of the subject property is designated as a Watercourse Protection Development Permit Area pursuant to the Nanoose Bay Official Community Plan Bylaw No. 1118, 1998.

Under a previous subdivision application for the same parcel, the Regional Board of Directors, at its regular meeting held on October 11, 1994, approved an amount and location of park land for the subdivision. This subdivision application was never finalized due to the unavailability of community services. The new application proposes the dedication of park land generally in the same location, but in a different configuration and amount.

Park Land Requirements

Pursuant to section 941 of the Local Government Act, the owner of the subject property has the option of:

- a. providing 5% of the gross site area as park land; or
- b. paying cash in-lieu-of providing park land; or
- c. providing a combination of both park land with the balance of 5% given in cash.

Where an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash. In this case, the Electoral Area 'E' Official Community Plan Bylaw No. 1118, 1998 specifies that park land dedication may be considered at the time of subdivision subject to meeting the preferred park land criteria set out in the Plan. The maximum amount of park land that the Regional District may request for this property is 5% or 0.64 ha of the total site area.

In addition to the policies contained in the OCP, Electoral Area 'E' has a Parks and Open Space Plan, which also set outs criteria when considering the acquisition of park land.

The applicant's agent has indicated that there are no plans to log the property or remove additional vegetation other than for the purposes of road building and locating areas for septic disposal fields and wells.

ALTERNATIVES

1. To accept the request for dedication of park land in the location and amount submitted by the applicant.
2. To deny the request for dedication of park land in the location and amount as submitted by the applicant and request cash in-lieu-of park land or a combination of cash and park land dedication in a different amount and location.
3. To deny the request for dedication of park land in the location and amount as submitted by the applicant and request park land in the amount and location as approved in the October 11, 1994 Board resolution.

DEVELOPMENT IMPLICATIONS

Official Community Plan / Parks Plan Implications

Where the official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash. In this case, Nanoose Bay Official Community Plan Bylaw No. 1118, 1998, contains park land related policies which stipulates that park land is desirable where preferred criteria may be met such as improving waterfront access, protecting environmentally sensitive areas or archaeological features, or providing opportunities for nature appreciation. The Parks and Open Space Plan for Nanoose Bay include similar preferred criteria to be considered when park land is being acquired. In this case, the proposed park land meets several of the preferred criteria set out in both the OCP and the Parks Plan.

Nanoose Bay Parks and Open Space Advisory Committee Implications

Electoral Area 'E' has a Parks and Open Space Advisory Committee to advise the Regional Board on park related matters including the acquisition of park land subject to the policies set out in the OCP and the Parks and Open Space Plan for Nanoose Bay. This request for park land dedication was forwarded to the Committee for its consideration and upon review, the Committee supports the dedication of park land in the amount and location as requested by the applicant.

Environmental / Environmentally Sensitive Areas Atlas / Development Permit Implications

The Regional District of Nanaimo Environmentally Sensitive Areas Atlas indicates that there is a Fish Present Fish Habitat and its corresponding Fisheries Planning Boundary adjacent to the Nanoose Bay foreshore portion of the parcel, which is protected under the Watercourse Protection Development Permit

PAGE
19

Area. However, in addition to the waterfront environmentally sensitive area, there is also a seasonal stream, which crosses a portion the site, a pond, and an extensive wetland area, which are all considered to have environmentally sensitive elements. The proposed park land area includes the majority of the wetland area located adjacent to the waterfront. The applicant's agent has indicated that the applicant is in concurrence to provide covenants protecting these features on the site as follows:

1. the seasonal stream measured 18.0 metres from the centre line of the stream or 9.0 metres measured from the top of the bank, whichever is greater;
2. the pond measured 15.0 metres of its natural boundary;
3. the wetland area that is not included with the proposed park land measured 15.0 metres from the natural boundary; and
4. the foreshore area measured 15.0 metres from the natural boundary.

These covenants would include restricting the removal of existing vegetation within the setback areas. In addition, the protection of the wetland area outside the park land area will ensure that the wetland area of the park land will not be diminished or destroyed. Staff note, that due to the sensitive nature of the proposed park land area, it is recommended that, if accepted as park land, the area be left undisturbed and in its natural state.

Archaeology Implications

Portions of the foreshore area, including an area within the proposed park land, contain known midden deposits. The applicant has confirmed that the Provincial Archaeology and Forest Branch will require, as part of the subdivision approval process, covenants protecting these midden deposits. Branch staff has indicated verbally that they will consider the midden deposits in the park land to have sufficient protection and will therefore not require a covenant protecting the midden deposits in the park land area.

Proposed Park Land Implications

Under the provisions of the *Local Government Act*, the Regional Board may request up to 5% park land dedication. The applicant, in this case, is offering to dedicate 1.01 ha for park land or 7.9% of the total area. This extra land supplements the area of the proposed park land, which includes the midden deposits (approximately 0.25 ha or 2.0% of the proposed 1.01 ha park land).

Ministry of Transportation Implications

As part of the subdivision approval process, this application will be reviewed by the Approving Authority ensuring items such as adequate buildable site areas and on site services are available. Currently Rowland Road is not constructed to Ministry standards and as a result, access to the waterfront is difficult. As part of the subdivision conditions, Rowland Road will require upgrading, which in turn will provide better access.

VOTING

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

SUMMARY

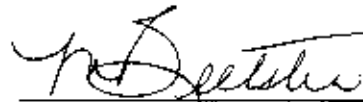
This is a request to dedicate park land pursuant to section 941 of the *Local Government Act* as part of a ten-lot subdivision development. As the proposed park land contains some known midden deposits, the Provincial Archaeology and Forests Branch have been contacted and they have no objections to the park dedication. In addition, as the property includes environmentally sensitive features as show in the Sensitive Areas Atlas; staff has conducted a site investigation and the applicant is in concurrence to provide covenants protecting these features. Pursuant to the Nanoose Bay OCP the proposal was referred to the Nanoose Bay Parks and Open Space Committee and recommended that the proposed park land

dedication be accepted. It is noted that while the applicant is offering more than 5% park land dedication, this amount is somewhat offset by the midden deposit located within the proposed park land area.

As the proposal to dedicate the park land is consistent with the park land acquisition criteria in both the Nanoose Bay OCP and the Parks and Open Space Plan, and the Nanoose Bay Parks and Advisory Committee supports this acquisition, staff recommends that the offer to dedicate park land be accepted, subject to the applicant registering section 219 covenants protecting the seasonal stream, the pond, the wetland areas, and the coastal areas of the subject property.

RECOMMENDATIONS

1. That the resolution adopted by the Regional Board of Directors, at its Regular Meeting held on October 11, 1994, with respect to the dedication of park land for Lot B, District Lot 67, Nanoose District, Plan 13476, be rescinded.
2. That the request, submitted by Keith Brown and Associates Ltd., on behalf of 559500 BC Ltd., for park land dedication in the location and amount as shown on the proposed plan of subdivision of Lot B, District Lot 67, Nanoose District, Plan 13476, be accepted subject to the applicant registering section 219 covenants protecting the seasonal stream, the pond, the swamp areas outside the park land, and the waterfront portions of the parcel as outlined in Schedule No. 1 of staff report.



per
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

COMMENTS:

Devsrs/reports/2002park ma3320 20 24274 orca property.doc

SCHEDULE NO. 1
Covenants

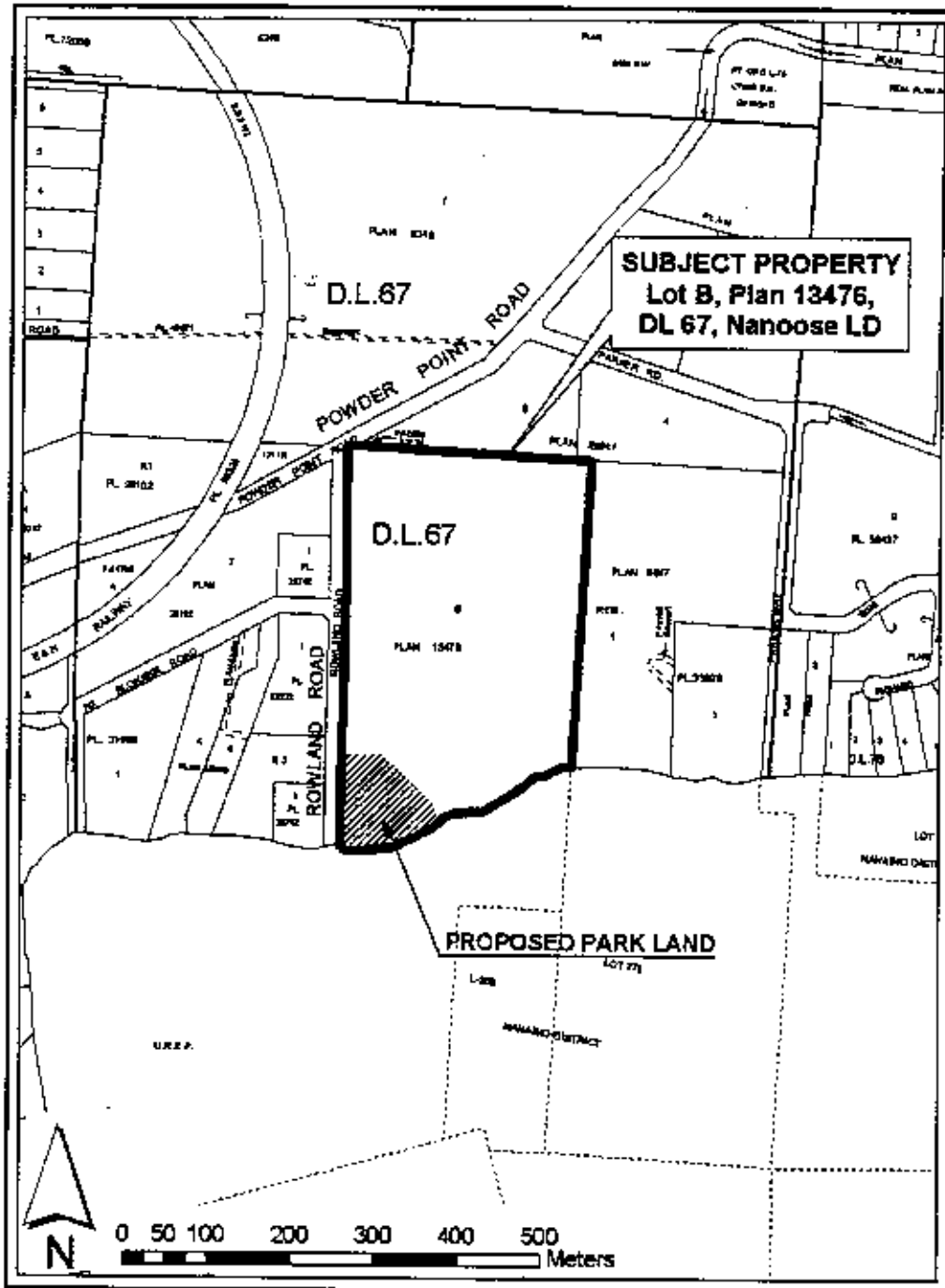
The applicant's agent has indicated that the applicant is in concurrence to provide section 219 covenants for the protection of the following environmental sensitive features on the site.

1. the seasonal stream measured 18.0 metres from the centre line of the stream or 9.0 metres measured from the top of the bank, whichever is greater;
2. the pond measured 15.0 metres of its natural boundary;
3. the wetland area that is not included with the proposed park land measured 15.0 metres from the natural boundary; and
4. the foreshore area measured 15.0 metres from the natural boundary.

All covenants are to be to the satisfaction of the Regional District and shall include registrations for no removal of vegetation and no alteration of any drainage or land within the covenant areas.

Applicant's solicitor to provide a letter of undertaking that covenants will be registered concurrently with the plan of subdivision at Land Title Office prior to a subdivision review report.

ATTACHMENT NO. 1
Location of subject property





REGIONAL DISTRICT OF NANAIMO	
MAY 21 2002	
CHAIR	GMCrs
CAO	GMDS
GMCms	GMES
EA, P.C. ✓	

MEMORANDUM

TO: Pamela Shaw
Manager, Community Planning

DATE: May 16, 2002

FROM: Lindsay Chase
Planner

FILE: 3320 30 24176

SUBJECT: Request for 10% Frontage Relaxation & Request for Provision of a Combination of Park Land and Cash in Lieu of Park Land—JE Anderson & Associates on behalf of Terry Peterson and Sandra Strote
Electoral Area 'A' - Woobank Road

PURPOSE

To consider a request for the dedication of a combination of park land and cash in lieu of park land, and the relaxation of the minimum 10% perimeter frontage requirement in order to facilitate a 4 lot subdivision.

BACKGROUND

The applicant's agent, JE Anderson & Associates, has requested that a combination of park land dedication and cash in lieu of park land be considered as part of a 4 lot subdivision proposal for a 1.22 hectare property located at Woobank Road within Electoral Area 'A' (see Attachment No. 1 for location). The applicant's agent is also requesting that the minimum 10% perimeter frontage requirement be relaxed for 2 of the proposed parcels within the subdivision.

The subject property is currently zoned Residential 2 (RS2) Subdivision District 'M' pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987." The applicant proposes to subdivide the parcel into 4 lots, all of which are 2000 m² in size or greater, therefore meeting the minimum parcel size requirements of Bylaw No. 500 (see Attachment No. 2 for Proposed Subdivision). All parcels are proposed to be serviced by community water connections and individual private septic disposal systems.

Park Land Requirements

Pursuant to section 941 of the Local Government Act, the owner of the subject property has the option of:

- a. providing 5% of the gross site area as park land; or
- b. paying cash in-lieu-of providing park land; or
- c. providing a combination of both park land with the balance of 5% given in cash.

The maximum amount of park land the Regional District may request for this property is 5% or 610 m². The applicant is proposing to dedicate a 188 m² pathway as park land to connect the 4 lot subdivision to the Woodland Elementary school site. The balance of the park land dedication is proposed to be cash in lieu of park land.

Where an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash. In this case, the "Electoral Area 'A' Official Community Plan Bylaw No. 1240, 2001" specifies that park land

PAGE 25

dedication may be considered at the time of subdivision subject to meeting the preferred park land criteria specified in the Plan.

ALTERNATIVES

1. To accept the request for dedication of a combination of both park land with the balance of the 5% given in cash, and to approve the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 2 & 3.
2. To not accept the request for dedication of a combination of both park land with the balance of 5% given in cash, then to request that the applicant pay 5% cash in lieu of providing park land and approve the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 2 & 3.
3. To not accept the request for dedication of a combination of both park land with the balance of 5% given in cash, and to deny the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 2 & 3.

IMPLICATIONS

Official Community Plan Implications

Where the Official Community Plan contains policies and designation respecting the location and type of future parks, the local government may determine whether the owner must provide land or cash. In this case, Electoral Area 'A' Official Community Plan Bylaw No. 1240, 2001, contains park land related policies which stipulates that park land is desirable where waterfront access, environmentally sensitive areas, trail linkages, or viewpoints are available for dedication. The applicant's proposal for dedicating park land does not meet any of the criteria specified in the OCP in order to support the request to supply a combination of park land and cash in lieu of parkland. Therefore, cash in lieu of park land may be requested from the applicant.

Electoral Area 'A' Parks, Recreation and Green Space Advisory Committee Implications

As the subject property does not contain a preferred park acquisition element recognized by the Electoral Area 'A' OCP the application has not been referred to this Committee. The Committee is to advise the Regional Board on Park related matters including the acquisition of park land subject to the policies set out in the OCP.

Parks and Recreation staff has reviewed the request and have indicated that as the link only seems to serve the four proposed lots, it is unlikely that the 3.0 metre wide dedication will offer much to the greater community. In addition, Parks staff have verbally indicated that without fencing or surfacing, the proposed path may cause difficulties in terms of encroachment by the adjacent properties.

Lot Configuration Implications

The parent parcel was originally subdivided to include the panhandle configuration accessing Woobank Road. Ministry of Transportation staff has indicated that the proposed pathway is not acceptable as a road dedication, and that no further road dedication will be requested. As a result, proposed Lots 2 & 3 will not meet the minimum perimeter frontage requirements. However, Ministry staff has also indicated that they have no objection to the request for 10% frontage relaxation.

Environmentally Sensitive Areas Atlas

The Regional District of Nanaimo Environmentally Sensitive Areas Atlas indicates that there are no environmentally sensitive areas within the subject property.

FINANCIAL IMPLICATIONS

The subject property has an assessed value of \$103,000.00 according to the 2002 authenticated assessment roll. The valuation of the property for 5% cash-in-lieu of park land charges will be based on a certified appraisal of the land at the time of Preliminary Subdivision Approval. Therefore, it is anticipated that the appraised market value may result in an approximately \$5,160.00 contribution to the Electoral Area 'A' Community Parks' fund.

VOTING

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

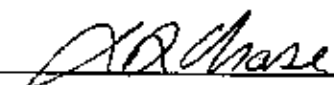
SUMMARY/CONCLUSIONS

This is a request to provide a combination of park land and cash in lieu of park land pursuant to section 941 of the *Local Government Act* as part of a four-lot subdivision development and to relax the minimum 10% perimeter frontage requirement for 2 of the proposed lots. Ministry of Transportation staff has verbally indicated they have no objection to the 10% frontage relaxation. In addition, the proposed parcels are not capable of further subdivision under the present zoning.

With respect to the park land requirement, as the subject parcel does not contain a preferred park acquisition element as set out in the OCP, it is recommended that the applicants request to dedicate 188 m² of park land with the balance to be provided in cash, be denied and the applicant be required to contribute 5% cash in lieu of park land.

RECOMMENDATIONS

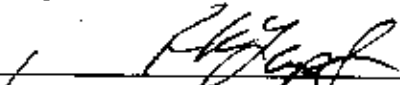
1. That the request, submitted by JE Anderson & Associates, on behalf of Terrance Peterson and Sandra Strote to provide a combination of park land with the balance to be provided as cash in lieu of park land, be denied and the applicant be required to provide 5% cash in lieu of park dedication.
2. That the request for a relaxation of the minimum 10% perimeter frontage requirement for proposed Lots 2 & 3, as shown on the proposed plan of subdivision, be approved.



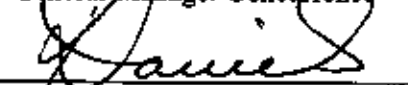
Report Writer



General Manager Concurrence



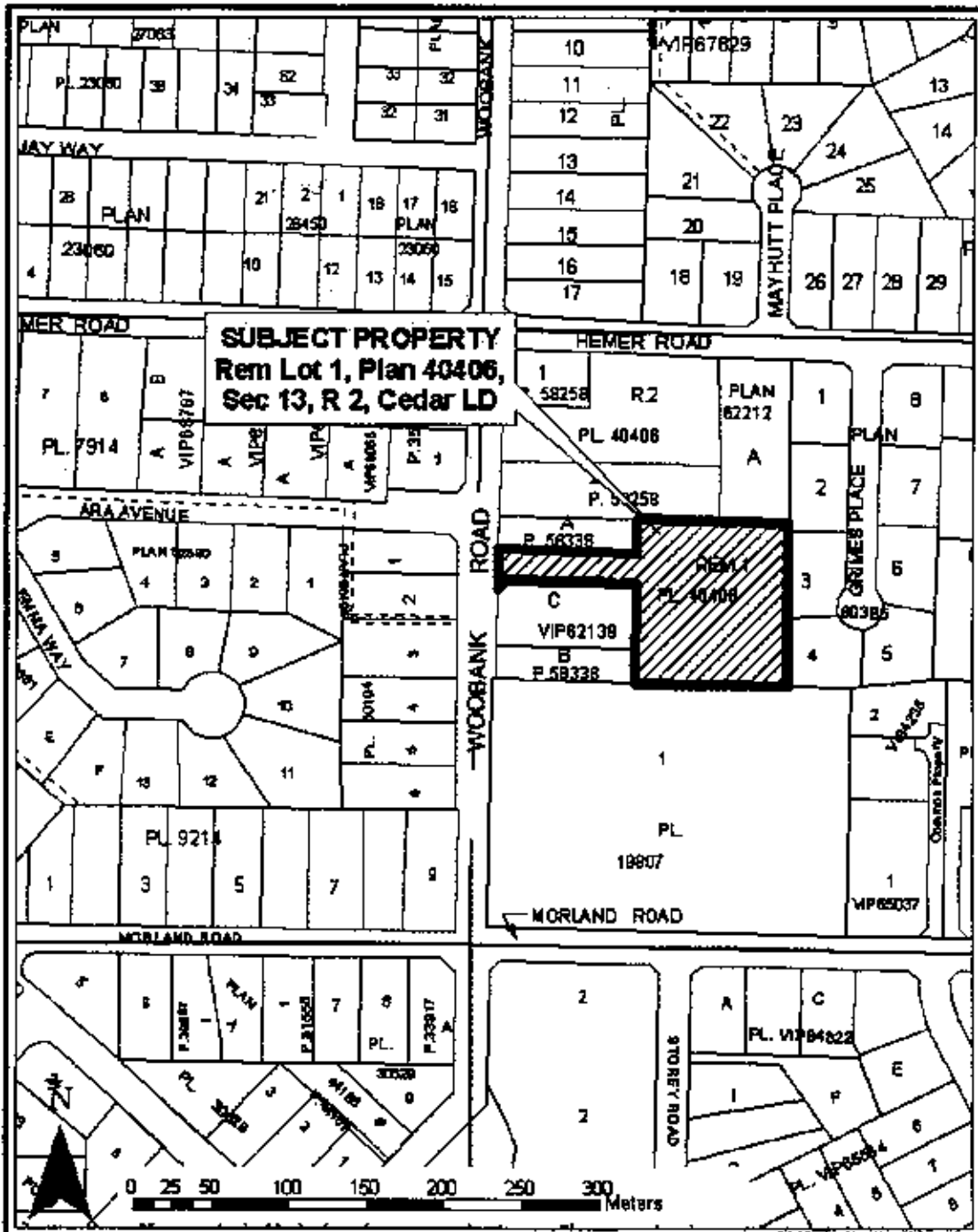
Manager Concurrence



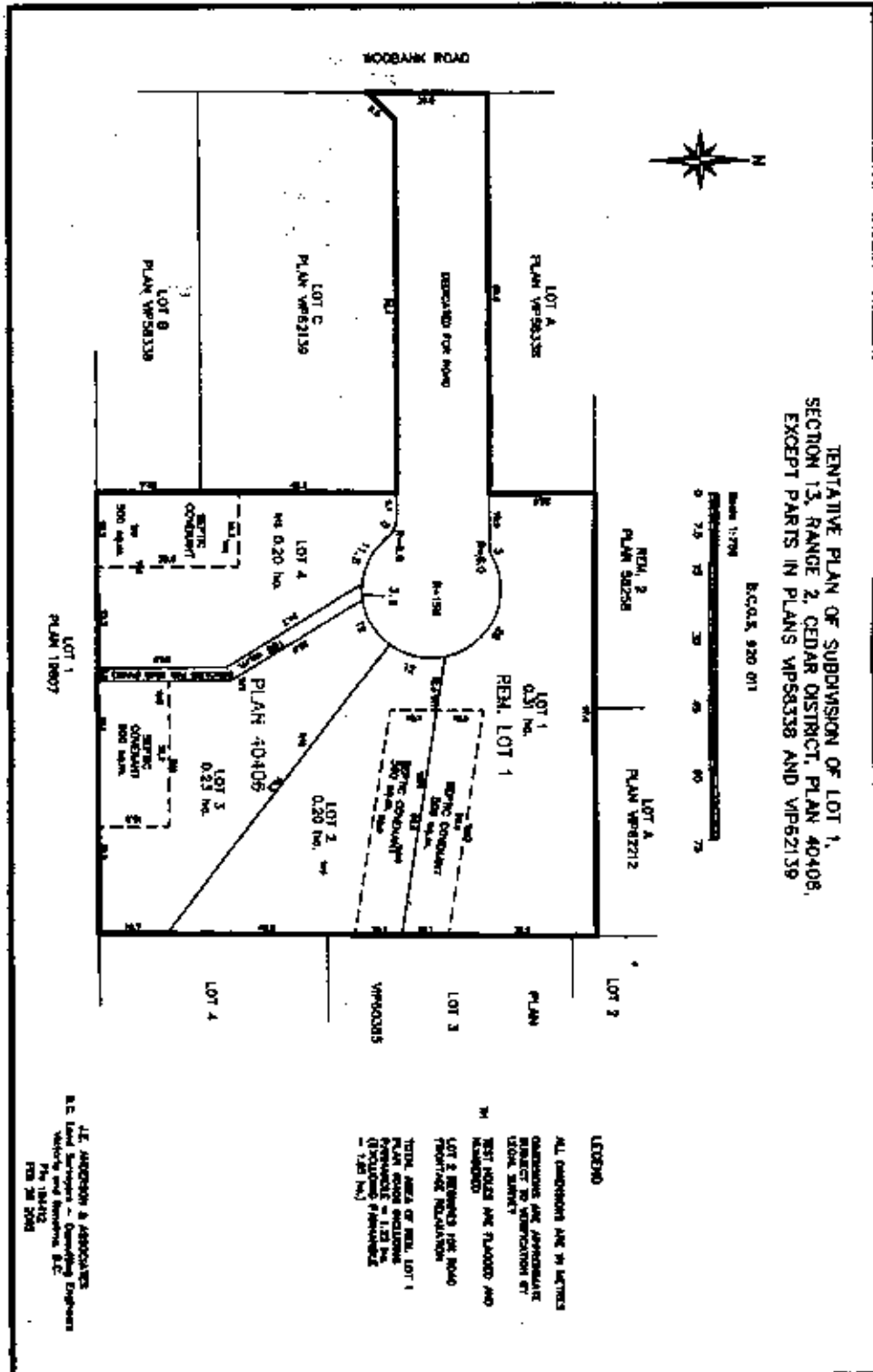
CAO Concurrence

COMMENTS:

Attachment No. 1
Subject Property Location



Attachment No. 2
Proposed Plan of Subdivision





APR 29 2002

CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	

MEMORANDUM

TO: C. Mason
General Manager, Corporate Services

DATE: April 16, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Security Issuing and Temporary Borrowing Bylaws

PURPOSE:

To introduce for three readings Electoral Area B Parkland Acquisition Security Issuing Bylaws No. 1299,1303,1304,1305,1306 and 1307 ;

To introduce for three readings and adoption:

Electoral Area B Parkland Acquisition Temporary Borrowing Bylaw No. 1300
Driftwood Water Temporary Borrowing Bylaw No.1302

BACKGROUND:

In 2001 taxpayers in Electoral Area B approved borrowing up to \$500,000 to purchase a community park on Gabriola Island. In order to meet the obligations to pay \$100,000 in 2002 and \$80,000 in each of 2003 to 2007, staff are bringing forward the appropriate long term borrowing bylaws. Processing the bylaws now simply eliminates the need to adopt such bylaws annually. Long term borrowing will be secured each year after the installment for that year has been made. Long term security issuing bylaws require approval from the Inspector of Municipalities.

