

REGIONAL DISTRICT OF NANAIMO

**ENVIRONMENTAL SERVICES COMMITTEE MEETING
TUESDAY, FEBRUARY 27, 2001
(immediately following the Special Board meeting)**

(Nanaimo City Council Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

2-10 Minutes of the Environmental Services Committee meeting held on Tuesday, November 28, 2000 as amended, and Tuesday, January 23, 2001.

COMMUNICATIONS/CORRESPONDENCE

11-17 **Richard Taylor**, UBCM, re 2001 Resolution Process.

LIQUID WASTE/UTILITIES

18-20 Bylaw No. 889.17 - Amendment to the North Community Sewer LSA.

21-23 Water LSA - Water Regulation and Rates Bylaws.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

IN CAMERA

ADJOURNMENT



REGIONAL DISTRICT OF NANAIMO	
FEB - 5 2001	
CHAIR	GMCrS
CAO	GMDS
GMCrS	GMES
ESC ✓	

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: February 2, 2001

FROM: Maura Walker
Special Projects Coordinator

FILE: 5360-00

SUBJECT: November 2000 Environmental Services Committee Meeting Minutes

PURPOSE

To amend the November 28, 2000 Environmental Services Committee (ESC) meeting minutes in order to clarify a recommendation related to "Self Haul Tipping Fees."

BACKGROUND

At the January 2001 ESC meeting, the minutes of the November ESC meeting were not adopted due to unclear wording of a recommendation related to self-haul tipping fees. In particular, the wording did not provide a clear fee structure for loads that are exactly 100 kg.

The wording of Bylaw 894.13 provides the following wording for self-haul tipping fees:

...Effective February 1, 2001...

Solid Waste, excluding Controlled Waste


- a) 0-100 kg \$4.00 flat rate
- b) 101 kg or greater -- first 100 kg charged \$4.00 and the remainder charged \$90/tonne

The above wording clearly defines the fee structure for all self-haul loads of solid waste. The recommendation within the November ESC meeting minutes should be amended to reflect the above self-haul tipping fee structure.


RECOMMENDATION

1. **That** the minutes of the November 28, 2000 Environmental Services Committee meeting be amended as follows:

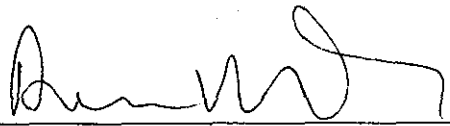
Delete recommendation #2 related to the tipping fee structure and replace with: "That the fee structure be amended to \$4.00 flat rate for loads of 0-100 kg, and for loads of 101 kg or greater, the rate will be \$4.00 for the first 100 kg and \$90 per tonne for the remainder of the load, effective February 1, 2001."



Report Writer



Manager Concurrence

 for

General Manager Concurrence



CAO Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD ON TUESDAY, NOVEMBER 28, 2000, AT 7:30 P.M. IN THE
COUNCIL CHAMBERS OF THE CITY OF NANAIMO
455 WALLACE STREET, NANAIMO, B.C.

Present:

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

Also in Attendance:

K. Daniels	Chief Administrative Officer
J. Finnie	General Manager of Environmental Services
C. McIver	Manager of Solid Waste
W. Moorman	Manager of Engineering & Utilities
D. Trudeau	Manager of Liquid Waste
C. Mason	General Manager of Corporate Services
N. Avery	Manager of Financial Services
N. Tonn	Recording Secretary

MINUTES

MOVED Director McLean, SECONDED Director Hamilton, that the minutes of the regular Environmental Services Committee meeting held on Tuesday, October 31, 2000, be adopted.

CARRIED

LIQUID WASTE/UTILITIES

Bulk Water – Arrowsmith Water System 2001 Budget.

MOVED Director Holme, SECONDED Director McLean, that the Year 2001 Provisional Operating and Capital Budget as approved by the Management Committee on October 18, 2000 for a total of \$168,000.00 be approved by the Regional District of Nanaimo.

CARRIED

West Coast Reduction Limited Outfall Extension.

MOVED Director McNabb, SECONDED Director Elliott, that staff be directed to proceed with the WCR proposal and submit application for the "Disposition of Crown Land" and prepare an agreement with WCR for the joint use of the outfall that protects the RDN's interests.

CARRIED

SOLID WASTE

2001 Illegal Dumping Prevention Program Workplan.

MOVED Director Krall, SECONDED Director McNabb, that the report on the Illegal Dumping Prevention Program and the 2001 Workplan be received.

CARRIED

Self Haul Tipping Fees.