Bylaw 1300 permits the Regional District to borrow on a short term basis to cover the cash flow requirement of the first installment, before long term debt is actually secured. Staff expects future year's installments can be met with funds on hand and are therefore introducing a single short term borrowing bylaw for the 2002 installment of \$100,000.

Additionally, in 2001 the Driftwood Water Service Area was established and work is underway to design and tender the construction of water mains. To cover cash flow requirements during this phase of the project, staff recommends adopting a temporary borrowing bylaw.

Short term borrowing bylaws may be adopted by the Board without further approvals.

ALTERNATIVES:

1. Approve the bylaws as presented.
2. Give staff alternative direction.

FINANCIAL IMPLICATIONS:Alternative 1

The Electoral Area B Community Park 2002 annual budget provides \$15,750, which is sufficient to cover interest, which may be incurred for borrowing in 2002. Using short term borrowing to cover the cash flow requirements for 2002 will ensure that we retain funds on hand sufficient to cover current operating expenditures.

Alternative 2

With the exception of Bylaw 1299, the remaining long term bylaws may be adopted annually rather than all at this time with no adverse financial consequence. Using short term borrowing to cover the cash flow requirements for 2002 will ensure that we retain funds on hand sufficient to cover current operating expenditures.


SUMMARY/CONCLUSIONS:


The community park purchase on Gabriola Island and the construction of water mains for the Driftwood Water Service are proceeding in accordance with approvals by the electorate in 2001. Accordingly, staff are presenting a number of bylaws, which are necessary to provide cash resources to cover expenditures in 2002. There are six long term security issuing bylaws covering the installments for the community parkland purchase - \$100,000 for 2002 and \$80,000 each for the years 2003 to and including 2007 - adding up to the \$500,000 authorized through the referendum process. For 2002 a short term borrowing bylaw is also presented to cover the 2002 cash outlay of \$100,000 until long term funds are secured. A short term borrowing bylaw is also presented for the Driftwood Water Service to cover outlays during the construction period. Once all of the costs for Driftwood are known, a long term borrowing bylaw will be brought to the Board to repay the short term proceeds.

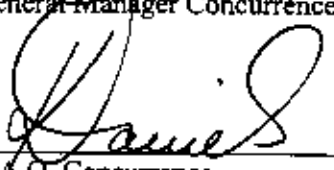
RECOMMENDATION:

1. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1299,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.
2. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1303,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.
3. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1304,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.
4. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1305,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.
5. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1306,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.

6. That "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1307,2002" be introduced for three readings and be forwarded for approval to the Inspector of Municipalities.
7. That "Electoral Area B Parkland Acquisition Temporary Borrowing Bylaw No.1300, 2002" be introduced for three readings.
8. That "Electoral Area B Parkland Acquisition Temporary Borrowing Bylaw No.1300, 2002" having received three readings be adopted.
9. That "Driftwood Water Service Area Temporary Borrowing Bylaw No.1302, 2002" be introduced for three readings.
10. That "Driftwood Water Service Area Temporary Borrowing Bylaw No.1302, 2002" having received three readings be adopted.


Report Writer


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1299

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member Local Governmentities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ Nil	\$500,000	20	\$100,000

Total Financing pursuant to Section 833

\$ 100,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed One Hundred Thousand Dollars (\$100,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1299, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____ provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1299 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1299, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

PAGE
26

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1303

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ 100,000	\$400,000	20	\$80,000

Total Financing pursuant to Section 833 \$ 80,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Eighty Thousand Dollars (\$80,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1303, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1303 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1303, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1304

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ 180,000	\$320,000	20	\$80,000

Total Financing pursuant to Section 833 \$ 80,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Eighty Thousand Dollars (\$80,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1304, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1304 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1304, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1305

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ 260,000	\$240,000	20	\$80,000

Total Financing pursuant to Section 833

\$ 80,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Eighty Thousand Dollars (\$80,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1305, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1305 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1305, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1306

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ 340,000	\$160,000	20	\$80,000

Total Financing pursuant to Section 833 \$ 80,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Eighty Thousand Dollars (\$80,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1306, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1306 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1306, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

PAGE
53

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1307

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE LOCAL GOVERNMENT FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for Regional Districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 833(2) of the *Local Government Act*, the amount of borrowing authorized by the Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority hereof by this bylaw is as follows:

Regional District	L/A By-law No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1258	Area B Community Park	\$500,000	\$ 420,000	\$80,000	20	\$80,000

Total Financing pursuant to Section 833

\$ 80,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its member municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Eighty Thousand Dollars (\$80,000.00) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Manager, Financial Services of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of the bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the Local Government Act, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Manager, Financial Services.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.

7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Loan Authorization Bylaw No. 1258, the anticipated revenues accruing to the Regional District from the operation of the said Electoral Area B Community Park Function are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations, it shall be a liability of the Regional District to the Authority and the Regional District shall make provisions to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 13 of the Municipal Finance Authority Act, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 13 of the Municipal Finance Authority of British Columbia Act, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1307, 2002".

Introduced and read three times this 11th day of June, 2002

Received the approval of the Inspector of Municipalities this day of , 2002.

Adopted this day of , 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

Chairperson

General Manager Corporate Services

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Local Government Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of

_____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____, British Columbia, this _____ day of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 1307 cited as "Regional District of Nanaimo Electoral Area B Parkland Acquisition Security Issuing Bylaw No. 1307, 2002", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and Manager, Financial Services thereof.

Chairperson

Manager, Financial Services

Pursuant to the Local Government Act, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 20__.

Inspector of Municipalities of British Columbia

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1300

**A BYLAW TO AUTHORIZE TEMPORARY BORROWING
FOR THE ACQUISITION OF PARKLAND IN ELECTORAL AREA B
PENDING ISSUANCE OF SECURITIES PURSUANT TO LOAN
AUTHORIZATION BYLAW 1258, 2001**

WHEREAS Section 834 of the *Local Government Act* provides that the Regional Board may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS by "Regional District of Nanaimo Electoral Area B Parkland Acquisition Loan Authorization Bylaw No. 1258, 2001", the Board of the Regional District of Nanaimo was authorized to borrow upon the credit of the Regional District a sum not exceeding \$500,000 for the purpose of acquiring parkland in Electoral Area B;

AND WHEREAS no notice has been served on the Board or its General Manager, Corporate Services in regard to quashing "Regional District of Nanaimo Electoral Area B Parkland Acquisition Loan Authorization Bylaw No. 1258, 2001";

AND WHEREAS the authorized borrowing power under Bylaw No. 1258 has not been previously drawn upon;

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

1. The Board of the Regional District of Nanaimo is hereby authorized and empowered to borrow temporarily from any person or body corporate, sums not exceeding \$500,000.00 solely for the purposes specified in "Regional District of Nanaimo Electoral Area B Parkland Acquisition Loan Authorization Bylaw No. 1258, 2001".
2. The form of obligations, to be given to the lender in acknowledgement of the liability of the said Regional District Board shall be a promissory note, or notes, bearing the Corporate Seal of the Regional District of Nanaimo and signed by the Chairperson or Deputy Chairperson and General Manager Corporate Services or the Manager, Financial Services or the Deputy Treasurer, of the Regional District.
3. The proceeds from the sale of debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
4. This bylaw may be cited as "Electoral Area B Parkland Acquisition Temporary Borrowing Bylaw No. 1300, 2002".

Introduced and read three times this 11th day of June, 2002

Adopted this 11th day of June, 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

PAGE
57

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1302

A BYLAW TO AUTHORIZE TEMPORARY BORROWING
FOR IMPROVEMENTS IN THE DRIFTWOOD WATER
SERVICE AREA PENDING THE ISSUANCE
OF SECURITIES PURSUANT TO LOAN
AUTHORIZATION BYLAW 1256, 2001

WHEREAS Section 834 of the *Local Government Act* provides that the Regional Board may, where it has adopted a loan authorization bylaw, without further assents or approvals, borrow temporarily from any person under the conditions therein set out;

AND WHEREAS by "Driftwood Water Supply Loan Authorization Bylaw No. 1256, 2001", the Board of the Regional District of Nanaimo was authorized to borrow upon the credit of the Regional District a sum not exceeding \$240,200 for the purpose of acquiring and constructing improvements to the water supply facilities;

AND WHEREAS no notice has been served on the Board or its General Manager, Corporate Services in regard to quashing "Driftwood Water Supply Loan Authorization Bylaw No. 1256, 2001";

AND WHEREAS the authorized borrowing power under Bylaw No. 1256 has not been previously drawn upon;

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

1. The Board of the Regional District of Nanaimo is hereby authorized and empowered to borrow temporarily from any person or body corporate, sums not exceeding \$240,200.00 solely for the purposes specified in "Driftwood Water Supply Loan Authorization Bylaw No. 1256, 2001".
2. The form of obligations, to be given to the lender in acknowledgement of the liability of the said Regional District Board shall be a promissory note, or notes, bearing the Corporate Seal of the Regional District of Nanaimo and signed by the Chairperson or Deputy Chairperson and General Manager Corporate Services or the Manager, Financial Services or the Deputy Treasurer, of the Regional District.
3. The proceeds from the sale of debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
4. This bylaw may be cited as "Driftwood Water Service Area Temporary Borrowing Bylaw No. 1302, 2002".

Introduced and read three times this 11th day of June, 2002

Adopted this 11th day of June, 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

PAGE
58

TO: Kelly Daniels
Chief Administrative Officer

DATE: May 13, 2002

FROM: Neil Connelly
General Manager, Community Services

FILE:

SUBJECT: Gabriola Island Parks and Open Space Advisory Committee Proposal

PURPOSE

To consider terms of reference and the formation of a Gabriola Island Parks and Open Space Advisory Committee, given the role to be played by the Recreation Society in the delivery of recreation services and the Bylaw currently in place for the Parks and Recreation Commission.

BACKGROUND

The Regional Board at the April 9, 2002 Regular meeting passed two resolutions related to recreation services on Gabriola Island. They stated:

“that the RDN enter into an agreement with the Gabriola Recreation Society for the provision of recreation services on the island”, and

“that staff prepare a report on the options available on the restructure of the Recreation Commission.”

Given that an agreement and funding is now in place with the Recreation Society, the future role of the Parks and Recreation Commission may be examined.

a) History

The Gabriola Parks and Recreation Commission was established in 1996 through Bylaw No. 1024, 1996. It was formed in conjunction with the establishing bylaw that was developed to create a local service area for the purpose of providing recreation services on Gabriola and that was approved through a referendum in November 1996. The Commission Bylaw specified the role and authority of the Commission, procedures, terms and outlined membership to include the Area Director as well as five members from the community at large.

In March 2000, an updated Parks and Recreation Commission Bylaw No. 1208 was approved by the Regional Board. It provided for membership to be expanded to include two youth members and for the Area Director to act in a resource capacity only and not as a member of the Commission. Clearer wording on the authority delegated to the Commission was also outlined to specify the group's advisory role and the requirement to bring recommendations on recreation and parks service delivery forward to the Board. Given the extent of the charges, Bylaw No. 1024, 1996 was repealed.

The Commission Bylaw No. 1208 was amended in February 2001 through Bylaw 1208.01 to provide for the Area Director to be a full member of the Commission.

b) Membership

Commission membership, as appointed by the Board, is currently composed of Director Sperling, Andre Lemieux, Veronica Hatman, Will Sprogis, John Label and Morgan Roux. The terms of the latter three members expired at the end of 2001 along with a vacant membership position, while the others expire at the end of 2002.

c) Parks and Open Space Advisory Committee

With the current approach, the Gabriola Recreation Society will be taking the lead role in recreation service delivery under the terms of their agreement and funding from the Regional District. This leaves a limited role for the Parks and Recreation Commission in recreation matters, which in the past represented the largest part of their activities. The advisory role in community park matters may best be assumed by the formation of a new committee, as is currently in place in four other electoral areas. They are in Area A (Cedar), Lantzville (Area D), Nanoose Bay (Area E) and Area G (French Creek). A Terms of Reference for a Gabriola Parks and Open Space Advisory Committee is attached. It provides for a nine-member committee, to be appointed by the Board, to meet on a quarterly basis to offer advice to the Area Director and the Board on park related matters. The Committee would allow for parks issues to be discussed at a community level, and provide for community involvement in the implementation of park plans and operational initiatives.

ALTERNATIVES

1. Approve the Committee Terms of Reference and repeal the Parks and Recreation Commission Bylaw.
2. Not approve the Committee Terms of Reference at this time and provide alternative direction on the revised role to be played by the Parks and Recreation Commission.

FINANCIAL IMPLICATIONS

There are no direct financial implications. Committee costs and staff liaison are included within the Area 'B' Community Parks Function and Budget. Recreation funding has been channeled to the Recreation Society under the terms of the agreement.

CITIZEN IMPLICATIONS

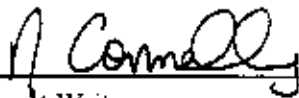
The creation of a new Parks Advisory Committee will help avoid any public confusion regarding the roles of the Parks and Recreation Commission and the Recreation Society. It will provide opportunities for community residents to be more actively involved in park management and for parks related community concerns to be forwarded to the Board by way of Committee meeting minutes.

CONCLUSIONS

With the Regional District's agreement and funding for recreation service delivery with the Gabriola Recreation Society, the role left for the Gabriola Parks and Recreation Commission is primarily confined to parks matters. A change to disband the Commission and create a new Parks and Open Space Advisory Committee is recommended to provide clarity between the role to be played by the Society in recreation matters and the community input and advisory role that can be undertaken by the Committee in parks matters. The Area 'B' Community Parks program is an active one, with a number of significant issues related to the completion of the parks plan, trails, beach access improvements, liaison with the Islands Trust and community park improvements and projects that could benefit from the assistance of an Advisory Committee.

RECOMMENDATIONS

1. That "Gabriola Island Parks and Recreation Commission Bylaw No. 1208, 2000" be repealed.
2. That the Terms of Reference for the Gabriola Island (Electoral Area 'B') Parks and Open Space Advisory Committee be approved, and that the Regional District advertise that applications for appointment to the Committee are requested.



Report Writer



CAO Concurrence

COMMENTS:

Gabriola Island (Electoral Area 'B')
Parks and Open Space Advisory
Committee

Terms of Reference

Purpose:

To establish a Parks and Open Space Advisory Committee for Gabriola Island and Electoral Area 'B'. The Committee will advise and provide information to the Regional District of Nanaimo Board regarding parks and open space issues in Electoral Area 'B'.

Membership:

1. The Electoral Area 'B' Parks and Open Space Committee will be appointed by the Regional Board as follows:
 - The Electoral Area 'B' Director or designate.
 - Up to eight Members at Large who will be residents of Electoral Area 'B'.
2. The Committee will consist of a maximum of nine members. The Committee may operate without all positions being occupied. A quorum shall consist of five members.
3. For the first year of operation only, the terms of Committee membership shall be staggered with four members appointed for a two-year term and four members appointed for a one-year term. Beginning in the second year all members will be appointed for a two-year term. The Area 'B' Director will be on the Committee for their three-year tenure as a Board member.

Procedures:

1. The Committee shall elect a Chairperson and Recording Secretary annually at the first meeting of each calendar year.
2. The Committee may meet as required but will structure its activities to meet approximately four times per year.
3. Minutes of Committee meetings will be forwarded to the Regional District Board for information.

Responsibilities:

1. Make recommendations and provide advice to the Regional Board regarding a wide range of parks and public open space issues including:
 - Acquisition of community park sites.
 - Development and maintenance issues for community park sites.
 - Establish priorities for the expenditure of community park operating and reserve funds.

2. Liaise, provide leadership, and work with community and neighbourhood groups on a wide range of parks and open space projects including:
 - Volunteer neighbourhood and community park development projects.
 - Community input regarding park planning and acquisition priorities.
 - Trail system planning and development.
 - Waterfront access.

3. Play a leadership role and provide a focal point for co-operation between community interests and the Regional District on parks and open space issues.

Financial Consideration:

There is currently funding available through the Regional District's Electoral Area 'B' community parks function. The Committee will provide input on an annual basis to the Electoral Area Director and the Regional Board regarding the level of funding and priorities for expenditures from these budgets for parks and open space purposes. The Committee will also have the ability to look at a variety of other funding sources and strategies and make recommendations to the Regional District regarding the collection and use of these funds.

Reporting and Authority:

The Committee has a responsibility to act in the best interests and within the policies and guidelines established by the Regional District in the provision of their services on parks and open space matters within Electoral Area 'B'.



REGIONAL DISTRICT OF NANAIMO		
MAY 21 2002		
CHAIR		GMCrs
CAO		GMDS
GMCms		GMES
Collin ✓		
		DATE:

MEMORANDUM

TO: Kelly Daniels
Chief Administrative Officer

DATE: 21 May 2002

FROM: Neil Connelly
General Manager, Community Services

FILE: 7900-01-EXT

SUBJECT: Extension School Field and Playground Rental Agreement

PURPOSE

To review and approve a Rental Agreement with School District No. 68 to allow for community use of the Extension School property.

BACKGROUND

With the closure of the Extension Elementary School, the Regional District was requested to initiate discussions with School District No. 68 to allow for the school grounds and playground equipment to continue to be accessible to the community. In particular, one of the sport fields on the adjacent property owned by the Extension Recreation Society partially extends onto the school property.

A one-year renewable \$1.00 Rental Agreement has been prepared, in conjunction with School District No. 68. It allows for Regional District use of the property, except the school building, as outlined on Schedule A of the Agreement that is attached. Other terms provide for the Regional District to maintain liability insurance coverage and for the School District to notify the RDN if it intends to dispose of the property. The Agreement is scheduled to be approved by the School District Trustees this month.

It is intended that the regional District will have the Extension Recreation Society maintain the school property in conjunction with their adjacent sport fields and community hall. This responsibility will be added to the annual Agreement between the Society and the Regional District in which Community Park funding in Electoral Area 'C' is transferred to the Society to assist with their activities.

ALTERNATIVES

1. Approve the Rental Agreement with School District No. 68 for the Extension School property.
2. Not approve the Agreement and provide alternative direction.

FINANCIAL IMPLICATIONS

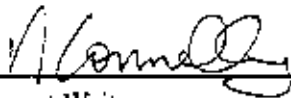
There are no direct costs, as the Extension Recreation Society will look after the maintenance of the property. The Regional District will provide for insurance coverage through the Municipal Insurance Association.

SUMMARY/CONCLUSIONS

An Agreement has been developed with School District No. 68 to allow for continued community use of the Extension School property and playground. The school has been closed but the property is adjacent to the community hall and fields, managed by the Extension Recreation Society, who will look after the parcel through their Agreement with the Regional District. The Agreement provides for renewable one-year terms and for the School District to notify the Regional District if it intends to dispose of the school building and property in the future.

RECOMMENDATION

That the Regional District enter into the Rental Agreement for the Extension School property with School District No. 68.



Report Writer



CAO Concurrence

COMMENTS:

BETWEEN:

THE BOARD OF SCHOOL TRUSTEES
OF SCHOOL DISTRICT NO. 68
(NANAIMO-LADYSMITH)

AND:

REGIONAL DISTRICT OF NANAIMO

RENTAL AGREEMENT

School District No 68 (Nanaimo-Ladysmith)
395 Wakesiah Avenue
Nanaimo, BC V9R 3K6

Tel: (250) 754-5521
Fax: (250) 741-5282

RENTAL AGREEMENT

THIS AGREEMENT made as of May 1, 2002

BETWEEN:

**THE BOARD OF SCHOOL TRUSTEES of
SCHOOL DISTRICT NO. 68 (NANAIMO/LADYSMITH)**
395 Wakesiah Ave., Nanaimo, BC, V9R 3K6

(the Owner)

AND:

THE REGIONAL DISTRICT OF NANAIMO
6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2

(the District)

WHEREAS:

A. The Owner is the registered owner of the Land legally described as:

2120 Ryder Street
Lots 1-7, Block 1, Plan 716
Lots 1 & 2, Block 7, Section 12, Range 2, Cranberry District, Plan 719
(the Land)

B. The District wishes to rent from the Owner the Land, including the Extension School field and playground equipment, and shown within the bold outline on Schedule A to this Agreement, for community recreation purposes upon the terms and conditions set forth in this Agreement;

THEREFORE for good and valuable consideration, the Owner and the District covenant with each other as follows:

1. Subject to the provisions of Clause 2, the Owner rents to the District the Land shown with the bold outline on Schedule A for a term of one year commencing on the 1st day of April 2002, and ending on the 31st day of March, 2003. The rental agreement will be renewed every year, unless terminated by either party, but will terminate on March 31, 2007.

2. The District may use the Land only for the purpose of providing community-based recreation activities as deemed appropriate and necessary by the District but may not use any buildings on the Land.
3. During the term of this Agreement, the District must pay to the Owner in lawful money of Canada clear rental of \$1 per year, the receipt of which is hereby acknowledged.
4. The District and/or Owner may terminate this Agreement upon giving the other 3 months written notice and at the end of the notice period this Agreement will cease to have any force and effect. The Owner agrees to notify the District in the event that the Land will be considered for sale.
5. During the term of this Agreement, the District must maintain the Land to provide a safe standard of use.
6. The District may not place or maintain any structure or fixture on the Land without the prior written consent of the Owner.
7. The District must indemnify and save harmless the Owner from any and all actions or claims and any loss or damage that may be suffered by or occasioned to the Owner in any manner arising from anything done or permitted to be done by the District, its workers or employees on, or community users, in or in relation to the Land.
8. The District must maintain liability coverage in an amount not less than \$2,000,000.00, per occurrence, throughout the term of this Agreement.
9. If the District pays the rent reserved and performs the covenants, which are required to be performed by the District, the District may peaceably possess and enjoy the Land for the full term of this Agreement without any interruption or disturbance from the Owner or any person or persons lawfully claiming by, from or under it.
10. The Owner shall continue to have access to and sole use of the school building on the Land at all times.

11. Any notice required to be given pursuant to this Agreement is sufficiently given if delivered:

to: the Owner, at 395 Wakesiah Avenue, Nanaimo, B.C., V9R 3K6; Attention: Secretary Treasurer

to: the District, at 6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2; Attention: General Manager of Community Services. If the Owner and the District fail to agree on any term or condition in this Agreement, the Secretary/Treasurer of the Owner may resolve the disagreement and his decision is final and binding.

To confirm this Agreement, the Owner and the District have executed it below.

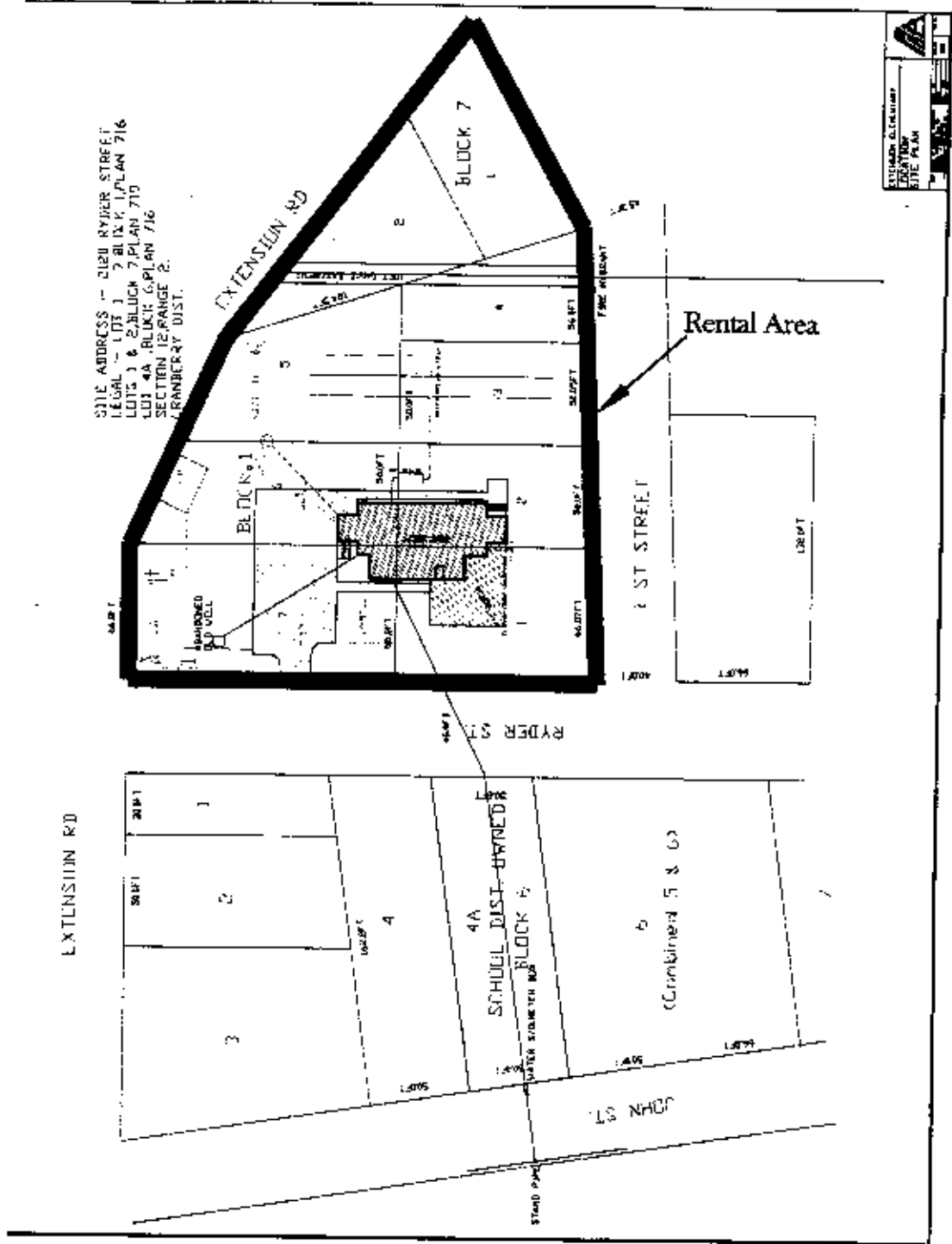
For the **Owner**:

The Corporate Seal of the Board of)
School Trustees of School District)
No. 68 (Nanaimo-Ladysmith) was affixed in)
the presence of:)
)
)
_____)
Authorized Signatory)
)

For the **District**:

The Corporate Seal of the Regional District of Nanaimo)
was affixed in the presence of:)
)
)
)
_____)
Authorized Signatory)
)
)
_____)
Authorized Signatory)

SCHEDULE A
Site Plan Showing Land





**REGIONAL
DISTRICT
OF NANAIMO**

REGIONAL DISTRICT OF NANAIMO			
MAY 21 2002			
CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
<i>COU</i> ✓			
<i>tabled from previous meeting</i>			

MEMORANDUM

TO: Kelly Daniels
Chief Administrative Officer

DATE: February 18, 2002

FROM: Neil Connelly
General Manager, Community Services

FILE: 2240-20-CED

SUBJECT: Cedar Heritage Centre - Funding Request

PURPOSE

To consider two funding requests from the Cedar School and Community Enhancement Society for a playground project and building upgrades to the Old Cedar School.

BACKGROUND

In 2000, the Regional District entered into an Agreement with School District 68 to lease the Old Cedar School for community purposes. At the same time, an Agreement was reached with the Cedar School and Community Enhancement Society (CSCES) to allow for their management of the facility. Funding to the total of \$53,000 was provided by the Regional District from the Area 'A' Community Parks function and a grant-in-aid to assist the Society in renovating the building.

Work on the building interior and exterior has progressed throughout 2001 and the Society is close to obtaining a final occupancy permit to allow for its use by a variety of community groups. In order to complete the building upgrade project, the Society is requesting a one-time grant of \$38,000 and an additional contribution of \$15,500 for a pre-school playground project. Letters that outline the two requests are attached and project budget and supporting information is to be circulated separately by CSCES.

(a) Building Upgrade

The Society references an amount of \$136,943 which has been invested in the building and highlights the efforts of volunteers in completing the work on the building to date. Budget information provided outlines a current capital deficit of \$28,951 and various capital expenditures required for 2002. The Society's Bingo License is utilized to cover facility-operating expenses. The project summary outlines the various activities and programs for various age groups that are proposed for 2002 in the facility.

(b) Playground

The playground structure is proposed to be located adjacent to the heritage centre and is intended for younger children. It includes play equipment, fencing and a concrete tricycle track and has a total project cost of \$30,937. The request for funding of \$15,500 is intended to cover one-half of the total project cost and, in particular, the installed play systems structure.

ALTERNATIVES

1. Approve the two funding requests at a total cost of \$53,500.
2. Approve funding of \$15,500 for the playground structure and decline funding of \$38,000 for the heritage building.
3. Approve the \$38,000 funding request for the building upgrade and decline the \$15,500 for the playground structure.
4. Consider a funding arrangement that provides for a loan component. One option would provide for a \$15,500 grant for the playground project and a \$38,000 loan for the building upgrade, under terms to be specified in an agreement between the two parties.

FINANCIAL IMPLICATIONS

The source of funding available for consideration for the proposed projects is the Electoral Area 'A' Community Parks function. The 2002 provisional budget provided for a \$75,000 tax requisition, \$62,065 in expenditures and a \$165,955 surplus at the end of the year.

Total funding approval would reduce the accumulated surplus by \$53,500 to \$103,890 or to \$150,955 for Alternative 2 or \$127,955 for Alternative 3. Alternative 4 provides for \$15,500 for the playground structure which represents one-half of its total cost and would require that the \$38,000 be repaid as a loan. An agreement would need to be entered into with the Society to provide for annual repayments of \$9,500 over four years, with interest as specified in the terms of the Agreement.

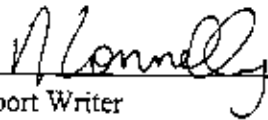
CONCLUSIONS

The Cedar School and Community Enhancement Society, since 2000 has had an Agreement with the Regional District to manage the Old Cedar School facility for community purposes. The Society has requested funding of \$15,500 to assist with a \$31,000 playground structure project for younger children. Funding of \$38,000 has also been requested to assist in completing required building upgrades to allow for the facility to be fully functional and accessible. Alternative funding scenarios from the Area 'A' Community Parks function have been outlined, if the requests were to be favourably considered and received.

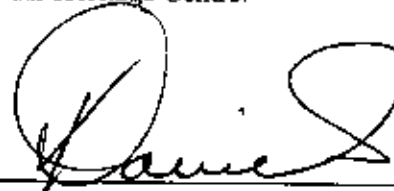
Given the previous funding provided by the Regional District in 2000, staff recommend Alternative 4 which would provide \$15,500 as one-half of the playground project request and \$38,000 as a loan to be repayable by the Society over four years.

RECOMMENDATION

That the Regional District enter into an Agreement with the Cedar School and Community Enhancement Society to provide for \$15,500 in funding as a grant for the proposed playground project and a \$38,000 loan for the completion of the building upgrades of the Cedar Heritage Centre.



Report Writer



CAO Concurrence

COMMENTS:

CEHRS
School and Community Enhancement Society



1644 MacMillan Rd Nanaimo BC V9X 1L9 • Ph:(250)722-2100 • Fax:(250)722-2173 • Email:cedarheritage@shaw.ca

February 7th, 2002

Mr George Holme, Mr. Elliott, and Directors of the RDN
Regional District of Nanaimo
6300 Hammond Bay Road
Lantzville, B.C., V0R 2H0

Re Application for Cedar Heritage Centre Grant:

The Cedar School and Community Enhancement Society is requesting a one-time grant of \$38,000 to complete the upgrade of Cedar Heritage Centre now appraised at \$320,000.

The objective of the Society is to provide a Community Centre at the least possible cost for Regional District residents, this includes the qualification that children's programs such as Brownies, 4H etc. must be made available at rates the residents can afford.

In 2000-2001 the Society raised, with the help of the Foundations, RDN, Business, and donations, the amount of \$136,943.32, which we have invested in the building, plus thousands in volunteer time. There is currently a capital deficit of \$28,951.16 on the building. There are some important upgrades still to be completed such as insulation, automatic door opener, double glazed windows, etc. Insulation and double glazed windows will cut down on the cost of heating the centre.

The Society has received a Bingo License, which will cover the operating expenses and provide some portable equipment. We are not allowed to cover capital costs under our Bingo License.

Our objective in establishing this centre is to provide a recreation and learning area while creating a safer community by encouraging low cost programs for young people. With a lack of recreation, our area has more teen problems than most other areas. At this time there are few other vehicles to reverse this trend other than the Cedar Heritage Centre.

We appreciate the opportunity to submit our request for this one time grant of \$38,000 and would like to express our gratitude for your past assistance.

Yours sincerely

Shelagh W. Gourlay

Shelagh W. Gourlay
Chairman

Norma Czerny
Norma Czerny
Treasurer

PAGE
74

CEDAR

School and Community Enhancement Society



Cedar Heritage Centre Project Summary

The Cedar Heritage Centre project saved the original North Cedar School on MacMillan Road from demolition by School District # 68 to make it available for community use. This request for financial assistance is to eliminate the current deficit from capital improvements incurred upgrading this Community Building to obtain an occupancy permit. Our 1921 building has had washrooms added and been transformed into a facility to be used by all, particularly those who cannot afford to travel into Nanaimo. The old School, which was considered worthless, is now appraised at \$320,000.00. It has three big classrooms and a divided basement suitable for storage.

This district has no community facilities other than a Firehall, and a large Community Hall set up as a theatre and occupied by the Yellowpoint Drama Club. There is great need for a centrally located structure for other activities and services in the community.

The Cedar Heritage building is part of the Growth Management Plan (GMP) of the Cedar node as envisioned by the Regional District of Nanaimo and is to be found on page 12 of the 2000 Annual Report. The GMP states, "These nodes should be complete communities, not just dense residential developments. They should contain all the elements for a healthy, functioning community".

We are a not-for profit Society (S-37396) and as such have a charity number 89006 9222 RR0001 as issued by the Canada Customs and Revenue Agency under paragraph 149 (1)(f) of the Income Tax Act. Our purpose is to offer programs, open and operate a Community Centre for all citizens of the community and to provide a Community Internet Access Site for this rural area. The Society has provided these services in whatever buildings were available at the least possible cost since its inception as it is non funded and exists on grants and donations with volunteer help. There were no spaces available on an ongoing basis so we have endeavoured to save this old school for community use.

The community is 20 minutes south of Nanaimo by car, has a population base of 3,708 people within the 25 square mile Cedar node, and over 7,000 persons in the area, with 50% under the age of 35 (RDN Electoral Area Stats, 4/98). Many of the wonderful facilities built in Nanaimo are relatively unavailable to our young people because of transportation limitations. Cedar had a 15.7% growth from 1991 to 1996 and more growth is expected. Poverty is such that Cedar has all three of its schools on school meal programs. The elderly residents are unable, unless they can drive, to access the social and recreational facilities of Nanaimo, as it is too long a day by bus for them.

The Centre will provide a home for fun Friday evening youth drop-in activities that have been held in various locations over the last three years. There is a computer and Internet site for anyone who needs to use or learn this modern technology. We hope to have Brownies and Guides, Women's Institute, Artists, music for preschoolers, fitness classes, 4H, Thai Chi, and many more community groups accessing our two big classrooms and computer centre, as well as have little children climbing the preschool structure and riding their tricycles on the cemented track.

To this end we are requesting a one-time grant of \$38,000.00 to complete the building upgrades.

The Cedar School and Community Enhancement Society appreciates your interest and participation in this project and we invite you to come, visit us, observe our progress and use our community facility.

Shelagh W. Gourlay

Shelagh W. Gourlay, Chairman
February 8, 2002

Norma Czerny

Norma Czerny, Treasurer

Cedar Heritage Centre Capital Expenditures and Forecast

Costs to Acquire the Building	
Change of Work Order to School District #68	\$ 32,225.14
Professional Fees for Re-Design of Parking & Drainage	9,090.85
Building and Property Improvements 2000	
Roof, gutters, exterior painting, belly board, landscaping	35,416.40
Contracts for Renovations 2001	
Repair and finish to match the rear of the building,	
Construct walls and ceiling of washrooms, etc.	13,370.39
Supply of washroom partitions	1,336.96
Supply of new Exterior Handicapped door	1,506.46
Repair/replace front concrete stairs	2,353.14
Complete front entry, soffits, handrails, etc	2,987.73
Construct recessed French door entrances to 2 classrooms	2,173.83
Furnace Balancing - Duct Cleaning	2,568.00
Supply and install 3 new windows in computer room	1,772.88
Battleship linoleum patches supplied and installed	2,694.26
Additional Materials for 2001 Construction	6,998.49
Includes electrical fixtures, sinks and faucets, grab bars,	
Washroom exhaust fans, French doors and frames, paint,	
Tool and equipment rentals, etc	
Rear Concrete Deck and Handicapped Ramp	43,877.83
<u>\$ 158,372.36</u>	
Capital Short-falls and Projected Expenditures 2002	
Balance owing on Handicapped Ramp	\$20,000.00
Short term loans	5,000.00
Repay Play-structure Donation	3,000.00
Electrical wiring, heat duct repairs and misting	2,133.58
Insulating of ceiling spaces	1,498.00
Replace balance of single pane glazing	8,000.00
Automatic opener device for handicapped door	2,708.64
Old copper plumbing pipe replacement	
Remaining Capital Expenditures for Building Upgrade	<u>\$42,340.22</u>
Grant Requested February 2002	\$38,000.00

**Cedar Heritage Centre
2002 Projected Budget**

Capital Accounts Payable

Short Term Loans	\$ 5,000.00
Balance On Handicapped Ramp	20,000.00
Donation to Play structure repayable	3,000.00
Electrical work for occupancy	1,224.08
Heating Duct repairs & misting	909.50
Total	<u>\$30,133.58</u>

2002 Proposed Capital Expenditures

Replace Old Copper Plumbing Pipes (few pipes - need estimate)	
Insulation in Ceiling Space (currently none - needed to save fuel)	\$ 1,498.00
Pre-school Climbing Structure (part of completion of landscaping)	15,616.93

Income for 2002

2002 Year- to-date donations from Community

Post-dated cheques	\$ 55.00
Women of the Moose	500.00
Nexen	1000.00
Pope & Talbot	2000.00

Requests for funding still outstanding

RDN of Pre-school Climbing Structure	\$ 15,616.93
Various service clubs	

Operating Budget 2002 covered by Bingo License of \$ 18,000 for 2002

Cedar Heritage Centre	Phone \$65/month	\$ 780.00
	Towel Service \$15/2weeks	390.00
	Electricity est. \$300/month	3,600.00
	Heating Fuel est. w/o insulation	5,200.00
Cedar Community Internet Access Centre - a potential source of revenue		
	Phone \$65/month	\$ 780.00
	Cable service \$70/month	840.00

Estimated Total Operating Expense \$ 11,590.00

Prepaid expenses - Alarm monitoring \$321.00 and insurance \$915.00 for the year

Norma Czerny

Compiled by:

Norma Czerny, Treasurer, Cedar School & Community Enhancement Society 02/04/02



1644 MacMillan Rd
Nanaimo BC V9X 1L9
250-722-2100
cedarheritage@shaw.ca

July & August 2000
were spent
converting this...



...Into this.



Cedar Heritage Centre, September 2001.



North Cedar Elementary School, May 2000

Included in the process was:

- A new roof
- Sewer system
- Exterior paint job (including batten boards)
- Asphalt surfaced yard removed, burned, planted, and turfed, complete with irrigation system
- New stoop roof and cement stairs

at a cost of \$75,411.08 plus donated materials and many volunteer hours.

School and Community Enhancement Society



1644 MacMillan Road
Nanaimo, B.C., V9X 1L9
October 4, 2001

The Board
Regional District of Nanaimo
6300 Hammond Bay Road
Lantzville, B.C., V0R 2H0

Attention Mr. Elliott and Directors of the RDN,

The purpose of my request to the Regional District of Nanaimo is for a contribution of \$15,500.00 for a preschool playground structure, 9 inches of pea gravel for a ground cover within the 29 by 25 foot space, a surrounding walk (minimum of 5 feet wide), to be erected on the site adjacent to the Cedar Heritage building in the Node of Cedar and fenced for the safety of the children. The fenced play area is major feature in the unfinished parts of the landscape plans. The concrete tricycle track would be part of the sidewalk construction project.

Approximately two years ago, the young parents of our district made a request to Area A Parks Committee of the RDN for a centrally located preschool playground. At that time there appeared to be no suitable location for such a project. Since then, the Community, with the help of the RDN, have managed to save the North Cedar School now called the Cedar Heritage Centre. There is room on the property for such a structure. A site drawing is enclosed. The young parents have held raffles to collect money for the equipment. Their funds will go to site preparation, concrete forms, and fencing.

On behalf of the Society, I arranged to get four quotes from various playground equipment companies. I have shown these drawings to the Child Development Centre, the young parents, and the Parks Committee. All three groups declared the Canadian Playsystems structure suitable and desirable. The dimensions, drawings, and warranty of this structure are enclosed. The 725 square feet under the structure will be covered with 9 inches of pea gravel. This apparatus will be surrounded by a concrete path for tricycles, as there are no sidewalks in Cedar for young children. Cedar has a very young population with over 50% of its citizens under the age of 35 (RDN Electoral Area Stats, 4/98). There is a great need for this playground area for young children with toilet facilities available in close proximity. The Cedar Enhancement Society is responsible for building washroom facilities in the Cedar Heritage Centre for the children and others.

The Cedar School and Community Enhancement Society is a registered, non-profit, non-funded society (S-37396) with Charity Number 89006 9222 RR0001. The purpose of the Society is to supply leadership, act as a catalyst in the development of facilities and programs, and form partnerships with existing community groups for the betterment of the community. The Society was incorporated in 1997 (following a community survey in the spring of 1997) to assist in meeting the needs of our community, particularly children and their families.

The Cedar School & Community Enhancement Society and the parents and young children in Cedar would greatly appreciate your help with this important project. We look forward to hearing from you.

Yours sincerely

Shelagh W. Gourlay

Shelagh W. Gourlay (Chairman)
Cedar School and Community Enhancement Society
Phone/Fax 722-3637
Email sgourlay@nisa.net

Please find enclosed, site plan, and support letters from Cedar Playtime, Parks, and Child Development

Cc. Mr. Kelly Daniels

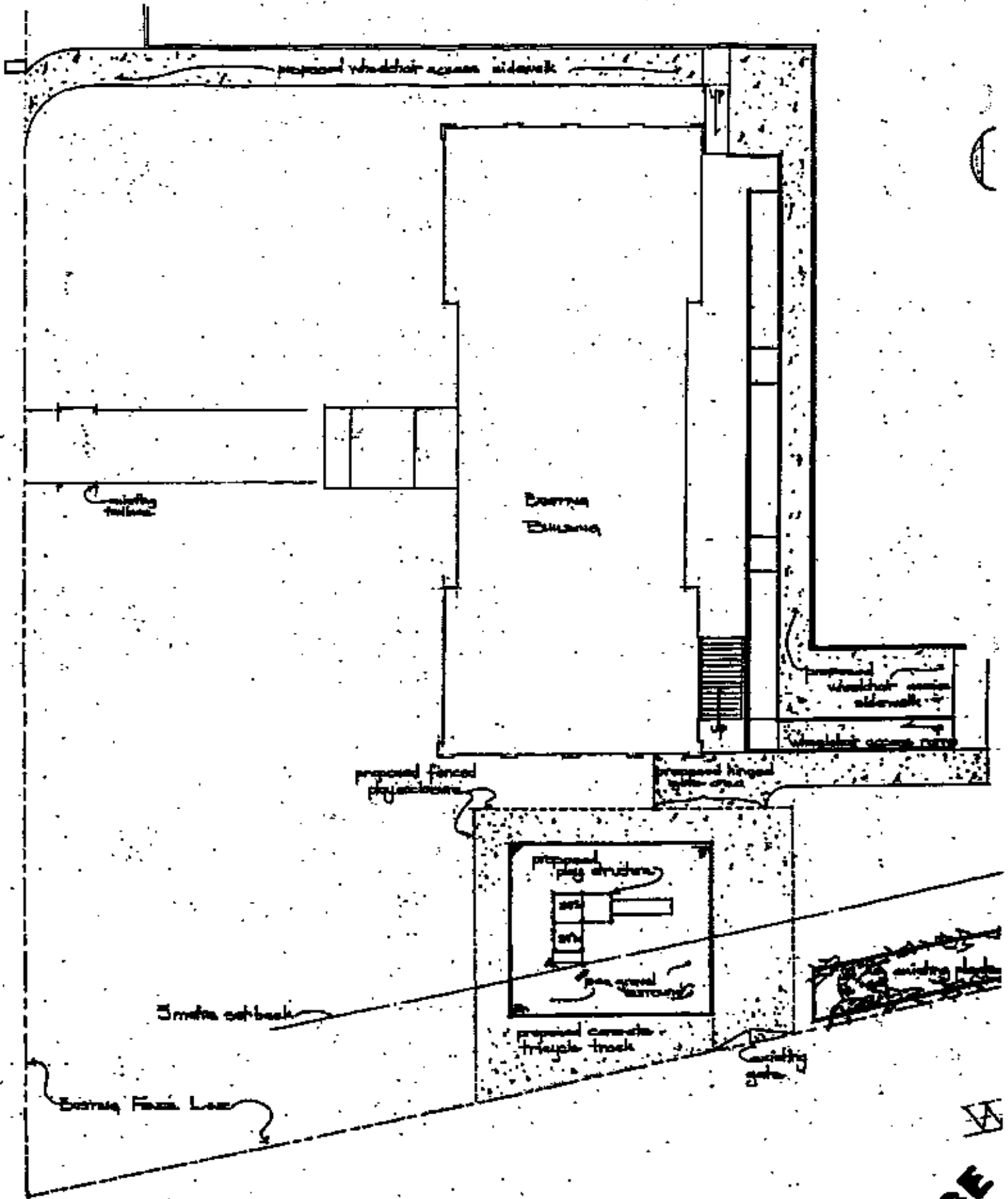
PAGE
29

Cedar Heritage Centre

Preschool Playground Project Pricing

Projected Costs:

Installed Playsystems Structure	\$ 14,387.93
Concrete Surround	2,750.00
Pea Gravel delivered by Hub City	400.00
Fencing Materials, including gates	900.00
Concrete sidewalks for wheelchairs	3,500.00
Labour for site preparation, Other Landscaping materials and Machinery rentals	9,000.00
	<hr/>
Total Projected Costs	\$ 30,937.93





REGIONAL DISTRICT OF NANAIMO			
MAY 21 2002			
CHAIR		GMCrs	
CAO		GMDS	
GMCS		GMES	
		(initials)	(initials)

MEMORANDUM

TO: Neil Connelly
General Manager - Community Services

DATE: May 17, 2002

FROM: Mike Donnelly
Manager of Transportation Services

FILE: 8500-04-07

SUBJECT: Nanaimo City Centre Transit Exchange – Site Review

PURPOSE

To bring forward information regarding the upcoming site review of the Nanaimo City Centre Transit Exchange.

BACKGROUND

The Transit Exchange for downtown Nanaimo is currently located on Gordon Street and Museum Way. (Please see attached site plan.) There is a site use agreement with the City of Nanaimo for five years expiring in August of 2006. The agreement responds in most part to the uncertainty in place at that time (August of 2001) as to the location of the proposed Conference Centre. As a result of that uncertainty the Transit Exchange was limited to the use of Gordon Street and Museum Way roadways only. The RDN's request to utilize the parking lot bounded by those two streets could not be granted for the same reason. The limited space accorded to the Exchange forced a unique operational approach to servicing the downtown.

Normally, for such an important Transit Exchange buses will operate under a "pulse" system. This means that they arrive at a common time, allow for transfers, and then begin their next run. As we have roughly half of the available space for an exchange a different approach was required. The exchange now allows for half the buses to enter with the remaining buses entering after the first group has left. While the second group is dropping off passengers the first group loops back to the exchange to allow for transfers. They loop using Front Street and Highway 19A (around Harbour Park Mall).

There have been difficulties with this system including customer confusion, traffic conflicts (bus – car, bus-bus) at peak periods and schedule challenges. As well the Bus Operators are not always able to provide the level of customer service we expect due to timing considerations. In a pulse system it is easier to establish recovery times to allow for minor fluctuations in service delivery. With this system there are minimal allowances made as the buses must clear the area for the next group as soon as possible.

The Conference Centre location has now been established which generated discussions between the RDN and City of Nanaimo with respect to the establishment of a permanent and adequate site for the City Centre Exchange. The City of Nanaimo is willing to consider an expanded area for this purpose but will need to understand the implications of that expanded use prior to any commitments being made. To

facilitate this the RDN is moving forward on the development of concept plans for the City's approval. Once those plans are in place preliminary plans and cost estimates will be developed for budget purposes in the fall of 2002.

ALTERNATIVES

1. Accept the information report
2. Do not accept the information report
3. Provide alternate direction

FINANCIAL IMPLICATIONS

The estimated costs for this project including concept plans, preliminary plans and cost estimates will be approximately \$10,000. This can be accommodated within the 2002 budget. Discussions are currently being held with BC Transit to secure cost sharing on the design and construction work.

CITIZEN IMPLICATIONS

A fully operational exchange in the downtown area is critical to Transit service provision in Nanaimo. While the current site works it is not conducive to a high level of customer satisfaction. The establishment of an exchange that allows for reduced confusion and easier transfers will benefit the citizens of Nanaimo greatly.

SUMMARY/CONCLUSIONS

The current layout of the City Centre Exchange in downtown Nanaimo is being reviewed. There is an opportunity to work with the City of Nanaimo to expand the exchange allowing for a more effective and efficient facility.

A review is now underway that will produce concept plans for the City's review and preliminary design and cost estimates for budgeting in the fall of 2002.

RECOMMENDATION

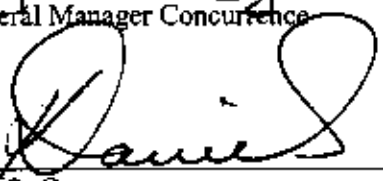
That this information report on the Nanaimo City Centre Transit Exchange Site Review be accepted.



Report Writer



General Manager Concurrance



C.A.O. Concurrance

COMMENTS:



**Nanaimo City Centre
Transit Exchange**

Site Plan



REGIONAL DISTRICT OF NANAIMO	
MAY - 1 2002	
CHAIR	GMCrS
CAO	GMDS
GMES	GMES

Call ✓

MEMORANDUM

TO: C. Mason
General Manager, Corporate Services

DATE: April 16, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: A bylaw to release reserve funds for computer system upgrades

PURPOSE:

To introduce for three readings and adoption "Administration Computer Equipment Reserve Fund Expenditure Bylaw No. 1308, 2002".

BACKGROUND:

The 2002 capital plan identified two computer upgrading projects, which are to be funded from the reserve fund. The first is a planned upgrade for server equipment in the amount of \$25,000 and the second is an allowance for upgrading telephone and computer hubs in the amount of \$70,000. The existing computer hubs and telephone console are at capacity.

ALTERNATIVES:

1. Adopt the bylaw as presented.
2. Give alternative direction to staff.

FINANCIAL IMPLICATIONS:

Alternative 1

The computer reserve fund held approximately \$242,730 at the end of 2001. The capital plan adopted by the Board recognized reserves as the source use of funds for these two projects.