MOVED Director Westbrook, SECONDED Director Elliott,:

1. That the fee structure for self-haul loads be changed from a flat rate based on vehicle type to a flat rate based on weight.
2. That the fee structure be amended \$4.00 flat rate for loads of 0-100 kg, and for loads of 101 kg or greater, the rate will be \$4.00 for the first 100 kg and \$90 per tonne for the remainder of the load, effective February 1, 2001.
3. That the "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 894.13, 2000" be introduced and read three times.
4. That the "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 894.13, 2000" be adopted.

A recorded vote was requested.

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

OTHER

2001 Provisional Budget Presentation.

The General Manager of Environmental Services presented a visual and verbal summary of the services provided by the Solid Waste, Liquid Waste and Engineering and Utilities departments within the Environmental services area including their service goals, key activities and major budget highlights.

MOVED Director Westbrook, SECONDED Director Hamilton, that the 2001 Environmental Services provisional budget be approved.

CARRIED

IN CAMERA

MOVED Director Holme, SECONDED Director McNabb, that pursuant to Section 242.2(1)(e) of the Local Government Act the Committee proceed to an In Camera meeting to consider items related to the acquisition of land.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director McNabb, that this meeting terminate.

CARRIED

TIME: 8:34 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD ON TUESDAY, JANUARY 23, 2001, AT 7:30 P.M. IN THE
COUNCIL CHAMBERS OF THE CITY OF NANAIMO
455 WALLACE STREET, NANAIMO, B.C.**

Present:

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

Also in Attendance:

J. Finnie	General Manager of Environmental Services
D. Trudeau	Manager of Liquid Waste
N. Cielanga	Engineering Technologist
S. DePol	Special Projects Assistant
N. Tonn	Recording Secretary

ELECTION OF DEPUTY CHAIRPERSON

The Chairperson called for nominations for the position of Deputy Chairperson for the year 2001.

Director Haime nominated Director McLean.

Director Rispin nominated Director Stanhope.

There being no further nominations, a vote was conducted and the Chairperson declared Director Stanhope Deputy Chairperson of the Environmental Services Committee for 2001.

DELEGATIONS

Helen Sims, re Bennett Road Subdivision.

Ms. Sims presented a short overview of her clients' request to change the Board's previous conditions for inclusion of their property in the French Creek Water Local Service Area, and urged the Committee to approve alternative no. 3 in the staff report.

LATE DELEGATIONS

MOVED Director Holme, SECONDED Director Haime, that a late delegation be permitted to address the Committee.

CARRIED

Marilyn Hewer, re Bennett Road Subdivision.

Ms. Hewer reiterated the concerns raised by Ms. Sims and also provided a short history of the properties in the area.

MINUTES

MOVED Director Korpan, SECONDED Director Krall, that the minutes of the regular Environmental Services Committee meeting held on Tuesday, November 28, 2000, be adopted.

Director Quittenton raised his concerns with respect to the wording under Self Haul Tipping Fees, item no. 2 which do not reflect the charge for loads weighing exactly 100 kg.

MOVED Director Korpan, SECONDED Director Quittenton, that adoption of the November 28, 2000 ESC minutes be postponed until these concerns are addressed.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Derek Thompson, Ministry of Environment, Lands & Parks, re Safe Drinking Water Plan – Information Sessions.

MOVED Director Holme, SECONDED Director Krall, that the correspondence received from the Ministry of Environment, Lands & Parks with respect to the Safe Drinking Water Plan information schedule, be received for information.

CARRIED

LIQUID WASTE/UTILITIES

Biosolids.

MOVED Director McLean, SECONDED Director Haime,:

1. That the Regional District of Nanaimo dispose of biosolids in a landfill or composting facility; and
2. That this matter be reviewed in twenty-four months, during which time staff will continue investigation of all options.

A recorded vote was requested.

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

Applications for Infrastructure Planning Grants.

MOVED Director McNabb, SECONDED Director Holme, that the Board of the Regional District of Nanaimo support the Nanoose Peninsula Infrastructure Planning Grant applications.

A recorded vote was requested.

The motion CARRIED UNANIMOUSLY.

Bylaws No. 889.16 and 813.25 – Application for Inclusion in French Creek LSA – Johnstone Road – Area G.

MOVED Director Stanhope, SECONDED Director Kruyt,:

1. That Lot 10, Plan 20609, DL 49, Nanoose Land District be included in the French Creek Sewer Local Service Area.
2. That “Northern Community Sewer Local Service Area Amendment Bylaw No. 889.16, 2001” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.
3. That “French Creek Sewer Local Service Area Bylaw No. 813.25, 2001” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

Inclusion of Properties into French Creek LSA – Bennett Road – Area G.

MOVED Director Stanhope, SECONDED Director Hamilton, that the original Board motions be amended and that as a condition of inclusion into the FCWLSA, the developers of the two lots along Bennett Road, specifically REM A, Plan 17074, DL 88, Nanoose Land District and North ½ REM A, DD67388W & 17074, DL 88, Nanoose Land District be required to supply and install a 200 mm dia. Water line from Miraloma Drive along Bennett Road to the north property line of North ½ REM A, DD67388W & 17074, DL 88, Nanoose Land District.