Alternative 2


The Board may choose to utilize current operating funds to cover these expenditures. The budgeted retained earnings for Administration services is \$410,855 and could be reduced to cover these expenditures, however, this alternative would require an amendment to the annual budget and capital plan bylaws.



SUMMARY/CONCLUSIONS:

Pursuant to the adopted capital expenditure plan and the annual budget, staff are bringing forward a bylaw to release certain reserve funds for the purposes of upgrading and expanding the computer and telephone systems in the Administration building. Staff recommend adopting the bylaw as presented.

RECOMMENDATION:

1. That "Administration Computer Equipment Reserve Fund Expenditure Bylaw No. 1308, 2002" be introduced for three readings.
2. That "Administration Computer Equipment Reserve Fund Expenditure Bylaw No. 1308, 2002" having received three readings be adopted.


Report Writer


General Manager Concurrence

C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1308

**A BYLAW TO AUTHORIZE AN EXPENDITURE
OF FUNDS FROM THE ADMINISTRATION
COMPUTER EQUIPMENT RESERVE FUND**

WHEREAS the Administration Computer Equipment Reserve Fund was established under Bylaw No. 924, 1994;

AND WHEREAS it is necessary to expend reserve fund monies for the purpose of upgrading network services in the Administration office and the expansion of the Administration building;

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

1. That the amount of Ninety Five Thousand Dollars (\$95,000) is hereby appropriated from the Administration Computer Equipment Reserve Fund to be expended for equipment upgrading.
2. Should any of the above amount remain unexpended, such unexpended balance shall be returned to the credit of the Reserve Fund.
3. This bylaw may be cited as the "Administration Computer Equipment Reserve Fund Expenditure Bylaw No. 1308, 2002".

Introduced and read three times this 11th day of June, 2002

Adopted this 11th day of June, 2002

CHAIRPERSON

GENERAL MANAGER CORPORATE SERVICES

PAGE
87



REGIONAL DISTRICT OF NANAIMO			
APR 30 2002			
CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
		<i>Call</i>	<input checked="" type="checkbox"/>

MEMORANDUM

TO: N. Avery
Manager of Financial Services

DATE: April 22, 2002

FROM: W. Thexton
Senior Accountant

FILE:

SUBJECT: Operating Results to March 31, 2002

PURPOSE

To present a summary of the operating results for the period ending March 31st, 2002.

BACKGROUND

As part of the Regional District's commitment to accountability, staff prepare quarterly operating statements. The statement attached to this report covers the period January 1 to March 31, 2002. The statements are prepared primarily on a cash paid basis except for debt and property taxes which are accrued monthly.

The relative proportion of revenues and expenditures to date should be approximately 25% of the budgeted amounts for the year. The actual results show earned revenues at 23% of budget and expenditures at 18% of budget. Revenues from water, sewer and garbage collection services, which are billed twice a year, are recorded in the periods when they are billed - no billings were generated in this quarter. With regard to expenditures, these can vary considerably throughout the year. For example, capital expenses and professional fees may be in the early commitment stage but will not be paid until later in the year. Further, reserve fund contributions and transfers to other governments/agencies generally occur in late summer after receipt of property tax funds.

On an overall basis the attached statement shows that wages (24%), administration costs (24%), and debt financing costs (25%) are approximately equal to the first quarter benchmark. Community grants (1%), professional fees (9%), program costs (9%) and capital expenditures (7%) are lower due to the timing issues noted above.

Corporate Services

Overall Corporate Services budgets are within the expected range for revenues and expenditures. Grant and operating revenues are at 21% of budget. Professional fees (3%), building operations and maintenance (9%), capital expenditures (14%) and other operating costs are below the 25% benchmark due to the typical annual expenditure profile for these items. Transfers to the reserve fund (0%) will be made in August. As a result, total expenses for Corporate Services to date are 20% of budget.

Community Services

Overall Community Services budgets are within the expected range for revenues (29%) and expenditures (21%). Overall revenues for Transit are 24% of budget. Operating revenues for the D69 Arena are 37% of budget and 32% for the Ravensong Aquatic Center. Recreation program costs (9%), community grants (2%) and capital expenditures (0%) will be incurred later in the year.

Development Services

Development Services revenues are slightly higher than budget expectations at 48%, partly a result of receiving certain planning grants in this quarter. Building Inspection permit fees are 37% of budget. Total expenses for Development Services to date are 20% of budget, with professional fees (12%), equipment operating (8%) and capital expenditures (16%) reflecting the same timing trend as the other service areas.

Environmental Services


Overall operating/grant revenues are at 18% of budget for Environmental Services. Year to date revenues do not include billings for garbage collection and recycling, sewer or water. The first billing will be sent to customers in late May. Solid waste tipping fee revenue is 23% of budget and wastewater treatment septage receiving fees for the first quarter of the year are at 18% of budget. Total expenses for Environmental Services are 16% of budget, once again due to capital costs (8%), professional fees (8%), building (8%) and vehicle (13%) operations and maintenance, being somewhat lower than the quarterly benchmark at this date.

SUMMARY/CONCLUSIONS

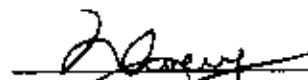
The attached summary includes operating activities recorded up to March 31, 2002. Overall, the records reflect that 33% of total revenues have been collected, including 22% of grants and operating revenues, and 18% of expenditures have been incurred. The lower expenditures reflect the seasonal and project related timing for professional fees, community grants, recreation program costs, capital expenditures and transfers to reserves.

RECOMMENDATION


That the summary report of financial results from operations to March 31, 2002 be received for information.




Report Writer



Manager Concurrence



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:



GENERAL REVENUE FUND
MARCH 31, 2002

	CORPORATE SERVICES			COMMUNITY SERVICES			DEVELOPMENT SERVICES			ENVIRONMENTAL SERVICES			TOTAL REVENUE FUND		
	AV 2002	BV 2002	% VAR	AV 2002	BV 2002	% VAR	AV 2002	BV 2002	% VAR	AV 2002	BV 2002	% VAR	AV 2002	BV 2002	% VAR
REVENUES															
TAX REQUISITION	\$905,727	\$3,622,894	25%	\$1,614,018	\$6,456,047	25%	\$288,000	\$1,151,985	25%	\$2,309,673	\$9,238,678	25%	\$5,117,418	\$20,469,604	25%
GRANTS/OPERATING/OTHER	461,340	2,148,405	21%	\$1,831,524	\$7,828,019	23%	344,358	710,500	48%	1,517,066	8,543,498	18%	\$4,154,288	\$19,231,422	22%
RETAINED EARNINGS	977,957	977,946	100%	\$1,088,614	\$1,088,590	100%	811,302	811,290	100%	3,012,189	3,012,095	100%	\$5,890,062	\$5,889,921	100%
TOTAL REVENUES	2,345,024	6,749,245	35%	4,534,156	15,373,656	29%	1,443,660	2,673,775	54%	6,838,928	20,794,271	33%	15,161,768	45,590,947	33%
EXPENSES															
ADMINISTRATION	\$171,949	\$587,915	28%	\$405,934	\$1,657,950	24%	\$61,295	\$337,640	18%	\$232,758	\$992,725	23%	\$671,936	\$3,576,430	24%
COMMUNITY GRANTS	0	66,197	0%	2,195	97,740	2%	0	0	0%	0	0	0%	\$2,195	\$163,937	1%
LEGISLATIVE	41,048	246,585	17%	0	0	0%	0	0	0%	0	0	0%	\$41,048	\$246,585	17%
PROFESSIONAL FEES	7,957	311,240	3%	35,528	165,030	22%	41,875	355,255	12%	36,947	479,980	8%	\$122,207	\$1,311,485	9%
BUILDING OPS & MAINT	33,762	378,255	9%	90,487	431,985	21%	12,658	42,000	30%	30,132	355,791	8%	\$167,040	\$1,208,021	14%
VEH & EQUIP OPS & MAINT	38,056	87,511	43%	602,510	1,878,110	32%	6,561	17,400	49%	126,335	991,425	13%	\$775,462	\$2,974,446	26%
EQUIP OPS & MAINT	6,519	68,360	10%	11,897	57,032	21%	1,068	13,780	8%	0	0	0%	\$19,504	\$139,172	14%
OTHER OPERATING COSTS	2,873	17,305	15%	55,923	366,450	15%	19,216	120,810	16%	0	0	0%	\$77,812	\$504,565	15%
WAGES & BENEFITS	330,431	1,448,716	23%	1,799,370	7,423,763	24%	301,707	1,383,248	22%	781,389	3,383,059	23%	\$3,212,897	\$13,636,786	24%
OPERATIONAL COSTS	0	0	0%	0	0	0%	0	0	0%	890,621	6,070,019	15%	\$890,621	\$6,070,019	15%
PROGRAM COSTS	0	0	0%	18,413	213,471	9%	0	0	0%	0	0	0%	\$19,413	\$213,471	9%
CAPITAL EXPENDITURES	63,215	438,275	14%	1,034	816,450	0%	14,190	89,750	16%	231,497	3,074,167	8%	\$309,936	\$4,417,662	7%
DEBT FINANCING-INTEREST	975	3,900	25%	84,129	353,370	24%	0	0	0%	447,327	1,789,315	25%	\$532,431	\$2,146,585	25%
DEBT FINANCING-PRINCIPAL	453	1,815	25%	34,383	137,535	25%	0	0	0%	334,294	1,337,026	25%	\$369,090	\$1,476,375	25%
DEBT FINANCING-EXCHANGE	0	0	0%	0	0	0%	0	0	0%	0	0	0%	\$0	\$0	0%
CONTINGENCY	0	0	0%	0	0	0%	0	0	0%	0	0	0%	\$0	\$0	0%
CONTR. TO RESERVE FUND	0	152,126	0%	0	241,500	0%	0	0	0%	0	1,168,720	0%	\$0	\$1,562,346	0%
CONTR. FROM RESERVE FUND	0	0	0%	0	0	0%	0	0	0%	0	0	0%	\$0	\$0	0%
TFR TO OTHER GOVT/AGENCIES	522,523	2,400,726	22%	0	1,008,787	0%	0	0	0%	0	0	0%	\$522,523	\$3,409,513	15%
TOTAL EXPENDITURES	\$1,219,561	\$6,206,926	20%	\$3,142,803	\$14,848,173	21%	\$460,591	\$2,360,083	20%	\$3,111,160	\$19,642,216	16%	\$7,594,115	\$43,057,398	18%
OPERATING SURPLUS (DEFICIT)	\$1,125,463	\$542,319		\$1,391,353	\$528,483		\$983,069	\$313,692		\$3,727,768	\$1,152,055		\$7,227,653	\$2,533,549	



MAY 10 2002

CHAIR		GMCrs	
CAO		GMDS	
GMCms		GME\$	

MEMORANDUM

TO: C. Mason
General Manager, Corporate Services

DATE: May 7, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Firefighting coverage by City of Nanaimo for certain properties outside municipal boundaries

PURPOSE:

To seek Board approval to approach the City of Nanaimo for consideration of providing fire protection to certain properties in Electoral Area C.

BACKGROUND:

Seven property owners in the Cinnabar Valley area of Electoral Area C have approached the Regional District regarding fire protection coverage (see map attached). The properties cannot be serviced by either the Extension or the Cranberry Volunteer Fire Departments because of distance and lack of direct road access. The properties are located nearby a City of Nanaimo satellite firehall and it has been suggested that an approach be made to the City for establishing fire protection by agreement.

In 2000 some of these same properties made a similar request and the City of Nanaimo deferred a decision pending the completion of the Regional Services review.

ALTERNATIVES:

1. Request that the City of Nanaimo consider providing fire protection services under agreement for properties outside their municipal boundaries.
2. Take no action.

FINANCIAL IMPLICATIONS:

No comments can be provided, as no information is available at this time.


SUMMARY/CONCLUSIONS:


Seven properties adjacent to City of Nanaimo boundaries, and which cannot be reached by either the Extension or the Cranberry Volunteer Fire Departments have petitioned the Regional District to approach the City of Nanaimo for fire protection services. If the City was amenable to the request and property owners agreed to the cost, the Regional District would enter into an agreement for service.


RECOMMENDATION:

That the Board correspond with the City of Nanaimo seeking support for the provision of fire protection services to the seven properties outside municipal boundaries identified as:

- 1675 Kelsie Rd.
- 1670/1690 Kelsie Rd.
- 1760 Kelsie Rd.
- 1840 Kelsie Rd.
- 1860 Kelsie Rd.
- 1890 Kelsie Rd.
- 2105/2115 Richardson Rd.


Report Writer


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

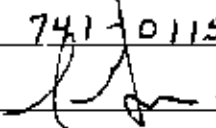
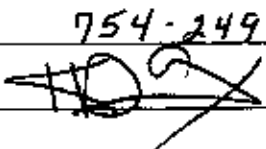
To: Regional District of Nanaimo

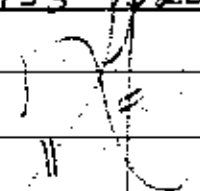
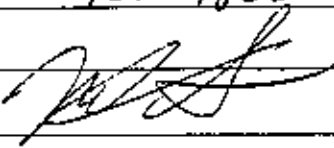
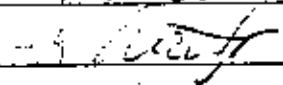
MARCH 9, 2002


ATTN: Carol Mason.

We the under signed residents of Kelsie Rd. situated in the CRANBERRY DISTRICT, would like the Regional District of Nanaimo to approach the City of Nanaimo about providing fire protection for our area. The only vehical access to our area is through ^{the} city roads in the Cranberry Valley.

Thank You

Harold Leresque 1890 Kelsie Rd ✓ Nanaimo, B.C. V9X 1B7 753-8798 Harold Leresque	EO Garner 1860 Kelsie Rd ✓ Nanaimo, B.C. V9X 1B7 741-0115 	Kevin Gullins 1840 Kelsie Rd ✓ Nanaimo, B.C. V9X 1B7 754-2494 
------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------

(*) RANDY FRASER 1760 Kelsie Rd Nanaimo, B.C. V9X 1H7 753-9828 	MARA SAURITZ 1675 Kelsie Rd ✓ Nanaimo, B.C. V9X 1H7 755-1806 	KIM WALTER  -1670/1690 Kelsie Rd. Nanaimo, B.C. V9X 1H7 716-0029
-------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------

JOHN HEISTERMAN
2115 RICHMOND ST
* 2105 RICHMOND ST
V9X 1K1
755-1648




REGIONAL DISTRICT OF NANAIMO			
MAY 15 2002			
CHAIR		SMCrS	
CAO		GMDS	
GMCS		GMES	
		<i>Colin</i>	

MEMORANDUM

TO: C. Mason
General Manager, Corporate Services

DATE: May 14, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Nanoose Fire Protection Buildings Reserve Fund Establishment Bylaw 1312

PURPOSE:

To introduce for three readings and adoption "Nanoose Fire Protection Service Area (Buildings) Reserve Fund Bylaw No. 1312, 2002".

BACKGROUND:

The Nanoose Fire Protection Society has advised staff that they wish to establish a reserve fund in anticipation of seismic upgrading and reconstruction of older portions of the existing firehall. The department budgets \$80,000 annually for contributions to its reserve fund for vehicle replacements and has successfully replaced two vehicles in the last ten years without borrowing. Commencing in 2002 the Society will contribute \$40,000 each to the vehicle and building reserve funds. At the end of the next five year period the department expects to undertake a building envelope review and expend the funds.

ALTERNATIVES:

1. Adopt the bylaw as presented.
2. Take no action.

FINANCIAL IMPLICATIONS:

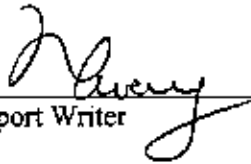
As noted above the Society has been successful in utilizing reserve funds for major capital expenditures and avoiding borrowing costs. They wish to continue this approach and having regard to the current balance of reserve funds for vehicle acquisitions, feel that a building reserve fund can be established concurrently.

SUMMARY/CONCLUSIONS:


The 2002 annual budget provides for reserve fund contributions of \$40,000 each to the existing vehicle acquisition reserve fund and a new building improvement reserve fund. The Society projects that within five years they will utilize the new reserve funds for a building review and probable seismic upgrade.

RECOMMENDATION:

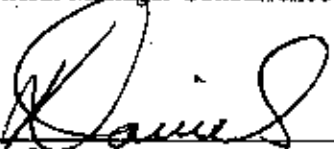
1. That "Nanoose Fire Protection Service Area Reserve Fund Bylaw No. 1312, 2002" be introduced for first three readings.
2. That "Nanoose Fire Protection Service Area Reserve Fund Bylaw No. 1312, 2002" having received three readings be adopted.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1312

**A BYLAW TO ESTABLISH A RESERVE FUND FOR
THE PURPOSE OF EXPANDING AND IMPROVING
THE BUILDINGS AND RELATED INFRASTRUCTURE
IN THE NANOOSE FIRE PROTECTION SERVICE AREA**

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

1. There is hereby established a reserve fund, pursuant to Section 496(1)(a) of the *Local Government Act*, to be known as the "Nanoose Fire Protection Service Area (Buildings) Reserve Fund".
2. Money from the current revenue of the Nanoose Fire Protection Service Area function, to the extent to which it is available, or as otherwise provided in the *Local Government Act*, may from time to time be paid into the reserve fund.
3. The money set aside may be deposited in a separate bank account or invested in the manner provided by the *Local Government Act* until its use is required.
4. Money in the reserve fund shall be used for the expansion and improvement of the buildings and related infrastructure systems.
5. This bylaw may be cited as the "Nanoose Fire Protection Service Area (Buildings) Reserve Fund Bylaw No. 1312, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO
CAPITAL PLAN 2002 to 2007

Interest rate 0.04

DASHWOOD FIRE

Buildings 96-12
Reserve fund contributions 96-64

DASHWOOD FIRE FUNDING SUMMARY

CURRENT OPERATIONS
OPERATING LEASES
OPERATING CAPITAL
RESERVE FUND CONTRIBUTIONS
RESERVE FUND USE
BORROWED FUNDS
BYLAW FUNDS ON HAND
DEVELOPER FUNDED/OTHER

NANOOSE BAY FIRE

Vehicles 96-11
Buildings 96-12
Reserve fund contributions 96-64

NANOOSE BAY FIRE FUNDING SUMMARY

CURRENT OPERATIONS
OPERATING LEASES
OPERATING CAPITAL
RESERVE FUND CONTRIBUTIONS

D88 E 911 SYSTEM

Reserve fund contributions 96-64

D88 E911 FUNDING SUMMARY

CURRENT OPERATIONS
OPERATING LEASES
OPERATING CAPITAL
RESERVE FUND CONTRIBUTIONS

PROTECTIVE SERVICES FUNDING SUMMARY

CURRENT OPERATIONS
OPERATING LEASES
OPERATING CAPITAL
RESERVE FUND CONTRIBUTIONS
RESERVE FUND USE
BORROWED FUNDS
BYLAW FUNDS ON HAND
DEVELOPER FUNDED/OTHER

	2002	2003	2004	2005	2006	2007	Total 2002-2007
DASHWOOD FIRE							
Buildings		10,000	75,000				85,000
Reserve fund contributions	32,000	22,000	(75,000)	45,000	45,000	45,000	114,000
DASHWOOD FIRE FUNDING SUMMARY							
CURRENT OPERATIONS	0	0	0	0	0	0	0
OPERATING LEASES	0	0	0	0	0	0	0
OPERATING CAPITAL	0	10,000	75,000	0	0	0	85,000
RESERVE FUND CONTRIBUTIONS	32,000	22,000	(75,000)	45,000	45,000	45,000	114,000
RESERVE FUND USE							0
BORROWED FUNDS							0
BYLAW FUNDS ON HAND							0
DEVELOPER FUNDED/OTHER							0
NANOOSE BAY FIRE	32,000	32,000	0	45,000	45,000	45,000	199,000
NANOOSE BAY FIRE FUNDING SUMMARY							
CURRENT OPERATIONS	0	0	0	0	0	0	0
OPERATING LEASES	0	0	0	0	0	0	0
OPERATING CAPITAL	0	0	0	0	0	0	0
RESERVE FUND CONTRIBUTIONS	80,000	80,000	80,000	80,000	80,000	80,000	480,000
RESERVE FUND USE	80,000	80,000	80,000	80,000	80,000	80,000	480,000
BORROWED FUNDS							0
BYLAW FUNDS ON HAND							0
DEVELOPER FUNDED/OTHER							0
D88 E 911 SYSTEM							
Reserve fund contributions	3,400	3,400	3,400	(50,000)	3,400	3,400	(33,000)
D88 E911 FUNDING SUMMARY							
CURRENT OPERATIONS	0	0	0	0	0	0	0
OPERATING LEASES	0	0	0	0	0	0	0
OPERATING CAPITAL	0	0	0	0	0	0	0
RESERVE FUND CONTRIBUTIONS	3,400	3,400	3,400	(50,000)	3,400	3,400	(33,000)
RESERVE FUND USE	3,400	3,400	3,400	(50,000)	3,400	3,400	(33,000)
BORROWED FUNDS							0
BYLAW FUNDS ON HAND							0
DEVELOPER FUNDED/OTHER							0
PROTECTIVE SERVICES FUNDING SUMMARY							
CURRENT OPERATIONS	0	0	0	0	0	0	0
OPERATING LEASES	18,840	18,840	0	0	0	0	37,280
OPERATING CAPITAL	108,800	40,000	105,000	72,000	15,000	15,000	353,800
RESERVE FUND CONTRIBUTIONS	173,140	184,640	(25,770)	88,000	209,400	209,400	808,810
RESERVE FUND USE	0	0	0	0	0	0	0
BORROWED FUNDS	0	0	0	0	0	0	0
BYLAW FUNDS ON HAND	0	0	0	0	0	0	0
DEVELOPER FUNDED/OTHER	0	0	0	0	0	0	0
TOTAL	298,580	243,280	68,230	140,000	224,400	224,400	1,188,890



REGIONAL DISTRICT OF NANAIMO	
MAY 10 2002	
CHAIR	GMCrs
CAO	GMDS
GMCms	GMEB
DATE:	
FILE:	

MEMORANDUM

TO: C.Mason
General Manager, Corporate Services

FROM: N. Avery
Manager, Financial Services

SUBJECT: Amendment to Northern Community Sewer Service Area to Remove Overlaps re: French Creek Sewer, Surfside Sewer and Pacific Shores Sewer Service Areas

PURPOSE:

To obtain approval for "Regional District of Nanaimo Northern Community Sewer Local Service Area Boundary Amendment Bylaw 889.21, 2002".

BACKGROUND:

The apportionment formula in the Northern Community Sewer service area was changed following the Regional Services Review (2000). Those parts of School District 69 which cannot be serviced directly by the French Creek treatment plant pay a combination of septage disposal user fees and property taxes to cover the costs of treating septage which is delivered to the plant. Areas which cannot be directly serviced by the treatment plant are designated as non-benefiting areas under the bylaw formula.

Within Electoral Area G, the French Creek Sewer and Surfside Sewer areas are serviced by the treatment plant and are designated as benefiting areas. Within Electoral Area E, the Pacific Shores Sewer Service is similarly designated a benefiting area. The remainder of Electoral Areas E and G comprise the non-benefiting areas subject to septage disposal fees and net septage costs. This bylaw amendment will clarify that properties inside the French Creek Sewer, Surfside Sewer and Pacific Shores Sewer service areas are in benefiting areas and are not taxable for septage disposal costs. Bylaw 889.21 presented with this report, reduces the non-benefiting portion of Electoral Area G by excluding the French Creek Sewer and Surfside Sewer Service Areas, as well as reducing the non-benefiting portion of Electoral Area E by the Pacific Shores Sewer service area.

ALTERNATIVES:

1. Introduce Bylaw 889.21 for first three readings.
2. Do not proceed.

FINANCIAL IMPLICATIONS:Alternative 1

The reduction in the non-benefiting area will increase the taxation portion of costs to the non-benefiting areas by about \$.60 per \$100,000. The impact is minor and eliminates a certain historical duplication of taxation for properties within the benefiting area.

Alternative 2


The change in the cost allocation formula for this function, necessitates defining both the benefiting and non-benefiting areas by way of map schedules to the bylaw. The assessment authority uses bylaw maps to code properties for taxation purposes. Without this amendment the non-benefiting areas would include the properties within the benefiting area and as a result benefiting area properties would be taxed a portion of the septage treatment costs in addition to their proportion of other treatment plant costs.

SUMMARY/CONCLUSIONS:

Staff are proposing a boundary amendment to the non-benefiting area in Electoral Area G and Electoral Area E to remove properties inside the French Creek Sewer, Surfside Sewer and Pacific Shores Sewer Service areas. Changes to the cost apportionment in the bylaw necessitate defining the non-benefiting areas as well as the benefiting areas. Without this amendment properties within the sewer service areas will contribute to the net costs to treat septage as well as the operating costs of the plant. The financial impact is minor – amounting to about .60 cents per \$100,000, but the amendment corrects this overlap.

RECOMMENDATION:

That "Regional District of Nanaimo Northern Community Sewer Local Service Area Boundary Amendment Bylaw No. 889.21, 2002" be introduced for first three readings and be forwarded to the participants for consent.


Report Writer


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.21

A BYLAW TO AMEND THE RDN
NORTHERN COMMUNITY SEWER
LOCAL SERVICE AREA BYLAW

WHEREAS the Board enacted "Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993" as amended which establishes the Northern Community Sewer Local Service Area;

AND WHEREAS the Board wishes to amend the boundaries of the non-benefiting area by excluding a portion of Electoral Area 'E' and portions of Electoral Area G;

AND WHEREAS the Board has obtained the consent of at least two thirds of the participants;

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

1. This bylaw may be cited for all purposes as the "Regional District of Nanaimo Northern Community Sewer Local Service Area Boundary Amendment Bylaw No. 889.21, 2002".
2. The boundaries of the Non-Benefiting area in Electoral Area 'E' shall exclude those properties within the boundaries of the Pacific Shores Sewer Local Service Area (as established under Bylaw No. 1021 and subsequent amendments).
3. Schedule 'D' to Bylaw 889.20 is hereby repealed and replaced with Schedule 'D' attached hereto and forming a part of this bylaw.
4. The boundaries of the Non-Benefiting area in Electoral Area 'G' shall exclude those properties within the French Creek Sewer Service Area (as established under Bylaw No. 813 and subsequent amendments) and the Surfside Sewer Local Service Area (as established under Bylaw No. 1124 and subsequent amendments)
5. Schedule 'E' attached hereto outlines those properties which shall be excluded from the Non-Benefiting portion of Electoral Area 'G' and shall form a part of this bylaw.