CARRIED

Rural On Site Sewage Disposal Area Rating System.

MOVED Director Krall, SECONDED Director Quittenton, that staff be directed to make application to the Ministry of Municipal Affairs for a planning grant of \$15,000.00 to determine the best options for addressing the on-site sewage disposal problems of Site #57 on Gabriola Island and that the feasibility fund be made available to pay for the \$5,000.00 Regional District portion of the study.

CARRIED

SOLID WASTE

Solid Waste Customer Surveys.

MOVED Director McNabb, SECONDED Director Quittenton, that the staff report on the Solid Waste Customer Surveys and the two solid waste public opinion surveys, be received for information.

CARRIED

Non-Public Residential Water Works Systems Within the RDN.

MOVED Director Stanhope, SECONDED Director Macdonald, that the staff report on non-public residential water works systems within the Regional District of Nanaimo, be received for information.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that resolutions be forwarded to AVICC and UBCM requesting that the Province establish standards for the operation and maintenance of any public or non-public water utility in British Columbia and further that mandatory education requirements be established for operators of public and non-public water systems in BC.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Kruyt, that this meeting terminate.

CARRIED

TIME: 8:38 PM

CHAIRPERSON

IMPORTANT NOTICE - UBCM RESOLUTIONS

TO: UBCM MEMBERS
FROM: Richard Taylor, Executive Director

DATE: February 6, 2001

RE: 2001 RESOLUTION PROCESS

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Suite 15
10551 Shellbridge Way
Richmond
British Columbia
Canada V6X 2W9
(604) 270-8226
Fax (604) 270-9116
ubcm@civicnet.gov.bc.ca

This memo is designed to assist you in preparing your resolutions and to clarify the procedures employed by the UBCM Resolutions Committee in categorizing resolutions for the UBCM Convention. We urge all elected officials and staff to read the following information.

The Resolutions Committee met on January 25 and reviewed the various comments and concerns received from the membership. You have been heard and we are taking action. The objective for the Resolutions Committee is to consider **ALL** resolutions at the 2001 Convention. In order to achieve that objective the following strategy and recommendations have been endorsed.

Strategy:

- Ensure there is adequate time for resolutions.
- Disciplined scheduling by all Executive chairs (to cut-off times) for speeches and policy papers.
- Firm chairing – adhere to rules on repetitive speakers.
- Clearer more concise communications to delegates on procedures.

Recommendations:

- That the Resolutions Committee request the Convention Committee to consider allocating an additional 30 minutes for resolutions / policy paper discussion to ensure there is adequate time for all policy matters.
- That the introductory resolutions session, which outlines the resolutions process, be streamlined to provide more time to debate resolutions.
- That session Chairs ensure that speakers are aware of, and adhere to, their allocated time and be firm when enforcing the rules on repetitive debate.
- That prior to Convention, a memo be sent to all members with a copy of the Conference Rules and Procedures for Handling Resolutions indicating that these are the rules and request that all delegates read them prior to attending the Convention.
- That the Committee consider more technological improvements (i.e., visual support for policy papers) but that these improvements not be to the detriment of the flow of the resolution sessions.
- That a minor amendment be made to s. 41. of the Conference Rules and Procedures for Handling Resolutions so the section now reads:
"All resolutions originating at a Convention workshop or seminar (i.e., workshops, Tuesday Forums, etc.) that is not held as a regular plenary session shall be referred to the Executive unless handled pursuant to Step 39 or 40."

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PROCEDURES FOR SUBMITTING RESOLUTIONS TO UBCM

1. DEADLINE FOR RESOLUTIONS

All resolutions must be received in the UBCM office by:

June 30th, 2001

[The deadline is set by UBCM Bylaws - s. 14(a)]

2. SUBMISSION TO AREA ASSOCIATIONS

UBCM encourages all members to submit their resolutions to their respective Area Association for consideration. The Resolutions Book will indicate whether or not the resolution has been endorsed, not endorsed or not presented to the Area Association.

3. SUBMISSION REQUIREMENTS

Resolutions submitted to the UBCM for consideration shall be submitted as follows:

- one copy of the resolution;
- the resolution should not contain more than **TWO** recital ("whereas") clauses;
- background documentation must accompany each resolution submitted, explaining the nature of the problem or concern.

Sponsors should be prepared to speak to their resolutions on the Convention floor (as the resolutions will not be "read" to the delegates by the Resolutions Committee). Resolutions should address topics that are of local government concern province-wide.