Introduced and read three times this 11th day of June, 2002.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2002.

Adopted this _____ day of _____, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICE

PAGE
101



**REGIONAL
DISTRICT
OF NANAIMO**

**REGIONAL DISTRICT
OF NANAIMO**

MAY 14 2002

CHAIR	GMCrs	
CAO	GMDS	
GMCms	GMES	

MEMORANDUM

TO: J. Finnie
General Manager Environmental Services

DATE: April 17, 2002

FROM: D. Trudeau
Manager, Liquid Waste

FILE:

SUBJECT: Amendment to holding tank waste disposal fees bylaw regarding Horne Lake Pump and Haul Service

PURPOSE:

To introduce for three readings and adoption "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.04, 2002".

BACKGROUND:

Bylaw 988 outlines the regulations and fees for the disposal of trucked liquid waste at the French Creek wastewater treatment plant. It includes a reduced rate for properties within the Electoral Area Pump and Haul Service. Properties within that service area pay a rate of \$0.01 cents per gallon of holding tank waste.

The Horne Lake Pump and Haul Service was established in November 2001. A fee has been negotiated for those properties in consideration of the installation of holding tanks over a three year period – the holding tank waste will be delivered to the French Creek wastewater treatment plant. The fee is \$100.00 annually per holding tank and property owners have until December 31, 2004 to be in compliance. This fee is intended to cover both the application approval and the cost of disposing holding tank waste during the three year phase in period. In accordance with these agreements Bylaw 988 requires an amendment to provide for holding tank waste at no additional fee for properties in the Horne Lake Pump and Haul Service.

ALTERNATIVES:

1. Approve and adopt the amendment.
2. Do not approve the amendment.

FINANCIAL IMPLICATIONS:

Alternative 1

The Northern Community Wastewater Treatment function budget will be credited with the fees collected through the Horne Lake Pump and Haul Service. The estimated revenue from the Horne Lake Pump and Haul Service for 2002 is \$2,375.

Alternative 2

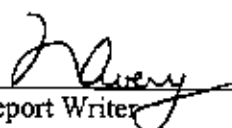
Without this amendment Bylaw 988 would require holding tank waste from Horne Lake to be charge \$0.16 cents per gallon which is contrary to the Board's direction with regards to pump and haul properties generally (ie. \$0.01 is prescribed). A rate other than \$0.00 per gallon would be contrary to the \$100 annual fee established for Horne Lake Pump and Haul property owners.

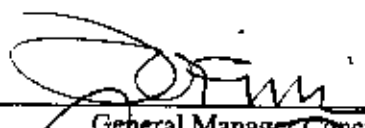
SUMMARY/CONCLUSIONS:

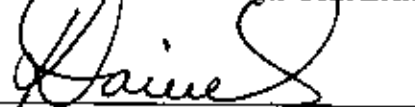
Staff are presenting an amendment to the rate schedule in Bylaw 988, a bylaw which prescribes the fees for holding tank waste disposed of at the French Creek wastewater treatment plant. The rate for Electoral Area Pump and Haul properties is \$0.01 per gallon. A new pump and haul service was established in 2001 for properties at Horne Lake and during a three year phase in of the installation of certified holding tanks an annual fee of \$100 has been established. Bylaw 988 needs to be amended to identify that holding tank waste from the Horne Lake service properties will be accepted at \$0.00 per gallon for the three year phase in period.

RECOMMENDATION:

1. That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.04, 2002" be introduced for three readings.
2. That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.04, 2002" having received three readings be adopted.


Report Writer


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 988.04

**A BYLAW TO AMEND REGIONAL
DISTRICT OF NANAIMO TRUCKED
LIQUID WASTE DISPOSAL
BYLAW NO. 988**

WHEREAS the "Regional District of Nanaimo Trucked Liquid Waste Disposal Bylaw No. 988, 1995", provided for the discharge of trucked liquid waste into septage disposal facilities operated by the Regional District of Nanaimo;

AND WHEREAS the Board wishes to amend Bylaw No. 988 to recognize an exemption for properties within the Home Lake Pump & Haul Local Service Area;

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

1. Schedule 'C' of Bylaw No. 988 is hereby repealed and Schedule 'C' attached hereto and forming part of this bylaw, is substituted therefor.
2. This bylaw may be cited as "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.04, 2002".

Introduced and read three times this 11th day of June, 2002

Adopted this 11th day of June, 2002

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

PAGE
104

Chairperson

General Manager, Corporate Services

BYLAW NO. 988.04

SCHEDULE 'C'

FEEES

Charges for disposal of septage at Liquid Waste Management Facilities effective April 1, 2001:

- | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. | Annual Administration Fee | \$ 50.00 |
| 2. | Application Fee | \$ 300.00 |
| 3. | User Fee: | |
| | For each gallon of septage in 2001 | \$ 0.12 |
| | Beginning in 2002 each gallon of septage | \$ 0.16 |
| | For each gallon of holding tank waste
from properties included within the Local Service Area
(more specifically the Pump and Haul Local Service Area
established by Bylaw No.975) | \$ 0.01 |
| | For each gallon of holding tank waste from properties
included within the Horne Lake Pump and Haul Service
for the period from November 13 th , 2001 to
December 31 st , 2004 | \$ 0.00 |
| | For each gallon of holding tank waste from properties
included within the Horne Lake Pump and Haul Service
after December 31 st , 2004 | |

the rates established above for
the Local Service Area will apply

PAGE
105



REGIONAL DISTRICT OF NANAIMO			
MAY 14 2002			
CHAIR		GMCrS	
CAO		GMDS	
GMCmS		GMES	
		(66)	✓

MEMORANDUM

TO: J. Finnie
General Manager, Environmental Services

DATE: May 3, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Sewer User Rates and Regulations Bylaws Amendments for Start Dates

PURPOSE:

To introduce for three readings and adoption:

Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.09
French Creek Sewer Service Area Rates Amendment Bylaw No. 422.10
Surfside Sewer Rates and Regulations Amendment Bylaw No. 1241.01

BACKGROUND:

The above noted bylaws outline the conditions under which connections to our sewer systems may be made and the fees which apply. The billing start date for new connections is from the first of the month following inspection of the sewer connection. It is staff's experience that owners do not always reliably request inspections and a start date is difficult to establish. A sewer connection can be made in the absence of a water connection, but without a source of water, little or no demand can be placed on the sewer pipes. Water meter installations in the French Creek Water, Surfside Water and Fairwinds Water Service Areas are done by Regional District staff and offer an additional source of information for confirming connection for those properties. Staff are recommending that the installation of a water meter be included as an alternative date for recording a connection to the sewer system, with billings commencing the first of the month following the water meter installation.

ALTERNATIVES:

1. Amend the sewer user rates bylaws to state that user rates will be effective from the first of the month following the earlier of the date of final sewer line inspection or installation of a water meter.
2. Make no changes.

PAGE
106

FINANCIAL IMPLICATIONS:

Alternative 1

This amendment is mostly a housekeeping adjustment which will reduce some of the administrative inefficiencies spent researching correct dates for sewer user fee billings.

Alternative 2

Making no change will require staff to administer a bylaw which at times is administratively awkward and time consuming.

SUMMARY/CONCLUSIONS:

Sewer user fees are prescribed to be billed from the first of the month following final inspection of the sewer line. Staff's experience is that there are enough instances where the property owner makes a connection without inspection that there needs to be an alternative mechanism to establish a start date. Water meters are installed in parts of the sewer service area by Regional District staff and provide a reliable record of when a property is capable of introducing waste into the sewer system. Staff recommend amending the sewer rates bylaws to provide that sewer user rates will be effective from the earlier of either the sewer line inspection or the installation of a water meter. This is largely a housekeeping adjustment which will simplify administration of the bylaw in cases where information may be incomplete.

RECOMMENDATION:

1. That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.09, 2002" be introduced for first three readings.


That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.09, 2002" having received first three readings be adopted.


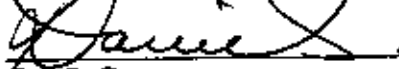
2. That "French Creek Sewer Service Area Rates Amendment Bylaw No. 422.10, 2002" be introduced for first three readings.

That "French Creek Sewer Service Area Rates Amendment Bylaw No. 422.10, 2002" having received first three readings be adopted.

3. That "Surfside Sewer Rates and Regulations Amendment Bylaw No. 1241.01, 2002" be introduced for first three readings.

That "Surfside Sewer Rates and Regulations Amendment Bylaw No. 1241.01, 2002" having received first three readings be adopted.


Report Writer


General Manager Concurrence

C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 765.09

**A BYLAW TO AMEND THE FAIRWINDS
SEWERAGE FACILITIES SPECIFIED AREA
RATES BYLAW NO. 765**

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

1. The Fairwinds Sewerage Facilities Specified Area Rates Bylaw No. 765 is hereby amended as follows:

Paragraph 6 is deleted and replaced with the following new Paragraph 6:

"6. Sewer user rates for new connections shall be effective from the first of the month following the earlier of final inspection of the sewer line or the installation of a water meter."

Paragraph 7 is hereby deleted and the remaining paragraphs are re-numbered accordingly.

2. This bylaw may be cited for all purposes as the "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.09, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

PAGE
108

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 422.10

**A BYLAW TO AMEND THE FRENCH
CREEK SEWER SPECIFIED AREA
RATES BYLAW NO. 422**

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

1. The French Creek Sewer Specified Area Rates Bylaw No. 422 is hereby amended as follows:

Paragraph 6 is deleted and replaced with the following new Paragraph 6:

"6. Sewer user rates for new connections shall be effective from the first of the month following the earlier of final inspection of the sewer line or the installation of a water meter."

Paragraph 7 is hereby deleted and the remaining paragraphs are re-numbered accordingly.

2. This bylaw may be cited for all purposes as the "French Creek Sewer Service Area Regulation and Rates Amendment Bylaw No. 422.10, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1241.01

**A BYLAW TO AMEND THE SURFSIDE
SEWER RATES AND REGULATIONS
BYLAW NO. 1241**

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

1. The Surfside Sewer Rates and Regulations Bylaw No. 1241 is hereby amended as follows:

Paragraph 19.2 is hereby added as follows:

"19.2. Sewer user rates for new connections shall be effective from the first of the month following the earlier of final inspection of the sewer line or the installation of a water meter."

2. This bylaw may be cited for all purposes as the "Surfside Sewer Rates and Regulations Amendment Bylaw No. 1241.01, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES



REGIONAL DISTRICT OF NANAIMO		
MAY 15 2002		
CHAIR		GMCRS
CAO		GMDS
GMCRS		GMSS
		<i>Call</i>

MEMORANDUM

TO: C. Mason
General Manager, Corporate Services

DATE: May 14, 2002

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Fairwinds Sewerage Facilities Reserve Fund Establishment Bylaws 1310 and 1311

PURPOSE:

To introduce for three readings and adoption:

- Fairwinds Sewerage (Treatment) Facilities Service Area Reserve Fund Bylaw 1310, 2002
- Fairwinds Sewerage (Collector System) Facilities Service Area Reserve Fund Bylaw 1311, 2002

BACKGROUND:

The Fairwinds Sewerage function is relatively new and has no debt related to the original infrastructure, which was constructed by the developer. There have been however some sewer collector line breaks resulting from the rocky terrain and the capital plan for the treatment facility is projected at \$215,000 over the next five years. The operating budget for 2002 includes a total of \$42,000 to establish a reserve fund which is intended to help offset some of the future planned capital expenditures. Staff expect that a combination of reserve funds and current operating funds should be sufficient to address the current five year capital projections and recommend establishing two reserves for the service area, one to address the treatment plant facility and the other to address underground service lines.

ALTERNATIVES:

1. Adopt the bylaws as presented.
2. Take no action.

FINANCIAL IMPLICATIONS:


A sizeable portion of annual capital requirements are not large enough to make borrowing a cost effective alternative. Staff generally consider reserve funds an effective method of ensuring that funds are set aside for infrastructure improvement and that borrowing requirements if any will be reduced.

SUMMARY/CONCLUSIONS:


The 2002 annual budget provides for reserve fund contributions of \$32,000 and \$10,000 respectively for the Fairwinds treatment and sewer collector systems. While the facilities are relatively new the capital plan for the next five years for the treatment plant is projected at \$215,000. The sewer collector system has had at least two major breaks in the last five years, raising some concern given the rocky terrain in the service area. Staff recommend establishing two reserve funds for the treatment facility and sewer collector system as a cost effective method of retaining funds for these future capital expenditures.


RECOMMENDATION:

1. That "Fairwinds Sewerage (Treatment) Facilities Service Area Reserve Fund Bylaw No. 1310, 2002" be introduced for first three readings.
2. That "Fairwinds Sewerage (Treatment) Facilities Service Area Reserve Fund Bylaw No. 1310, 2002" having received three readings be adopted.
3. That "Fairwinds Sewerage (Collector System) Facilities Service Area Reserve Fund Bylaw No. 1311, 2002" be introduced for first three readings.
4. That "Fairwinds Sewerage (Collector System) Facilities Service Area Reserve Fund Bylaw No. 1311, 2002" having received three readings be adopted.



Report Writer



General Manager Concurrence


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1310

A BYLAW TO ESTABLISH A RESERVE FUND FOR
THE PURPOSE OF EXPANDING AND IMPROVING
THE FAIRWINDS SEWERAGE LOCAL SERVICE AREA
WASTEWATER TREATMENT SYSTEM AND FACILITIES

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

1. There is hereby established a reserve fund, pursuant to Section 496(1)(a) of the *Local Government Act*, to be known as the "Fairwinds Sewerage (Treatment) Facilities Service Area Reserve Fund".
2. Money from the current revenue of the Fairwinds Sewerage Facilities Service Area function, to the extent to which it is available, or as otherwise provided in the *Local Government Act*, may from time to time be paid into the reserve fund.
3. The money set aside may be deposited in a separate bank account or invested in the manner provided by the *Local Government Act* until its use is required.
4. Money in the reserve fund shall be used for the expansion and improvement of the treatment facilities and related infrastructure systems.
5. This bylaw may be cited as the "Fairwinds Sewerage (Treatment) Facilities Service Area Reserve Fund Bylaw No. 1310, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO
CAPITAL PLAN 2002 to 2007

Interest rate 2.04

FAIRWINDS (NANOOSE) TREATMENT PLANT

Other equipment

Chemical feed pumps

Genset

Grit pump and hydrogritler

96-09

Engineering structures

Chemical storage facility

Eyewash station

Auto bar screen or gelcoen auger

Replace bar screen backup

Roof over headworks

Four air handling system

96-10/96-12

Vehicles

Admin vehicle - share - C-B

96-11

Computers

95-13

Contribution to Reserve Fund



96-84

Borrowed funds

Upgrade and expansion (8,000)

Trunk sewer extensions

Stage I- Extension to North Nanoose

Stage II- Extension to Dumas Point

Stage III - Extension to Madrone

99-03

FAIRWINDS(NANOOSE) WASTEWATER TREATMENT FUNDING SUMMARY

CURRENT OPERATIONS

OPERATING LEASES

OPERATING CAPITAL

RESERVE FUND CONTRIBUTIONS

RESERVE FUNDS USE

BORROWED FUNDS

BYLAW FUNDS ON HAND

DEVELOPER FUNDED/OTHER

	2002	2003	2004	2005	2006	2007	Total 2002-2007
Other equipment							0
Chemical feed pumps	2,000						2,000
Genset				50,000			50,000
Grit pump and hydrogritler							0
	2,000	0	0	50,000	0	0	52,000
Engineering structures							0
Chemical storage facility		35,000					35,000
Eyewash station							0
Auto bar screen or gelcoen auger			30,000				30,000
Replace bar screen backup							0
Roof over headworks		50,000					50,000
Four air handling system					50,000	50,000	100,000
	0	85,000	30,000	0	50,000	50,000	215,000
Vehicles							0
Admin vehicle - share - C-B	0	0	0	0	0	0	0
Computers	1,820	825	105	550	1,830	1,830	8,970
Contribution to Reserve Fund	32,000						32,000
Borrowed funds							
Upgrade and expansion (8,000)	0	0	3,210,000				3,210,000
Trunk sewer extensions							0
Stage I- Extension to North Nanoose					3,000,000		3,000,000
Stage II- Extension to Dumas Point							0
Stage III - Extension to Madrone							0
	0	0	3,210,000	0	3,000,000	0	6,210,000
FAIRWINDS(NANOOSE) WASTEWATER TREATMENT FUNDING SUMMARY							
CURRENT OPERATIONS							0
OPERATING LEASES							0
OPERATING CAPITAL	3,830	85,825	30,105	50,550	51,830	51,830	273,970
RESERVE FUND CONTRIBUTIONS	32,000	0	0	0	0	0	32,000
RESERVE FUNDS USE							0
BORROWED FUNDS	0	0	3,210,000	0	3,000,000	0	6,210,000
BYLAW FUNDS ON HAND							0
DEVELOPER FUNDED/OTHER							0
	35,830	85,825	3,240,105	50,550	3,051,830	51,830	5,518,970

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1311

**A BYLAW TO ESTABLISH A RESERVE FUND FOR
THE PURPOSE OF EXPANDING AND IMPROVING
THE FAIRWINDS SEWERAGE LOCAL SERVICE AREA
SEWER COLLECTOR SYSTEM AND FACILITIES**

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

1. There is hereby established a reserve fund, pursuant to Section 496(1)(a) of the *Local Government Act*, to be known as the "Fairwinds Sewerage (Collector System) Facilities Service Area Reserve Fund".
2. Money from the current revenue of the Fairwinds Sewerage Facilities Service Area function, to the extent to which it is available, or as otherwise provided in the *Local Government Act*, may from time to time be paid into the reserve fund.
3. The money set aside may be deposited in a separate bank account or invested in the manner provided by the *Local Government Act* until its use is required.
4. Money in the reserve fund shall be used for the expansion and improvement of the collection system and related infrastructure systems.
5. This bylaw may be cited as the "Fairwinds Sewerage (Collector System) Facilities Service Area Reserve Fund Bylaw No. 1311, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO
CAPITAL PLAN 2002 to 2007

Interest rate 0.04

		2002	2003	2004	2005	2006	2007	Total 2002-2007
SEWER UTILITIES								
FRENCH CREEK SEWER								
Other equipment Shared items		815	525	525	525	1,000	1,000	4,190
	96-09	815	525	525	525	1,000	1,000	4,190
Computers	98-13	750	180	575	290	170	170	2,095
Vehicles	98-11	2,240			2,880			4,930
Reserve fund contribution	98-54	20,000	10,000	20,000	30,000	40,000	40,000	180,000
Reserve fund use Sewer main replacement						100,000	100,000	200,000
	99-01	0	0	0	0	100,000	100,000	200,000
RESERVE FUND DETAILS								
Opening		293,500	325,240	348,250	382,160	325,240	348,250	283,500
Interest earned		11,740	13,010	13,930	15,287	13,010	13,930	80,907
Contribution to reserve fund		20,000	10,000	20,000	30,000	40,000	40,000	160,000
Sewer main replacement		0	0	0	0	(100,000)	(100,000)	(200,000)
Balance		325,240	348,250	382,180	427,467	278,250	302,180	334,407
FRENCH CREEK SEWER FUNDING SUMMARY								
CURRENT OPERATIONS								0
OPERATING LEASES								0
OPERATING CAPITAL		3,805	705	1,100	3,465	1,170	1,170	11,215
RESERVE FUND CONTRIBUTIONS		20,000	10,000	20,000	30,000	40,000	40,000	160,000
RESERVE FUND USE		0	0	0	0	(100,000)	(100,000)	(200,000)
		23,805	10,705	21,100	33,465	141,170	141,170	371,215
FAIRWINDS SEWER								
Other equipment Shared items		305	260	280	280	500	500	2,085
	98-09	305	260	260	260	500	500	2,085
Computers	98-13	225	90	290	125	85	85	900
Vehicles	98-11	1,120			1,345			2,465
Reserve Fund Contribution		10,000	15,000	20,000	20,000	20,000	20,000	105,000
FAIRWINDS SEWER FUNDING SUMMARY								
CURRENT OPERATIONS								0
OPERATING LEASES								0
OPERATING CAPITAL		1,850	350	550	1,730	585	585	5,480
RESERVE FUND CONTRIBUTIONS		10,000	15,000	20,000	20,000	20,000	20,000	105,000
		11,850	15,350	20,550	21,730	20,585	20,585	110,480



REGIONAL DISTRICT OF NANAIMO	
MAY 15 2002	
CHAIR	EMCrS
CAO	GMDS
GMCmS	SMES
<i>CDW</i>	

MEMORANDUM

TO: John Finnie, P.Eng.
General Manager of Environmental Services

DATE: May 14, 2002

FROM: Dennis Trudeau
Manager of Liquid Waste

FILE: 2260-20-DBPS

SUBJECT: Liquid Waste Management
Transfer of Land
Departure Bay Pump Station

PURPOSE

To transfer a fee simple interest on a portion of land from the Regional District of Nanaimo Departure Bay pump station to the City of Nanaimo in order that they can improve the roadway.

BACKGROUND

The Regional District of Nanaimo (RDN) operates a pump station at the corner of Hammond Bay and Departure Bay roads. The City of Nanaimo wants to improve the intersection at that corner and requires a small portion of RDN land as shown in Schedule "A" to complete the project.

City of Nanaimo staff have met with the RDN and have addressed concerns related to the proposed works. The City will improve fencing, screening and landscaping in the area to ensure adequate buffers remain for the pump station operations.

The small portion of land that the City needs will improve the safety of the roadway in this area. The land is not integral to Regional District operations and the City is requesting that the ownership of this property be transferred to them for road improvements.

FINANCIAL IMPLICATIONS

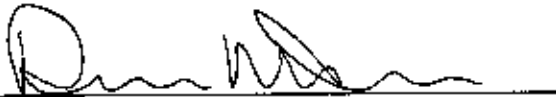
The transfer of this land has no effect on current or future operations of the Greater Nanaimo Pollution Control Center.

SUMMARY/CONCLUSIONS

The City of Nanaimo has requested that the RDN transfer a small portion of land from the Departure Bay pump station for road improvements. The transfer of land will have no detrimental effects to the RDN's operation of the pump station.

RECOMMENDATION

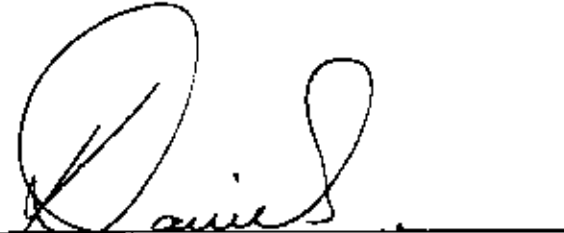
1. That the Board approve the transfer of a portion of "Lot 1, Section 2 Wellington District, Plan 14047" to the City of Nanaimo for highway improvements.



Report Writer

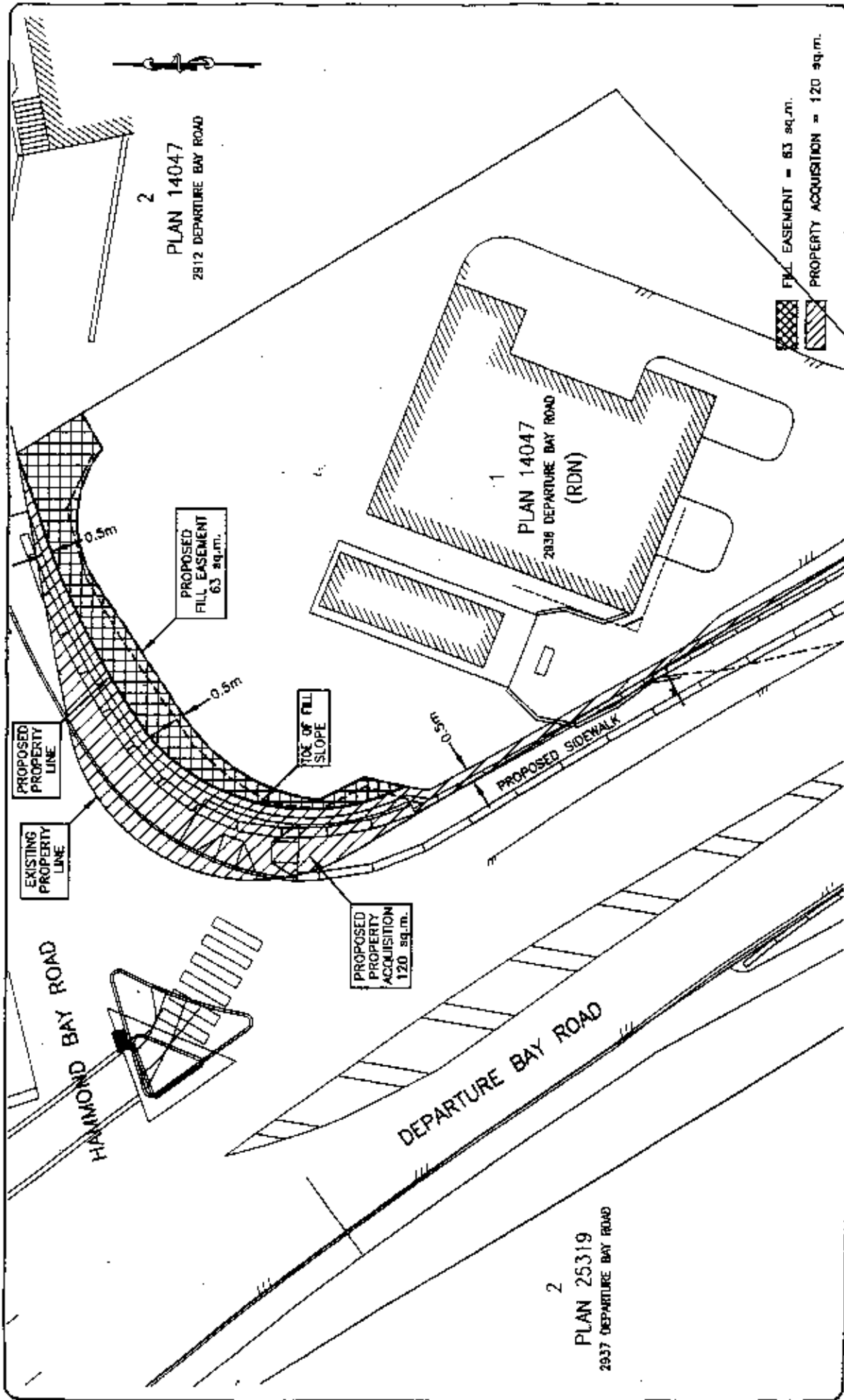


General Manager Concurrence



CAO Concurrence

COMMENTS:



Scale	1:200
Drawn	S.A.L.
Date	FEB. 23/02
Proj. No.	1125-28-1-1



Showing the
**PROPOSED FILL SLOPE EASEMENT
AND PROPERTY ACQUISITION FOR
LOT 1, PLAN 14047**

Client Name
CITY OF NANAIMO

Project Name
**HAMMOND BAY ROAD/DEPARTURE BAY ROAD
INTERSECTION IMPROVEMENTS**

City of Nanaimo

BAGE
119



CHAIR		GMCrS	
CAO		GMDS	
GMCmS		GMES	

TO: John Finnie, P. Eng.
General Manager of Environmental Services

DATE: May 15, 2002

FROM: Dennis Trudeau
Manager of Liquid Waste

FILE: 2240-20-ASSOC

SUBJECT: Liquid Waste Consulting Services

PURPOSE

To consider awarding the consulting project for the Greater Nanaimo Pollution Control Centre Sludge Heating and Boiler Building upgrade to Associated Engineering Ltd.

BACKGROUND

As a result of a Request for Proposals (RFP) process, the Regional District of Nanaimo entered into an agreement with Associated Engineering Ltd. to provide professional services for Liquid Waste for a period of three years. The agreement allowed for an extension of the contract for a further two years provided there was agreement between the RDN and the consultant. Late last year the contract was extended for two years due in part to the excellent service the RDN has received from Associated Engineering Ltd.

Associated Engineering Ltd. has successfully assisted the District in a number of difficult projects, which have included odour reduction at French Creek Pollution Control Centre, start-up of the Duke Point Pollution Control Centre, optimization of the Nanoose Bay Pollution Control Centre and upgrade and expansion planning for the Greater Nanaimo Pollution Control Centre (GNPCC). All projects have adhered to their budgets and have been completed in a timely manner. Staff has found the consultants to be competent, innovative and budget conscious.

The GNPCC Sludge Heating and Boiler Building needs to be upgraded. The upgrade will consist of new boilers, gas collection, and heat exchangers, piping and building. The upgrade will reduce our expenditures on external fuel sources that are currently needed to heat our buildings and sludge digesters and correct gas code non-compliance issues.

ALTERNATIVES

1. Issue a Purchase Order to Associated Engineering Ltd. for the GNPCC Sludge Heating and Boiler Building upgrade.
2. Put out a Request for Proposals to attract proposals from other Engineering Consultants firms.

PAGE
120

FINANCIAL IMPLICATIONS

The Sludge Heating and Boiler facilities are integral to the operation of the plant and the upgrade is expected to cost 2.7 million dollars. The consulting fees for preliminary design, equipment procurement contracts, and detailed design are expected to cost \$240,000. The project has been previously approved in the 2002 capital plan and will be funded out of reserves.

CONCLUSIONS

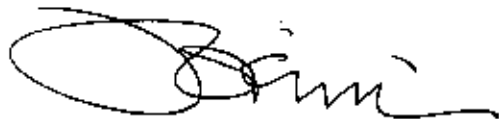
For contracts of the size of the Sludge Heating and Boiler Building upgrade, RDN policy would typically require that the consultant be chosen by a separate RFP process. Associated Engineering Ltd. was initially chosen to provide day-to-day consulting services via an RFP process. Their contract was extended due to the quality of their consulting work. Our assessment of the quality of their work has not changed. In addition, since their appointment, Associated Engineering Ltd. has developed a thorough knowledge of our facilities and this familiarity provides a practical and financial benefit to the RDN to retain their services for the biogas system upgrade project. Accordingly, staff recommends that Associated Engineering Ltd. be retained for the GNPCC Sludge Heating and Boiler Building upgrade.

RECOMMENDATION

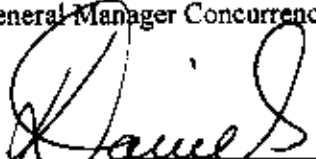
That the Board direct staff to award the consulting project for the GNPCC Sludge Heating and Boiler Building upgrade to Associated Engineering Ltd.



Report Writer



General Manager Concurrence



CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO		
MAY 21 2002		
CHAIR		GMCrs
CAO		GMDS
GMCms		GMES
		<i>Col D</i> ✓

MEMORANDUM

TO: John Finnie, P. Eng.
General Manager of Environmental Services

DATE: May 7, 2002

FROM: Carey McIver
Manager of Solid Waste

FILE: 5360-25

SUBJECT: Regional Landfill
Leachate Pre-Treatment System

PURPOSE

To obtain Board approval to install a leachate pre-treatment system at the Regional Landfill to reduce odours and corrosion at the Cedar Road pumping station.

BACKGROUND

The Cedar Road pumping station receives leachate collected from the Regional Landfill on Cedar Road as well as a small amount of domestic sewage from the Regional Landfill, the Mayco Mix site and approximately 22 residences on Cedar and Fielding Roads. This wastewater is then directed to the Chase River pumping station and then on to the Greater Nanaimo Pollution Control Center (GNPCC).

The RDN has prepared a leachate characterization report on an annual basis since 1993. This report, based on quarterly sampling, describes the quality and impact of leachate from the Regional Landfill on sewers, the GNPCC and the receiving environment. These reports indicate that leachate from the Regional Landfill is typical of weak, dilute leachates found on the west coast. In many respects it is similar to domestic sewage. Although there are no impacts to the GNPCC or the receiving environment, the formation of hydrogen sulphide gas (H_2S) in the leachate collection system can result in significant odours and corrosion at the Cedar Road pumping station.

The quantity of leachate discharged from the site is proportional to precipitation. Leachate flows vary from approximately $80 m^3$ per day during dry summer weather, to greater than $800 m^3$ per day during wet winter months.

The substantial increase in H_2S gas formation during the winter can result in gas levels that may pose an environmental public health and safety concern in the vicinity of the Cedar Road pumping station. This was the case last December when extremely heavy rains created odours that resulted in complaints from not only nearby residents but passing motorists as well.

Leachate pre-treatment with ferrous chloride will mitigate this concern and will also reduce corrosion in the sewer system. The RDN has been using ferrous chloride at wastewater pumping stations since 1993 to partially neutralize the effects of H₂S gas formed in the sewage collection system. Chemical treatment of leachate is also common practice at large landfills.

A leachate pre-treatment system at the Regional Landfill would consist of the installation of three small stations to automatically feed ferrous chloride into the leachate collection system as well as a small biofilter at the pumping station to treat exhaust air.

ALTERNATIVES

1. Approve the installation of a leachate pre-treatment system at the Regional Landfill to reduce odours and corrosion at the Cedar Road pumping station.
2. Do not approve the installation of a leachate pre-treatment system at the Regional Landfill.

FINANCIAL IMPLICATIONS

The estimated capital cost to install a leachate pre-treatment system to control odours at the Cedar Road pumping station is \$125,000 of which \$25,000 would be for engineering services. The supply of ferrous chloride is budgeted to cost \$10,000 annually. There are sufficient funds in the 2002 solid waste annual budget to complete this project.

INTERGOVERNMENTAL IMPLICATIONS

The Cedar Road pumping station is owned and operated by the City of Nanaimo. Due to the high concentration of H₂S in winter months, maintenance staff is often unable to service the site after periods of heavy rainfall. Installation of a leachate pre-treatment system will not only reduce odours but will also lessen the corrosive effects of hydrogen sulphide, thus protecting the sewer system and deferring costly repairs.

PUBLIC RELATIONS IMPLICATIONS

The installation of a landfill gas collection system in 1997 has had a significant impact on controlling odours from the Regional Landfill. However, in winter months, following periods of heavy rainfall, residents in the immediate vicinity of the Cedar Road pumping station are subjected to unacceptable odours due to high volumes of leachate entering the collection system. Even in the absence of heavy rainfall events, the odour level at the pumping station is often strong enough to be noticed by passing motorists. Installation of a leachate pre-treatment system should reduce or eliminate these odours to acceptable levels.

ENVIRONMENTAL IMPLICATIONS

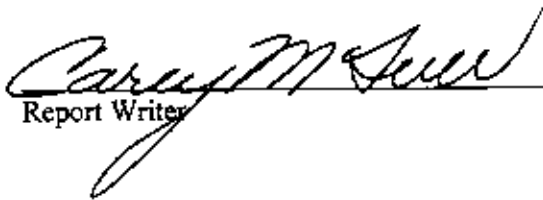
Hydrogen sulphide is a hazardous gas that is potentially toxic, combustible and explosive. Therefore to protect public health and the environment it is important to minimize the production and discharge of this gas through chemical pre-treatment.

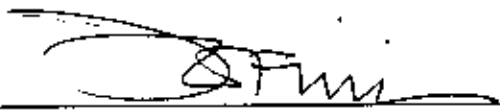
SUMMARY

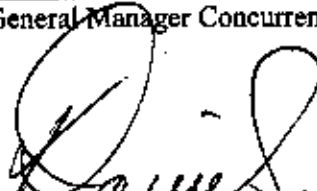
The installation of a landfill gas collection system in 1997 has had a significant impact on controlling odours from the Regional Landfill. However, in winter months, following periods of heavy rainfall, residents in the immediate vicinity of the Cedar Road pumping station are subjected to unacceptable odours due to the formation of hydrogen sulphide gas in the leachate collection system. Leachate pre-treatment with ferrous chloride will mitigate this concern and will also reduce corrosion in the sewer system. The RDN has been using ferrous chloride at wastewater pumping stations since 1993 to partially neutralize the effects of H₂S gas formed in the sewage collection system. Chemical treatment of leachate is also common practice at large landfills. A leachate pre-treatment system at the Regional Landfill would consist of the installation of three small stations to automatically feed ferrous chloride into the leachate collection system as well as a small biofilter at the pumping station to treat exhaust air. The estimated capital cost of these facilities is \$125,000 with annual operating costs for chemicals of about \$10,000.

RECOMMENDATION

1. That the Board approve the installation of a leachate pre-treatment system at the Regional Landfill to reduce odours and corrosion at the Cedar Road pumping station.


Report Writer


General Manager Concurrence


CAO Concurrence

COMMENTS:



REGIONAL
DISTRICT
OF NANAIMO

REGIONAL DISTRICT
OF NANAIMO

MAY 14 2002

CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
		<i>Bob</i>	<input checked="" type="checkbox"/>

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: May 7, 2002

FROM: Alan Stanley
Waste Reduction Coordinator

FILE: 5380-20-STEW

SUBJECT: Electronic Waste Industry Product Stewardship Resolution

PURPOSE

To acquire Board support for a resolution requesting the provincial government to enact electronics industry Product Stewardship (PS) legislation to manage waste electronics.

BACKGROUND

Rapid technological change is generating an increase of electronic waste, or E-Waste. Thirty seven thousand tonnes of outdated computers, monitors, peripherals household electronics, telecom devices, batteries, light bulbs and fluorescent tubes were discarded in Canada in 1999. E-Waste disposal is expected to double by 2005.

E-Waste is a problem within the waste stream because of hazardous materials embedded inside. There are 2 - 4 kilograms of lead in each monitor and TV - monitor glass is 20% lead by weight. Other hazardous materials include cadmium, mercury and fire-retardant PVC plastics.

Local governments bear the costs of disposing of new products that are introduced into the marketplace with no provision for their end-of-life management. Some electronic products cannot be safely disposed in landfills and are not designed for efficient recycling. Even when collected for recycling, most are shipped overseas where little attention is paid to worker safety and environmental impacts. The European Union is moving to implement Product Stewardship programs for these products. The Canadian federal government is leading discussions on solutions to the E-Waste problem. The BC provincial government has signaled that it considers computers a priority product for Product Stewardship.

Product Stewardship programs already exist in BC for a number of products including paint, household hazardous wastes and beverage containers. The performance of these stewardship programs has been outstanding in terms of removing the various products from the municipal waste stream. Also, the costs of the stewardship programs are shared by the producer and the consumer and do not have to be paid for by those residents that choose not to purchase such products. The Organization for Economic Cooperation and Development (OECD) has identified Product Stewardship as a key element to curb excessive production of waste and waste packaging and is fundamental to achieving a Zero Waste society. The inherent incentives in Product Stewardship in giving the producers the responsibility for the waste they produce is the best way to minimize that waste and remove the costs of handling it from local government and, in essence, privatizes the waste stream.

The Information Technology Association of Canada (ITAC) that represents the majority of electronics producers in Canada recently published a report that outlines a plan for a voluntary E-Waste Product Stewardship program in Canada.

Of significance to the RDN and other local governments is the assumption in the report that local government will be responsible for the collection of the Information Technology (IT) and telecom equipment as part of their waste management programs for residents, and will bring the collected IT and telecom wastes to consolidation centres. The report also assumes that local government will absorb the collection and transportation costs and would construct and staff the consolidation centres. There are no provisions within the ITAC report to provide any funding to local government for E-Waste activities.

A program that includes funding from a non-market player is not a true Product Stewardship program. Many RDN residents do not own computers and do not replace their electronic equipment frequently. These people should not be expected to help pay for a system that they need infrequently, if at all.

An example of a program that fits the Product Stewardship model is the recent E-Waste take back event put on by A&B Sound in Nanaimo. A&B Sound allowed residents to drop off E-Waste at their store and transported all collected material to certified recyclers. This model has no impact on RDN solid waste management budgets.

The attached Local Government Resolution on E-Waste urges the provincial government to enact a regulation that compels the electronics industry to implement a reasonable Product Stewardship program to manage their products at the end-of-life. Such a program would be an important element of the RDN Zero Waste program. While it is not stated in the resolution, the accompanying cover letter would recommend that this be a non-prescriptive, results based program and allow industry the freedom to design and operate the program in the most efficient and cost effective manner possible.

A number of other local governments are in the process of reviewing this resolution and indications are that it is garnering strong support.

ALTERNATIVES

1. That the RDN Board adopt the Local Government Resolution on E-Waste and forward it, with a covering letter to the Ministry of Water, Land and Air Protection requesting implementation of an industry operated E-Waste Product Stewardship program.
2. That the RDN Board not adopt the Local Government Resolution on E-Waste.

FINANCIAL IMPLICATIONS

There are no immediate financial implications to either of the alternatives.

ENVIRONMENTAL IMPLICATIONS

E-Waste contains many highly toxic materials. Removing these materials from the waste stream and recycling them back into new products would be environmentally beneficial.

PUBLIC RELATIONS IMPLICATIONS

There is a growing demand from the public for environmentally responsible handling of E-Waste. Many people have old computers and electronics in storage and have been reluctant to simply dispose of these items. Supporting this resolution would demonstrate that the RDN is proactive and willing to take a leadership role in influencing provincial policy. More Product Stewardship programs would greatly enhance the RDN Zero Waste program.

SUMMARY/CONCLUSIONS

Rapid technological change is generating an increase of electronic waste, or E-Waste. E-Waste is a problem within the waste stream because of hazardous materials embedded inside. There are 2 - 4 kilograms of lead in each monitor and TV - monitor glass is 20% lead by weight. Other hazardous materials include cadmium, mercury and fire-retardant PVC plastics. Local governments bear the cost of disposing of new products that are introduced into the marketplace with no provision for their end-of-life management. The BC provincial government has signaled that it considers computers a priority product for Product Stewardship.

Product Stewardship programs exist in BC for a number of products including paint, household hazardous wastes and beverage containers. The performance of these stewardship programs has been outstanding in terms of removing the waste from the various products from the municipal waste stream. Also, the costs of the stewardship programs are shared by the producer and the consumer and do not have to be paid for by those residents that choose not to purchase such products.

The Information Technology Association of Canada (ITAC) recently published a report that outlines a plan for a voluntary E-Waste Product Stewardship program in Canada that assumes cost sharing with local government. This approach is contrary to the Product Stewardship ideal and assumes cost sharing amongst residents regardless of their impact on the system.

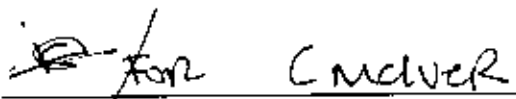
The attached Local Government Resolution on E-Waste urges the provincial government to enact a regulation that compels the electronics industry to implement a reasonable Product Stewardship program to manage their products at the end-of-life.

RECOMMENDATION

That the RDN Board adopt the Local Government Resolution on E-Waste and forward it, with a covering letter to the Minister of Water, Land and Air Protection requesting implementation of an industry operated E-Waste Product Stewardship program, and further, the correspondence be copied to UBCM and AVICC for information and support.



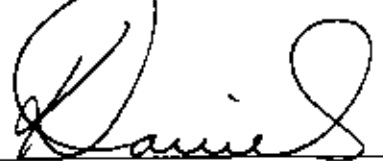
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:

Local Government Resolution on E-Waste

***calling for Industry Product Stewardship for
computers and electronic products***

WHEREAS electronic products are a growing waste management problem in British Columbia because of their rapid obsolescence, with the number of discards expected to double in Canada between 1999 and 2005; and

WHEREAS electronic products contain lead, cadmium, mercury, hexavalent chromium, polyvinyl chloride, brominated flame retardant and other materials that can pose hazards to human health and the environment when disposed of improperly; and

WHEREAS an Industry Product Stewardship program would foster the development of sustainable electronic product recycling infrastructure here in Canada while at the same time encouraging producers to design for recycling;

THEREFORE BE IT RESOLVED that the Board of the Regional District of Nanaimo urge the provincial government, by letter and receipt of this resolution, to enact a regulation under the Waste Management Act requiring electronic product brand-owners to implement INDUSTRY PRODUCT STEWARDSHIP programs which will ensure the socially and environmentally responsible handling of end-of-life electronic products.



REGIONAL DISTRICT OF NANAIMO	
MAY 15 2002	
CHAIR	GMCrS
CAO	GMDS
GMCmS	GMES
	<i>coll</i> ✓

MEMORANDUM

TO: Wayne Moorman
Manager of Engineering and Utilities

DATE:

May 10, 2002

FROM: Natalie Cielanga
Engineering Technologist

FILE:

5500-22-FC
5500-20-NC

SUBJECT: French Creek Bulk Water &
Northern Community Sewer
Boundary Amendment

PURPOSE

To amend the boundaries of the French Creek Bulk Water Local Service Area Bylaws 1050 and 1089 and the Northern Community Sewer Bylaw 934.

BACKGROUND

A couple of properties in the French Creek area have moved into the Town of Qualicum Beach and we need to amend the boundaries of Bylaws 1050, 1089 and 934 to reflect this change. (See attached map).

ALTERNATIVES

1. Do not remove the noted properties from the French Creek Bulk Water and Northern Community Sewer areas.
2. Remove the noted properties from the French Creek Bulk Water and Northern Community Sewer areas.

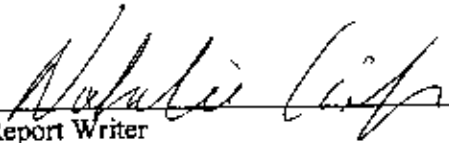
FINANCIAL IMPLICATIONS

The noted properties will pay taxes and DCC's to the Town of Qualicum Beach, including taxes towards the Regional Bulk Water system and the Northern Community Sewer. By amending the boundaries these properties will not be taxed twice.

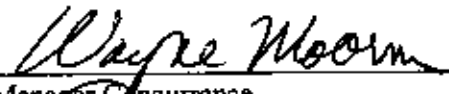
RECOMMENDATION

1. That the French Creek Bulk Water Local Service Area Bylaw No. 1050.02 be granted first three readings, and
2. That the French Creek Bulk Water Local Service Area Bylaw No. 1050.02 be forwarded to the Inspector of Municipalities.
3. That the French Creek Bulk Water Development Cost Charge Bylaw No. 1089.02 be granted first three readings, and

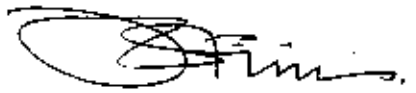
4. That the French Creek Bulk Water Development Cost Charge Bylaw No. 1089.02 be forwarded to the Inspector of Municipalities.
5. That the Northern Community Sewer Local Service Area Development Cost Charge Bylaw No. 934.02 be granted first three readings, and
6. That the Northern Community Sewer Local Service Area Development Cost Charge Bylaw No. 934.02 be forwarded to the Inspector of Municipalities.



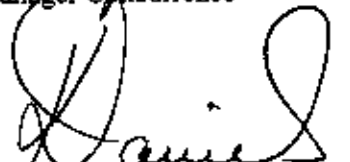
Report Writer



Manager Concurrence



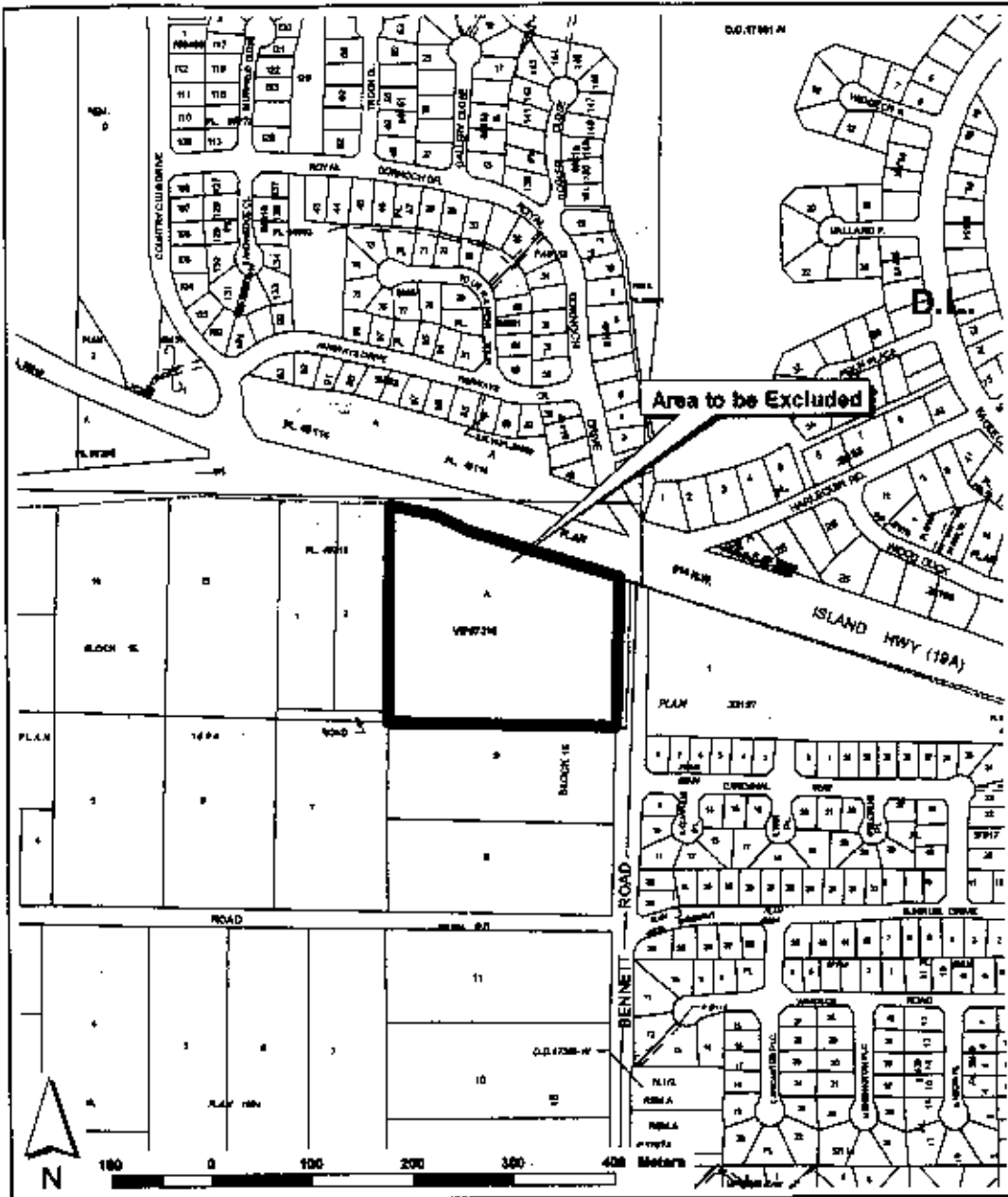
General Manager Concurrence



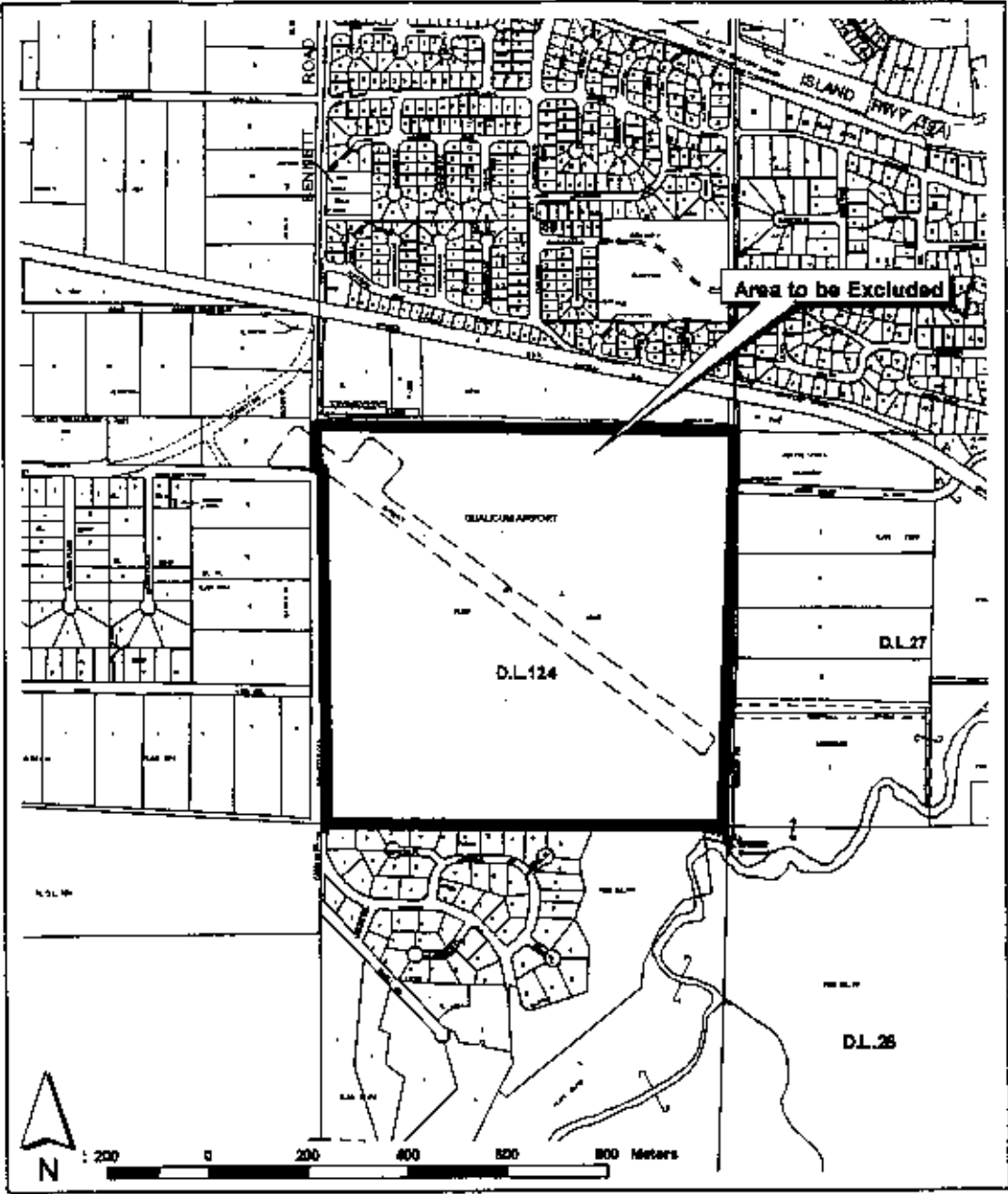
CAO Concurrence

COMMENTS:

Map A
property to be removed from
Bylaws 934, 1050 and 1089



Map B
Property to be removed from
Bylaws 1050 and 1089



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1050.02

**A BYLAW TO AMEND THE BOUNDARIES
OF THE FRENCH CREEK BULK WATER
SUPPLY LOCAL SERVICE AREA**

WHEREAS the Regional District of Nanaimo has established the French Creek Bulk Water Supply Local Service Area by Regional District of Nanaimo "French Creek Bulk water Supply Local Service Area Establishment Bylaw No. 1050, 1996";

AND WHEREAS the Board of the Regional District of Nanaimo has adopted the "Regional District of Nanaimo French Creek Official Community Plan Bylaw No. 1115, 1998" which establishes boundaries for the provision of community water;

AND WHEREAS it is intended that the boundaries for bulk water supply shall be coterminous with the boundaries and the policies described in the Official Community Plan as amended from time to time;

AND WHEREAS the Board has obtained the consent of at least two thirds of the participants;

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

1. This bylaw may be cited as "French Creek Bulk Water Supply Local Service Area Boundary Amendment Bylaw No. 1050.02, 2002".
2. The boundaries of the "French Creek Bulk Water Supply Local Service Area" are hereby amended to remove the properties shown outlined on Schedule 'B' attached to this bylaw.
3. The amended boundaries of the "French Creek Bulk Water Local Service Area" are shown as outlined on Schedule 'A' attached to this bylaw.
4. Schedule 'A' attached to "French Creek Bulk Water Supply Local Service Area Establishment Bylaw No. 1050.01, 1999" is hereby repealed and replaced with Schedule 'A' attached to this bylaw.

Introduced and read three times this 11th day of June, 2002.

Received the approval of the Inspector of Municipalities this _____ day of _____, 20__.

Adopted this _____ day of _____, 20__.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

PAGE
1/3

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1089.02

A BYLAW TO AMEND THE BOUNDARIES
OF THE FRENCH CREEK BULK WATER
LOCAL SERVICE AREA DEVELOPMENT
COST CHARGE AREA

WHEREAS the Regional District of Nanaimo has established the French Creek Bulk Water Supply Local Service Area by "Regional District of Nanaimo French Creek Bulk Water Local Service Area Development Cost Charge Bylaw No. 1089, 1997";

AND WHEREAS the Board of the Regional District of Nanaimo has adopted the "Regional District of Nanaimo French Creek Official Community Plan Bylaw No. 1115, 1998" which establishes the boundaries for the provision of community water;

AND WHEREAS it is intended that the boundaries for development cost charges for bulk water supply shall be coterminous with the boundaries and the policies described in the Official Community Plan as amended from time to time;

AND WHEREAS the Board has obtained the consent of at least two thirds of the participants;

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

1. This bylaw may be cited as "Regional District of Nanaimo French Creek Bulk Water Local Service Area Development Cost Charge Boungary Amendment Bylaw No. 1089.02, 2002".
2. The boundaries of the "French Creek Bulk Water Supply Local Service Area Development Cost Charge Area" are hereby amended to remove the properties shown outlined on Schedule 'B' attached to this bylaw.
3. The amended boundaries of the "French Creek Bulk Water Supply Local Service Area Development Cost Charge Area" are shown as outlined on Schedule 'A' attached to this bylaw.
4. Schedule 'A' attached to "Regional District of Nanaimo French Creek Bulk Water Local Service Area Development Cost Charge Bylaw No. 1089.01, 1999" is hereby repealed and replaced with Schedule 'A' attached to this bylaw.

Introduced and read three times this 11th day of June, 2002.

Received the approval of the Inspector of Municipalities this ____ day of _____, 20__.

Adopted this ____ day of _____, 20__.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

PAGE
134

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 934.02

A BYLAW TO AMEND THE BOUNDARIES
OF THE NORTHERN COMMUNITY SEWER
LOCAL SERVICE AREA DEVELOPMENT
COST CHARGE AREA

WHEREAS the Regional District of Nanaimo has established the Northern Community Sewer Local Service Area by "Regional District of Nanaimo Northern Community Sewer Local Service Area Development Cost Charge Bylaw No. 934, 1994";

AND WHEREAS the Board of the Regional District of Nanaimo has adopted the "Regional District of Nanaimo French Creek Official Community Plan Bylaw No. 1115, 1998" and the "Nanoose Bay Official Community Plan Bylaw No. 1118, 1998" which establish boundaries for the provision of community sewer;

AND WHEREAS it is intended that the boundaries for development cost charges for community sewer shall be coterminous with the boundaries and the policies described in the Official Community Plans as amended from time to time;

AND WHEREAS the Board has obtained the consent of at least two thirds of the participants;

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

1. This bylaw may be cited as "Regional District of Nanaimo Northern Community Sewer Local Service Area Development Cost Charge Boundary Amendment Bylaw No. 934.02, 2002".
2. The amended boundaries of the "Northern Community Sewer Local Service Area Development Cost Charge Area" are shown as outlined on Schedule 'A' attached to this bylaw.
3. Schedule 'A' attached to "Regional District of Nanaimo Northern Community Sewer Local Service Area Development Cost Charge Amendment Bylaw No. 934.01, 1999" is hereby repealed and replaced with Schedule 'A' attached to this bylaw.

Introduced and read three times this 11th day of June, 2002.

Received the approval of the Inspector of Municipalities this _____ day of _____, 20__.

Adopted this _____ day of _____, 20__.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

PAGE
135



REGIONAL DISTRICT OF NANAIMO		
MAY 21 2002		
CHAIR		GMCrs
CAO		GMDS
GMCms		GMES

MEMORANDUM

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

FROM: Natalie Cielanga, AscT
Engineering Technologist

SUBJECT: Utilities
Fairwinds Water Local Service Area
Regulations and Rates Bylaw

CoW ✓

DATE: May 9, 2002

FILE: 5500-22-FW-01

PURPOSE

To amend the Fairwinds Water Regulations and Rates Bylaw No. 764.

BACKGROUND

A new recreational complex has been constructed in Fairwinds and is connected to the water and sewer system. The Fairwinds Water Local Service Area Rates and Amendments Bylaw No. 764 does not address rates for recreational complexes. The recreational complex has a fire line that is unmetered, as well as the metered connection for regular use. The attached bylaw amendment adds commercial rates and a rate for unmetered fire lines in the Fairwinds Water Local Service Area.

Nanose Bay Elementary School is located in the Fairwinds Water Local Service Area. The school is not subject by law to parcel taxes and does not pay a grant in lieu of parcel taxes towards the water system. The philosophy behind the school not paying a parcel tax is that it benefits the community it is in and the community is expected to support it. However, this does not coincide with our user pay philosophy. In order to recover the costs that are not recovered through taxation we are proposing to amend the user rates for schools to recover the equivalent of the parcel tax. The school does pay user fees based on water usage; they currently average approximately \$750 per year.

ALTERNATIVES

1. Amend only the commercial and fire line rates of the Fairwinds Water Regulations and Rates Bylaw.
2. Amend only the school rate of the Fairwinds Water Regulations and Rates Bylaw.
3. Amend the commercial, fire line and school rates of the Fairwinds Water Regulations and Rates Bylaw.

FINANCIAL IMPLICATIONS

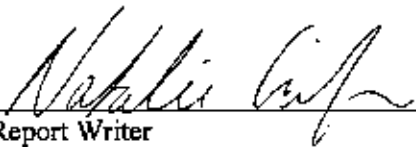
Amending the commercial and fire line rates in the bylaw will allow the RDN to charge the recreational complex for their water usage and fire line. Amending the rate for schools will increase the annual cost to Nanose Elementary School by \$250.50.

FINANCIAL IMPLICATIONS


Amending the commercial and fire line rates in the bylaw will allow the RDN to charge the recreational complex for their water usage and fire line. Amending the rate for schools will increase the annual cost to Nanoose Elementary School by \$250.50.

RECOMMENDATIONS

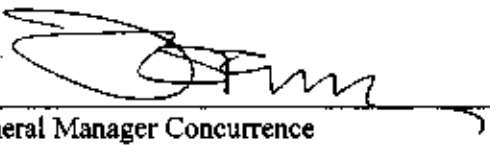
1. That Regional District of Nanaimo "Fairwinds Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 764.11, 2002" be introduced for three readings.
2. That Regional District of Nanaimo "Fairwinds Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 764.11, 2002" having received three readings be adopted.



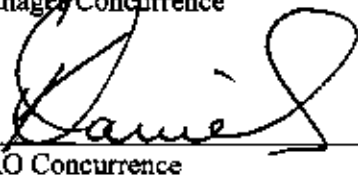
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 764.11

**A BYLAW TO AMEND REGIONAL DISTRICT OF
NANAIMO FAIRWINDS WATER SUPPLY
SPECIFIED AREA REGULATIONS AND RATES
BYLAW NO. 764, 1989**

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

1. Schedule 'B' of Bylaw No. 764 is hereby repealed and Schedule 'B' attached hereto and forming part of this bylaw, is substituted therefore.
2. This bylaw may be cited as "Regional District of Nanaimo Fairwinds Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 764.11, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

Chairperson

General Manager, Corporate Services

FAIRWINDS WATER USER RATES

- (a) Private connections where one connection serves one unit.
- For the first 0.90 cubic meters per day, \$0.51 per cubic meter or imperial gallon equivalent.
- For the next 1.32 cubic meters per day, \$1.02 per cubic meter or imperial gallon equivalent.
- Over 2.22 cubic meters per day, 1.53 per cubic meter or imperial gallon equivalent.
- (b) Apartments, Duplexes, Condominiums, Suites or Strata Title Units where one connection serves more than one unit.
- For the first 0.90 cubic meters per unit per day, \$0.51 per cubic meter or imperial gallon equivalent.
- For the next 1.32 cubic meters per unit per day, \$1.02 per cubic meter or imperial gallon equivalent.
- Over 2.22 cubic meters per unit per day, \$1.53 per cubic meter or imperial gallon equivalent.
- (c) \$189.40 per residential unit per billing period for units without a meter.
- (d) Minimum rate per billing period per unit is \$20.80.
- (e) Schools. As per (b) above plus \$62.62 per billing period.
- (f) Commercial and Recreational Units As per (b) above.
- (g) Unmetered fire lines, \$51.00 per billing period.

Residential units are billed 2 times per year and all other users are billed 4 times per year.



**REGIONAL
DISTRICT
OF NANAIMO**

REGIONAL DISTRICT OF NANAIMO	
MAY 15 2002	
CHAIR	GMCrS
CAO	GMDS
GMCmS	GMES
<i>Coll</i> DATE: _____ FILE: _____	

MEMORANDUM

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

FROM: Natalie Cielanga, AScT
Engineering Technologist

SUBJECT: Utilities
French Creek Sewer
Regulations and Rates Bylaw

May 9, 2002

5500-20-FC-01

PURPOSE

To amend the regulations and rates bylaw for French Creek Sewer.

BACKGROUND

Crown land and government facilities are not subject by law to parcel taxes. At times these facilities pay a grant in lieu of taxes to cover their share of the cost of the utility. The French Creek Middle School in the French creek Sewer Local Service Area does not pay taxes and does not contribute the equivalent through grants towards sewer. The philosophy behind these facilities not paying the parcel tax is that they benefit the community they are in and the community is expected to support them. However this does not coincide with our user pay philosophy. In order to recover the costs that are not recovered through taxation we are proposing to amend the user rates for schools to recover the equivalent of the parcel tax. The school currently does pay user fees based on "groups of plumbing fixtures" - their annual fee for 2002 is \$5,902.00.

ALTERNATIVES

1. Do not amend the French Creek Sewer Regulations and Rates Bylaws.
2. Amend the French Creek Sewer Regulations and Rates Bylaws.

FINANCIAL IMPLICATIONS

Amending the bylaw will increase the annual cost to French Creek Middle School by \$280.40.

RECOMMENDATION

1. That Regional District of Nanaimo "French Creek Sewer Local Service Area Regulations and Rates Amendment Bylaw No. 422.11, 2002" be introduced for three readings.
2. That Regional District of Nanaimo "French Creek Sewer Local Service Area Regulations and Rates Amendment Bylaw No. 422.11, 2002" having received three readings be adopted.

Natalie Cielanga

Report Writer

Wayne Moor

Manager Concurrence

[Signature]

General Manager Concurrence

[Signature]

CAO Concurrence

COMMENTS:

PAGE
140

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 422.11

**A BYLAW TO AMEND THE REGIONAL
DISTRICT OF NANAIMO FRENCH CREEK
SEWER SPECIFIED AREA BYLAW NO. 422, 1979**

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

1. Schedule 'A' of Bylaw No. 422 is hereby repealed and Schedule 'A' attached hereto and forming part of this bylaw is substituted therefore.
2. This bylaw may be cited for all purposes as "Regional District of Nanaimo French Creek Sewer Specified Area Regulation and Rates Amendment Bylaw No. 422.11, 2002".

Introduced and read three times this 11th day of June, 2002.

Adopted this 11th day of June, 2002.

CHAIRPERSON

GENERAL MANAGER, CORPORATE SERVICES

Chairperson

General Manager, Corporate Services

FRENCH CREEK SEWER USER RATES

Classification	Annual Rate
Single Family Residence	\$ 145.65
Apartments, Suites or Duplex – Each Unit	\$ 145.65
Cafes and Restaurants – for each group of plumbing fixtures	\$ 145.65
Garage or Service Station	\$ 145.65
Store or Business Premises – for each group of plumbing fixtures	\$ 145.65
Mobile Homes (whether situated in a mobile Home park or not) – per unit	\$ 145.65
Office Buildings – for each group of plumbing fixtures	\$ 145.65
Churches and Halls – for each group of plumbing fixtures	\$ 145.65
Licenses Premises – for each group of plumbing fixtures	\$ 145.65
Motels – per unit – including residential managers or owner's unit	\$ 145.65
Hotels – per room	\$ 145.65
Camping – for each group of plumbing fixtures	\$ 145.65
- for each space with a sewer connection	\$ 37.50
Marinas – for each group of plumbing fixtures	\$ 145.65
Laundry, Laundromat or Dry Cleaners – per washer	\$ 76.30
Schools – per connection	\$ 280.40
- plus for each group of plumbing fixtures	\$ 145.65

Minutes

Area A Parks, Recreation and Greenspaces Advisory Committee Thursday, March 21, 2002 Cedar United Church

Attendance: Frank Garnish (Chair), Dave Williamson, Judy Burgess, Laurence Elliott (Area A Director), Gay Cunningham (Secretary), Margaret Johnson, Kerri-Lynne Wilson, Lynnette Aldcroft

Staff: Jonathan Lobb (Parks Technician)

Meeting convened at 7:40 pm.

Agenda:

MOVED D. Williamson, **SECONDED** K.L. Wilson that the Agenda be accepted as read. CARRIED

Adoption of Minutes – January 17, 2002 Meeting:

MOVED L. Elliott, **SECONDED** D. Williamson; to adopt the minutes of the January 17, 2002 meeting. CARRIED

Business Arising from Minutes:

- I. Correspondence – letter from Cedar Secondary P.A.C. supporting the skateboard park was distributed.
- II. Recreation and Parks “Year in Review” distributed.

MOVED M. Johnson, **SECONDED** D. Williamson; that the correspondence be received and filed. CARRIED

Reports:

• **Staff Report – J. Lobb:**

- I. Recreation and Parks “Year in Review” distributed.
- II. Jonathon received a call about improving the Cedar Boat Ramp. We all agreed that RDN shouldn't get involved other than looking after the Porta-potty.

• **Cedar School & Community Enhancement Society – Lynette Aldcroft and Frank Garnish:**

- I. Some money has been donated for the playground.
- II. Presentation report ready.
- III. Building occupancy permit is in place, as are Staff and programs. The building is ready to be used and the grand opening will be in May.
- IV. Laurence says the RDN may not have money for the building but may have money for loan. (Where does the money come from to pay off the Heritage Center?) Some of the other area directors are concerned about trying to get money for the

playground before the building and handicapped ramp is paid off. (\$23,000 owed on ramp).

MOVED L. Aldcroft, SECONDED D. Williamson to request the RDN provide \$15,000 for the playground at the Cedar Heritage Center. **CARRIED**

• **Morden Colliery Trail Committee – Judy Burgess:**

I. A work party is scheduled for March 24th. Joe Materi and the Nanaimo Field Naturalists are working on the interpretive sign.

• **Morden Colliery Trail Signage – Frank Garnish:**

I. Signs prohibiting motorized traffic not in yet, need to get on it. Jonathan advises the RDN sign standardization manual is ready so signs can go ahead. Bylaws hopefully will be in place this summer concerning motorized vehicles.

MOVED D. Williamson, SECONDED J. Burgess; that we would like RDN signage regarding:

a) no motorized vehicles; and b) private property be brought to staff for consideration.

CARRIED

II. Kerri-Lynne brought up the issue of placing boulders or lockblocks to deter quads, 4X4's and dirtbikes on the MCT trail. We should consult Joe Manzini at Pope and Talbot regarding placement near pipeline.

ACTION: J Lobb will pursue getting the barriers. K.L. Wilson will move to get lockblocks for the trail.

• **Tree Management in RDN Parks Policy – L. Elliott and J. Lobb:**

I. Area Directors were unanimous that RDN policy (no tree topping for views) stands as is. Hopefully there will be a bylaw within the year.

• **Director's Report:**

I. Laurence Elliott commented on the skateboard park. – trying to have talks with District 68 School District but that is not progressing.

II. Taxes are up this year to reflect the cost of usage of facilities in Nanaimo area. Recreation and Parks budget is \$75,000 / year but Laurence is going to reduce it to \$50,000 and use the other \$25,000 to go towards the Nanaimo facilities tax to mitigate the tax increase. He warns of cutbacks in the coming year to Recreation and Parks.

Laurence clarified that our parks reserve money (\$153,000) will remain untouched.

Discussion:

- Laurence wanted feedback from committee on proposed Hydro plant. The committee was generally opposed.
- Services reduced at 8 Provincial Parks on the Island.

Announcements:

J. Lobb announced that the Land Conservancy will be pulling broom at Nanaimo River Regional Park in April.

Date of Next Meeting:

May 16, 2002 at 7:30 pm. at the United Church.

Adjournment:

MOVED D. Williamson, **SECONDED** G. Cunningham; that the meeting be adjourned.

CARRIED

**MINUTES OF THE LANTZVILLE PARKS &
OPEN SPACE ADVISORY COMMITTEE MEETING
APRIL 1, 2002**

1. CALL TO ORDER

Brenda McConachie called the meeting to order at 7:00 p.m.

Committee Present: Peter Law, Brenda McConachie, Anne Thomas, Susan Crayston, Barb Samarin and Dean Harvey

Staff Present: Jane Ayers, LID Administrator

2. INTRODUCTIONS

3. AGENDA

Motion 02:07
THAT the Parks and Open Space Committee approve the agenda as circulated.
CARRIED

4. MINUTES

Motion 02:08
THAT the Parks and Open Space Advisory Committee approve the minutes for the March 4, 2002 regular meeting.
CARRIED

5. CURRENT BUSINESS

(a) Follow-up of Brainstorming Session

Specific projects discussed are outlined below.

(b) Copley Park Play Structure.

The Committee directed staff to contact Denise Haime to determine what an appropriate amount might be for donation to the Seaview PAC for the school's old play structure. The Committee also wanted Scott Churko, Maintenance Technician, to inspect the old structure to assess its safety and suitability. The Committee directed staff to contact the school to see if there was any information on the play structure assembly. The Committee proposed a work party to install the structure and its foundations. Also, the Committee noted that pea gravel would be needed under the structure.

(c) Elm Park:

The issue of whether to develop this park, or leave it natural, was tabled until the next meeting.

(d) **Huddleston Park:**

The Committee directed staff to inspect the kiosk at Huddleston Park to assess the need for any immediate repairs. The Committee discussed the possibility of fixing up the bathroom/portable toilet area in 2003. The Committee decided to table further discussions about 2003 projects until the next meeting.

Motion 02:09

THAT the Parks and Open Space Advisory Committee recommend to the Trustees of the Lantzville Improvement District that a user fee of \$25.00 be instituted for bookings at Huddleston Park in order to recover some of the costs of portable toilet rentals and other amenities.

CARRIED

(e) **Concerns About Dumping:**

The Committee would like the Trustees of the Lantzville Improvement District to write a letter expressing their concern about the dumping of construction waste at Lynn and Peterson and also behind the church on Lantzville Road. The Committee thought the Waste Management Act would have some regulations about the disposal of business waste.

(f) **Donation Strategy**

The Committee discussed the possibility of donated park benches for Huddleston, Copley and Rotary Parks. The Committee suggested that staff write an article describing the trees and benches donation program, which would be published in the May edition of the Lantzville Log.

(g) **Oar Road Beach Access**

The Committee noted that the Oar Road Beach access is heavily used and needs a garbage receptacle.

(h) **Tweedhope Road Sign**

There is a problem with vehicles coming down Tweedhope Road and experiencing difficulties in turning around. The Committee would like Highways to install a sign that indicates "No turnaround for large vehicles".

(i) **Winds Park**

Motion 02:10

THAT the Parks and Open Space Advisory Committee directs staff to write a letter to the Regional District of Nanaimo indicating their readiness to purchase property for a park in the Winds area.

CARRIED

6. **ROUND TABLE**

The Committee expressed their appreciation for Peter's work on the Brochure Committee.

7. **ADJOURNMENT**

Motion 02:11
THAT the meeting be adjourned at 8:40 p.m.
CARRIED

APPROVED 05/06/02

Chairperson

Secretary

Minutes

Nanoose Bay Parks and Open Space Advisory Committee Monday, April 22, 2002 Nanoose Library Hall, Nanoose Rd.

Attendance: Arthur Lightburn
Carole Barker
David Helem
Paula Young
Frank Van Eynde
George Holme
Debbie Kuhn

Staff: Jeff Ainge (Parks Coordinator)
Susan Cormie (Senior Planner)

Meeting was called to order at 7:02 pm with Frank Van Eynde in the chair.

LATE DELEGATIONS:

MOVED G. Holme, SECONDED C. Barker that Mrs Gay Carlidge be permitted to address the Committee. CARRIED

Mrs Carlidge asked the Committee to consider making a formal statement regarding the implications to parks and open space in response to the recently publicized Fairwinds expansion proposal. She reminded the Committee that feedback from the April 15th open house was due in by April 25th. The Chair thanked Mrs Carlidge for her presentation and deferred the discussion to a later agenda item.

MINUTES:

MOVED G. Holme, SECONDED C. Barker that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee held February 11, 2002 be approved. CARRIED

Susan Cormie requested that the Rowland Road subdivision & park dedication proposal be moved up the agenda. The Chair agreed.

REPORTS:

Rowland Road Subdivision Application.

Susan Cormie (Senior Planner) referred to the staff report included in the Committee's agenda package and elaborated on the process for considering parkland dedication proposals. Mrs Cormie provided information on the parcel's zoning, and advised the Committee of a previous development application accepted by the Board for this parcel.

MOVED D. Helem, SECONDED C Barker that the Committee advise the Senior Planner they support the acceptance of the 2.5 acres for Community Park as part of the subdivision application. CARRIED

Discussion continued on this topic following the vote, with concern expressed that not all Committee members had been given the opportunity to visit the site.

MOVED D. Helem, SECONDED C Barker that the previous motion and vote be rescinded. CARRIED

MOVED G. HOLME, SECONDED C. Barker that this item be deferred until the Committee has visited the site. CARRIED

It was agreed that a site visit was possible at that time, however in deference to Mrs Cartlidge's previous request for the Committee to consider the Fairwinds expansion proposal, the Committee first addressed this agenda item.

Fairwinds Crown Land Development Proposal.

G. Holme removed himself from the meeting at 7:32 pm.

MOVED A. Lightburn, SECONDED C. Barker that the Fairwinds proposal adversely impacts upon the parks and open spaces of Nanoose Bay and will result in the expansion of the Urban Containment Boundary and therefore the Committee is not in favour of it. CARRIED

G. Holme rejoined the meeting at 7:35 pm.

Rowland Road Subdivision Application (continued).

The Committee recessed at 7:36 pm to visit the Rowland Road property.

The Committee reconvened at 8:03 pm.

The Committee continued discussion on the parkland dedication proposal. It was felt by some members that the value of the land on offer exceeded the amount of money likely to be provided if cash-in-lieu of land was accepted. Alternative beach access opportunities or trails were discussed. The original motion was reintroduced.

MOVED D. Helem, SECONDED C. Barker that the Committee advise the Senior Planner they support the acceptance of the 2.5 acres for Community Park as part of the subdivision application. CARRIED

BUSINESS ARISING FROM THE MINUTES:

MOVED G. Holme, SECONDED A. Lightburn that the Committee receive the two items on the agenda; a) letter sent to Mr Smith of NPORA, and b) the excerpt from the Regional Board meeting. CARRIED

COMMUNICATIONS & CORRESPONDENCE:

MOVED G. Holme, SECONDED C. Barker that the Committee receive the three items of correspondence; a) letter sent to Crows Nest Lane Community Park neighbours, b) letter received from Mrs Wilkie, and c) letter received from Mr & Mrs Meers.

The Committee discussed the issues raised by Mr & Mrs Meers regarding pressing charges of wilful destruction against those who have cut trees within the park, and initiating civil action for the costs of survey and parcel restoration. It was felt the costs of legal action would exceed any financial gain to the RDN. Staff presented an indication of costs for reinstating the boundary pins on the Park's boundary.

G. Holme removed himself from the meeting at 8:25 pm.

MOVED D. Helem, SECONDED D. Kuhn that staff be requested to retain a surveyor to survey the property pins for each of the adjoining lots on the Park's boundary, and for the property pins or their markers be made secure and visible. CARRIED

G. Holme rejoined the meeting at 8:26 pm.

The original motion regarding receiving the correspondence was called.

CARRIED

REPORTS:

Claudet Road Community Park-Staff report.

The staff report responding to several items raised at previous Committee meetings was read. The Committee was disappointed that the Lions Club had not been able to meet with them.

Claudet Road Community Park-Consultant's information package.

The proposal received from Rainforest Consultants was discussed. Concern was raised at the urban focus presented in much of the package, and how to keep any development within a small budget. The ability to phase in developments in small steps was viewed as important. Trails, vegetation management (e.g., broom removal), and parking were seen as important first steps, along with involving the community in planning and fundraising.

Interest was expressed in trails in general, and the need to know where they are so they get promoted and used.

MOVED G. Holme, SECONDED A. Lightburn that a trails sub-Committee be set up with Carole Barker leading it. Paula Young, George Holme and David Helem expressed interest in being involved.

CARRIED

MOVED D. Kuhn, SECONDED P. Young that a design be drawn up for a basic park with phased in improvements of \$100,000 to include a parking area and trails, and that community partners be invited to participate in the planning, fundraising and development.

CARRIED

Crows Nest Lane Community Park-Staff report.

The report was received as information.

Staff update report (verbal).

Staff advised the Committee of a number of parks and trails projects on the go, including drafting park bylaws; Home Lake Regional Park management plan and upcoming camping season; Gabriola Island Regional Park camping opportunities; the Park Inspection Policy approved by the Regional Board; Summer Parks Worker student employment posting; and beach access concerns from a Bonito Crescent resident.

Access to Water Site Inventory sub-Committee-verbal report.

The inventory has gotten underway with A. Lightburn and F. Van Eynde visiting eight access sites, including the Bonito Crescent sites. They reported that one access there was accessible, although it appeared to be shared with a private driveway, and one was fenced off, overgrown with briars and difficult to access. They will continue with the inventory and prepare a formal report to the Committee once completed.

COMMITTEE ROUND TABLE:

D. Helem expressed his concern with the Fairwinds Crown Land expansion proposal and the impacts it would have on Garry Oak ecosystems if it were successful. He also raised the issue of greenways, and how best to implement the vision of the Parks and Open Space Plan. G. Holme advised that there were protection mechanisms in place for Garry Oak ecosystems. He added that the Parks and Open Space Plan was a useful "wish list" but that it may take development applications to generate opportunities to secure parkland or trails.

D. Helem advised that the best time to remove broom was approaching – when the plants are in flower and before seeds pods dry. The Committee asked him to work with staff to set up a volunteer “broom bash day” for one or more Nanose parks. An information item could be placed in the Link. P. Young offered a contact for additional botanic information.

NEXT MEETING DATE:

The next meeting of the Committee was set for Monday June 10, 2002 to take place at 7:00 pm at the Nanose Library Hall, Nanose Road.

ADJOURNMENT:

MOVED G. Holme that the meeting be adjourned at 9:23 pm.

Chair

Minutes of the District 69 Recreation Commission Regular Meeting
Held on Tuesday, May 7, 2002, at 8:30 a.m.
District 69 Arena, Parksville, BC

Attendance:

Frank Van Eynde - Chair
Richard Quittenton
Fred Demmon

Barbara Terry
Reg Nosworthy
Craig Young

Scott Tanner
Jack Pipes

Staff: Tom Osborne
Dan Porteous

Chair Van Eynde called the meeting to order at 8:35 a.m.

Delegations

No delegations were received.

Minutes

MOVED Commissioner Terry, SECONDED Commissioner Young, that the minutes of the District 69 Recreation Commission Regular Meeting held on March 14, 2002 be approved.

CARRIED

MOVED Commissioner Tanner, SECONDED Commissioner Pipes, that the minutes of the District 69 Recreation Commission Grant-In-Aid Committee Meeting held on May 1, 2002 be approved as amended.

CARRIED

Communications / Correspondence

MOVED Commissioner Terry, SECONDED Commissioner Nosworthy, that the correspondence from the Breakers Ravensong Aquatic Club be received.

CARRIED

Reports

a) Grant-In-Aid Committee Recommendations

The Commission discussed the Grant recommendations from the Committee. There was a significant amount of funding applied for this term and the Committee was challenged with the task of recommending the disbursements. Of the thirteen applications for Community Grants, ten were recommended for approval, and of the ten applications for Youth Grants, eight were recommended for approval. An amendment to the minutes was clarified as follows: that the Ballenas Dry Grad recommended funding of \$500 recorded in the minutes is incorrect and that the correct amount should read \$1250. The balances remaining in 2002 for Community Grants is \$16,593 and in Youth Grants is \$21,140.

MOVED Commissioner Nosworthy, SECONDED Commissioner Demmon, that the following Grants be approved:

1. Community Grants:

Errington War Memorial Hall Association- washroom addition	\$4,100
Lighthouse Recreation Commission- program expenses	\$1,250
Arrowview Elementary PAC- playground	\$2,000
Participaddle Society- paddles	\$1,710
Mid-Island Wheelchair Sports Club- backboard extensions	\$ 682
Mid-Island Wheelchair Sports Club- wheelchairs	\$3,715
Parksville Seniors Slo-Pitch- dugouts	\$3,700
Arrowsmith Cricket & Sports Association- tournament equipment	\$ 690
Arrowsmith Mountain Bike Society- timing equipment	\$3,310
Nanoose Bay Recreation and Activities Society- stage	\$3,000

2. Youth Grants:

Nanoose Bay Recreation and Activities Society- youth dance	\$ 600
Parksville Royals Baseball Club- pitching bullpen	\$1,000
Parksville Royals Baseball Club- infield screen	\$1,200
Parksville Royals Baseball Club- 2ball program	\$ 350
Qualicum Beach Skateboard Park Committee- expansion	\$5,400
Vancouver Island Adrenalin Games- event costs	\$1,500
Ballenas Dry Grad- entertainment costs (Velcro Wall/ Improv)	\$1,250
Ballenas Tennis Club- court improvements	\$2,000

b) Staff Reports

Mr. Osborne presented information from the four Department functions. Commissioner Nosworthy requested a further format change to the Ravensong Aquatic Center Staff Report.

ACTION: Staff will follow-up on making the revisions prior to the following months report.

MOVED Commissioner Quittenton, SECONDED Commissioner Young, that that staff reports on the Ravensong Aquatic Centre, District 69 Arena Recreation Coordinating and Parks be received.

CARRIED

New Business

a) District 69 Arena Project – T. Osborne

Mr. Osborne provided an update to the Commission on the project. A special meeting of the Board will be held on Tuesday, May 7 to consider three options for the building of an arena. The options include Cape Developments (5.9 million), RG Properties (8.1 million) and the original twinning proposal by the RDN (6.26 million). A Memorandum of Understanding with each of the two proponents will be presented to the Board at the meeting for consideration. A variety of concerns with each of the two proponents are reflected in the report, which recommends staying with the original plan for the RDN to twin the facility.

b) Coastal Community Credit Union Funding – T. Osborne

A three-year agreement with the Credit Union provides for \$5,000 annually to be disbursed to the RDN for different projects. Last year heaters were installed in the arena. This year the Credit Union has chosen to provide the funds to a Parks project, the building of a bridge over McBey Creek on the Arrowsmith Trail.

c) Quality Foods Rewards Program

The Recreation and Parks Department is involved in a partnership agreement with Quality Foods that allows Quality Foods customers to redeem their Q-points for recreation products and services, like program registrations and facility rentals. Customers may redeem 200,000 points and receive a \$20 "Rec-Bucks" voucher that can then be used as cash value at the Recreation and Parks Department. Quality Foods has also involved other communities in this program, including the cities of Nanaimo, Port Alberni, and Courtenay; the Town of Comox, and the Regional District of Comox. The program began May 1, 2002.

d) Parksville Generals

Commissioner Pipes presented information regarding the current status of the Parksville Generals Hockey Club. Commissioner Pipes is involved with the Society that has been operating the organization for the past three years. Due to concerns with respect to the allotment of ice time available to the Generals the Society has been considering folding the Club or possibly selling the Club. The Society is currently involved in negotiations with two organizations interested in purchasing the Club.

The Society has approached the Recreation and Parks Department with a request for more ice time for the club; otherwise, the club will fold or be sold and relocate. Staff have been able to meet with other ice users impacted by the request for ice time and all parties involved have agreed to the changes for one year. The parties include the Figure Skating Club, Minor Hockey and the Oldtimers Hockey Club. The plan will allow for the Generals to practice on Tuesday nights and maintain their Thursday night slot as well.

The Society is meeting Tuesday, May 7 to make a decision with regard to selling the Club. If the ice time is endorsed then a Nanaimo based organization will be keen on purchasing the Club and maintaining it here in Parksville; if the ice time is not endorsed, then the Club will either fold or be sold to an organization either in Lake Cowichan or Fuller Lake and the Club relocate. As long as the Club does not fold the Society will be maintained and provide funding in the way of bursaries to young players.

MOVED Commissioner Nosworthy, SECONDED Commissioner Demmon, that staff secure the one hour of ice time on Tuesday nights between the hours of 9-10 pm. for the Parksville Generals to be used as practice times.

CARRIED

Commissioner Pipes declared a conflict of interest and abstained from the vote.

Commissioner Roundtable

Commissioner Young inquired about the process involved in identifying public beach accesses due to concerns and questions raised by some residents in Electoral Area 'G'. Commissioner Quittenton explained the process he went through with RDN staff and volunteers to plan and implement a beach

access initiative in Electoral Area 'H'. Commissioner Van Eynde also provided feedback with respect to his involvement in beach accesses in Electoral Area 'E'.

Commissioner Nosworthy presented information on this year's annual Hammerfest Mountain Bike competition. Once again a very successful event was planned and implemented this year with an estimated 2500-3500 people involved throughout the weekend. The popular downhill and cross-country races were held, as well as a new event; an evening dual slalom downhill at Top Bridge. This was a major BC Championship event drawing 500-600 spectators. The Hammerfest event has been ongoing for the past nine years and is now completely operated by volunteers. Commissioner Nosworthy expressed that the Commission continue to support this event through the Grants program. There is also another cross-country adventure style race being planned for the area and could turn out to be as popular as Hammerfest.

Adjournment

MOVED Commissioner Quittenton that the meeting be adjourned at 10:10 a.m.

Next Meeting

The next meeting will be held at 8:30 a.m., Thursday, June 13, 2002 at the District 69 Arena.

Chairperson

REGIONAL DISTRICT OF NANAIMO

DISTRICT 69 RECREATION COMMISSION GRANTS COMMITTEE MEETING MINUTES

HELD AT 11:00 A.M. ON WEDNESDAY, MAY 1, 2002
QUALICUM BEACH CIVIC CENTRE, QUALICUM BEACH

In attendance: Frank van Eynde, Reg Nosworthy, Scott Tanner
Staff: Cathy MacKenzie

REVIEW OF GRANTS PROGRAM

PROGRAM OBJECTIVE

To provide funds on a District-wide basis to organizations requesting financial assistance to offer recreation programs, special events or projects which would benefit specific communities or the District as a whole either youth specific (11-18 years) or other populations.

BUDGET

Allocation of funding is reviewed each year by the staff and the District 69 Recreation Commission, and approved by the Board of the Regional District of Nanaimo. Funding available is equally shared between two categories of grants, the Community Grants and the Youth Grants. Funding is disbursed at the Commission's discretion upon receipt of a completed Grants Program application to a maximum of \$10,000 per application and only after Regional Board approval.

ADMINISTRATION OF PROGRAM

1. A sub-committee of the District 69 Recreation Commission and Recreation and Parks staff will review and evaluate grant applications. Recommendations regarding successful grant recipients will be forwarded to the District 69 Recreation Commission and to the Regional Board for approval.
2. The sub-committee may disburse, each term, approximately 1/3 of the grant funding available; although, if deemed appropriate by the sub-committee, based on the nature of the proposal, larger expenditures, per term, may be recommended, as funds are available.
3. All applicants will be notified regarding approval status, and once approved, successful applicants will receive funding within 3 weeks of approval date.
4. Successful grant recipients over \$5,000 may have funding disbursed incrementally throughout the project depending on the nature of the proposal and if the Commission deems necessary.
5. The District 69 Recreation Commission will ensure that each community is generally, equitably represented throughout the year and that a wide range of

grant recipients including recreation/parks, sports, arts and culture are represented in the selection process.

6. A follow-up process and evaluation procedure may be implemented depending on the nature of the project and as the Commission deems necessary. This process may require a report regarding the success of the project along with funding revenues and expenditures to be submitted within 60 days of project completion. Formal agreements may also be necessary depending on the nature of the application and if the Commission deems necessary.
7. Late submissions may or may not be considered at the discretion of the sub-committee depending on timing, priorities and available funding.

FUNDING CRITERIA

1. Funding will be considered for groups providing recreation services in any of the following:
 - new programs
 - expansion of current programs
 - leadership development
 - new or expanded special events
 - special projects
2. When selecting grants priority will be given to the following applications:
 - representative of District wide opportunities
 - representative of Electoral Area communities
 - offering services to a wide range and number of participants
 - gender equitable – accessible to both females and males
3. Only non-profit groups within District 69 qualify for funding.
4. Must be unique in nature – not duplicating services already provided in the community unless a demand can be demonstrated.
5. It is recommended that groups identify a minimum of one other revenue source within their funding proposal other than the Regional District of Nanaimo.
6. Groups applying for more than one project or program may be considered depending on the availability of funding; however, groups may not apply for funding from both Community Grants and Youth Grants for the same proposal.
7. Projects receiving funding from the Regional District of Nanaimo Grants-In-Aid Program will not be eligible for additional funding from the Recreation and Parks Grants Program.
8. Groups may apply for funding each term and each year; however, funds are not guaranteed on a regular, on-going basis.

REVIEW OF SPRING 2002 APPLICATIONS

The Grants Committee reviewed applications for Community and Youth Grants.

Thirteen applications were received for Community Grants. Three applications were not recommended for funding from the following groups:

- Nanoose Bay Elementary School PAC- Tribune Bay Trip
- Errington Therapeutic Riding Association
- Parksville Royals Baseball Club- change room/ bleacher concrete project

The remaining ten applications meet the grant criteria.

Ten applications for Youth Grants were received. Two applications were not recommended for funding from the following groups:

- Parksville Royal Baseball Club- batting cage concrete project
- Springwood Middle School PAC- grade 6 swim lessons

The remaining eight applications meet the grant criteria.

RECOMMENDATIONS

1. That the Commission endorses the following Community Grants:

Errington War Memorial Hall Association- washroom addition	\$4,100
Lighthouse Recreation Commission- program expenses	\$1,250
Arrowview Elementary PAC- playground	\$2,000
Participaddle Society- paddles	\$1,710
Mid-Island Wheelchair Sports Club- backboard extensions	\$ 682
Mid-Island Wheelchair Sports Club- wheelchairs	\$3,715
Parksville Seniors Slo-Pitch- dugouts	\$3,700
Arrowsmith Cricket & Sports Association- tournament equipment	\$ 690
Arrowsmith Mountain Bike Society- timing equipment	\$3,310
Nanoose Bay Recreation and Activities Society- stage	\$3,000

2. That the Commission endorses the following Youth Grants:

Nanoose Bay Recreation and Activities Society- youth dance	\$ 600
Parksville Royals Baseball Club- pitching bullpen	\$1,000
Parksville Royals Baseball Club- infield screen	\$1,200
Parksville Royals Baseball Club- 2ball program	\$ 350
Qualicum Beach Skateboard Park Committee- expansion	\$5,400
Vancouver Island Adrenalin Games- event costs	\$1,500
Ballenas Dry Grad- entertainment costs (Velcro Wall/ Improv)	\$ 500
Ballenas Tennis Club- court improvements	\$2,000

The balance remaining in 2002 for the Community Grants is \$16,593.

The balance remaining in 2002 for Youth Grants is \$21,890.

**Minutes of the Gabriola Island Parks and Recreation Commission
Held Monday, May 13, 2002 at 7:00 p.m.
Women's Institute Hall**

Present: Commissioner A. Lemieux Chairperson
Director B. Sperling
Commissioner V. Hartman
Commissioner G. Murphy
Commissioner J. Labell

Also in Attendance:

Tom Osborne	Manager of Recreation and Parks
Dan Porteous	Recreation Program Supervisor

Chair, Andre Lemieux, called the meeting to order at 7:10 pm.

Past Minutes

MOVED Commissioner Labell, SECONDED Commissioner Hartman, that the minutes of March 11, 2002 be adopted. CARRIED

Reports

a) Future of the GIPRC Commission (written – Neil Connelly):

Mr. Osborne presented a report from Mr. Connelly regarding the formation of a Gabriola Island Parks and Open Space Committee. As the newly formed Gabriola Recreation Society will be providing recreation services through an agreement with the Regional District of Nanaimo the role of the Society will be limited. Therefore, it has been recommended in the report that the Commission By-Law be repealed and that a Terms of Reference for the Committee be approved. The Society will focus on recreation services and the Committee would focus on parks issues.

A discussion ensued with respect to the need and the timing for pursuing the staff recommendation. The Commission expressed concerns that the change recommended might be premature and that a Parks and Open Space Committee would be established in concert with a Parks Plan process that has yet to be established. Commissioner Hartman also expressed concerns that the Commission still has a role to play as a public body with respect to recreation related issues and should be maintained; however, it was agreed by Commission members that they might not need to meet on a monthly basis.

MOVED Director Sperling, SECONDED Commissioner Labell; that the staff report and recommendation regarding the Gabriola Island Parks and Open Space Advisory Committee Proposal be tabled until the next Commission meeting to be held November 4, 2002.

CARRIED

b) Gabriola Recreation Society Agreement Update (verbal – Dan Porteous):

Mr. Porteous explained that the Agreement between the Society and the Regional District of Nanaimo has been signed and that a cheque has been issued. Arrangements would be made to return a signed Agreement and the cheque to the Society as soon as possible.

Action: Staff will contact Mr. Connelly to take cheque and signed Agreement to Director Sperling at the Board meeting on Tuesday, May 14th.

The Society will then be able to begin providing services out of an interim location at the Community Hall until the portable has been upgraded in Rollo McClay Park, at which time the Society will move its operations there.

c) Portables Update (verbal – Tom Osborne):

Mr. Osborne presented information regarding the upgrade to the portables. Two Gabriola Island contractors rescinded their proposals. Presently there is only one bid for approximately \$20,000 from a Nanaimo Contractor to upgrade the portable, which is not feasible within the current budget. The Commission expressed interest in securing local contractors for the project emphasizing that the project can be completed for much less. The Regional District has extended the due date and is awaiting proposals.

The Commission asked whether or not the house on the campground property might be accessible for public use, for example, a location for the Gabriola Recreation Society. Staff explained that the house is being assessed and the future use of the facility is yet to be determined.

Presentation of SD68 Agreement for Elementary School Field Upgrade and User Group Access (Dan Porteous)

Mr. Porteous presented the Agreement between School District 68 and the Regional District of Nanaimo regarding the school field upgrade and access to the field and school by community user groups. The field will be upgraded in the summer of 2002. In return, the Regional District will pay the School District \$20,000 in four annual payments of \$5,000. As well, an arrangement has been agreed to, which will allow certain community user groups to access the school and field at a reduced rate for the period of the agreement. A user fee rate will be adjusted annually; the rate for users in 2002-03 will be 25% of the current school rental rates. The Agreement will be signed by early June.

Next Meeting

The next meeting of the Commission will be held on Monday, November 4, 2002, at 7:00 p.m. at the Women's Institute Hall unless otherwise advised.

Adjournment

MOVED Director Hartman, that the meeting be adjourned (8:25 p.m.).

Chairperson

REGIONAL DISTRICT OF NANAIMO

MINUTES OF A MEETING OF THE GRANTS-IN-AID
COMMITTEE HELD ON WEDNESDAY, MAY 16, 2002
AT 10:00 AM IN THE REGIONAL DISTRICT OFFICES

Present:

E. Hamilton	Chairperson
F. Van Eynde	Citizen Advisory Group
D. Bromley-Anvelt	Citizen Advisory Group
L. Burgoyne	Administrative Assistant

SCHOOL DISTRICT 68

Funds available: \$ 3,846

MOVED F. Van Eynde, SECONDED D. Bromley-Anvelt, that the following grants be awarded:

Name of Organization	Amount Requested	Amount Recommended
Cedar Community Association	5,000	\$ 3,000

CARRIED

Cedar Community Association - grant to be used towards roofing repairs for the Community Hall.

SCHOOL DISTRICT 69

Funds available: \$9,021.60

MOVED F. Van Eynde, SECONDED D. Bromley-Anvelt, that the following grants be awarded:

Name of Organization	Amount Requested	Amount Recommended
Arrowsmith Community Justice Society	\$ 1,000	\$ 500
Arrowsmith Search & Rescue	240	240
Caregivers Support Program	350	Denied
District 69 Society of Allied Support Groups	3,000	Denied
District 69 Historical Society	1,000	Denied
Errington Therapeutic Riding Association	1,500	Denied
Mid Vancouver Island Habitat Enhancement Society	1,435.00	415
Navy League of Canada - Parksville Branch	2,000	1,000
North Island Wildlife Recovery Association	2,200	1,000
Oceanside Community Arts Council	500	500
Oceanside Radio Communications Association	950	950
Parksville & District Association for Community Living	1,000	1,000
Parksville Meeting Place Society	500	250
Parksville-Qualicum Beach & District SPCA	1,000	500
Royal Canadian Air Cadets 893 Beaufort Squadron	4,000	Denied
	<u>\$ 6,550</u>	<u>\$ 4,975</u>

CARRIED

The Committee agreed that the following comments be conveyed to:

Arrowsmith Community Justice Society - grant to be used towards printing and development of their information brochures.

Arrowsmith Search & Rescue - grant to be used for the Hug-a-Tree and Survive program.

Caregivers Support Program - grant request denied. Funds were requested for a Health and Wellness Fair to be held in the Spring of 2003. Applicant will be asked to reapply to the Fall Grants-in-Aid session.

PAGE
162

District 69 Society of Allied Support Groups - grant request denied. The Committee recommended that the Society contact the provincial and federal governments or a corporation for donations or to purchase surplus computer equipment.

District 69 Historical Society - grant request denied. The Committee recommended that the Society consider using volunteers to do the landscape work and seek donations of plants and supplies.

Errington Therapeutic Riding Association - grant request denied. The Committee noted that funding was approved to the Association through the RDN Youth Grants-in-Aid program in March 2002.

Mid Vancouver Island Habitat Enhancement Society - grant to be used to purchase overhead items related to the Junior Streamkeepers Day in Qualicum Beach to be held October 2002.

Navy League of Canada - Parksville Branch - grant to be used towards the purchase of an outboard motor for the chase boat and safety boat used by the cadets for their sailing courses and training sessions.

North Island Wildlife Recovery Association - grant to be used towards the purchase of blinds to be used to darken the hall for slide presentations to the public.

Oceanside Community Arts Council - grant to be used to purchase wooden markers and rubber stamps for passports for use at their garden/art shows.

Oceanside Radio Communications Association - grant to be used towards the purchase of three VHF/UHF antennas to complete the new extended coverage of the District 69 volunteer emergency communications system.

Parksville & District Association for Community Living - grant to be used towards the purchase of materials required to refurbish the exterior of their building.

Parksville Meeting Place Society - grant to be used towards the purchase of tables, chairs and a coffee machine.

Parksville-Qualicum Beach & District SPCA - grant to be used toward the feral cat program.

Royal Canadian Air Cadets 893 Beaufort Squadron - grant request denied. The Committee recommended that they reapply in the Fall for a specific project.

ADJOURNMENT

The meeting adjourned at 11:00 am.

CHAIRPERSON