NOTE: THE UBCM MUST RECEIVE A HARD COPY OF ALL RESOLUTIONS, PREVIOUSLY FAXED, TO THE UBCM OFFICE FOR CONSIDERATION BY THE DEADLINE DATE FOR RESOLUTIONS - JUNE 30TH.

4. RESOLUTIONS COMMITTEE CONSIDERATION

UBCM policy provides for the separation of resolutions into **three** sections. The following guidelines shall be used in determining the appropriate section a resolution shall be placed in:

- a. **SECTION A** shall contain resolutions of importance to local government that have not previously been debated at the Convention.
- b. **SECTION B** shall be divided into two parts :
 - **Part I - Resolutions to be Considered as a Block**
These resolutions include:
 - previously considered and endorsed resolutions;
 - resolutions in keeping with the UBCM policy; or
 - other major previously approved policy papers/documents.
 - **Part II - Resolutions For Individual Consideration**
These resolutions will include:
 - resolutions on topics not previously considered
 - previously considered but **not** endorsed resolutions;
 - topics of local or regional significance;

- topics of national significance and recommended, as appropriate, for consideration by FCM.

Resolutions under Part II that have not been debated by the Convention will be submitted to the Executive for appropriate action [note that the recommendation is printed in the Resolutions Book] and the sponsors advised of the Executive action.

SECTION B resolutions will only be considered after all **SECTION A** resolutions have been completed.

SECTION B resolutions will be dealt with on the Convention floor in the order in which they appear in the Resolutions Book.

- c. **SECTION C** shall contain resolutions that have been consolidated or grouped with other resolutions under **SECTIONS A or B**. Therefore, C resolutions will not be discussed on the floor of the Convention. C resolutions that have been referred to Regional District Day and the Small Talk Forum come forward to the floor of the Convention on Friday and the full membership has an opportunity to consider their recommendations.
- d. The Resolutions Committee shall combine resolutions on similar or related topics wherever possible. This is often done in the form of policy papers. For example, Section C resolutions pertaining to the same topic area are often incorporated into a policy paper or report that will be discussed at the Convention. (ie. *Environment Action Plan*).

5. RESOLUTIONS RECEIVED AFTER THE DEADLINE

Resolutions received after June 30th are not printed in the Resolutions Book and can only be admitted for debate by special motion during the Convention. The criteria for determining what is deemed to be an emergency can be found under item c (as listed below).

- a. Resolutions submitted following the expiry of the regular deadline shall comply with all other submission requirements and be forwarded to the UBCM by the Friday noon preceding the date of the Annual Conference.
- b. Resolutions received after the June 30th deadline shall be examined by the Resolutions Committee and shall be separated into the following categories:
 - **Emergency** resolutions recommended to be placed before the Convention for Plenary discussion.
 - **Late Resolutions** not recommended to be admitted for Plenary discussion.
- c. **Emergency** resolutions are deemed appropriate for discussion only if the topic is such that it has arisen since the regular deadline date for submission of resolutions.
- d. **Emergency** resolutions shall be available for discussion after all **SECTION A** resolutions printed in the Resolutions Book have been debated but not before the time printed in the Convention Program.

6. RESOLUTIONS PROCEDURES

The membership adopted a number of amendments to improve the resolutions sessions and increase the time available for debate. These procedures will continue in 2001:

1. The process for introducing 'B' resolutions will not require each individual resolution to be moved and seconded for introduction to the floor. 'B' resolutions will be introduced as a block to the floor and then discussion will commence on each of the resolutions.
 - *This procedure increases the time available for debate by removing the requirement to have each 'B' resolution moved for consideration.*

2. A category of "emergency" resolutions has been established. Emergency resolutions would only include issues that have emerged after the June 30th deadline and would be recommended to be admitted for debate. Late resolutions not classified as emergency (therefore not admitted for debate) would be carried over to next year, and would be referred to the Area Associations for a recommendation.
 - *By creating this category of "emergency" resolutions the membership is made aware that only resolutions of urgency are deemed appropriate for debate. Also, by referring late resolutions that are not classified as emergency to the next year's Convention, members are ensured that these issues are not lost. They will also be forwarded to the relevant Area Association for consideration to ensure the broader membership has an opportunity to make a recommendation on the resolution.*

3. Previously considered and endorsed "B" resolutions are placed into a separate block and moved as a block to avoid repetitive debate on issues that continue to be brought forward and endorsed each year. The Chair will allow exemptions so individual resolutions can be withdrawn from the block for discussion.
 - *This procedure for categorizing 'B' resolution should alleviate much of the repetitive debate that takes place each year on resolutions that are already part of established UBCM policy.*

7. OTHER MATTERS AFFECTING RESOLUTIONS HANDLING

The Resolutions Committee has indicated that:

- it will continue colour coding the covers of policy documents to assist members in identifying which policy matters are being dealt with at different times during the Convention;
- it will be very strict in adhering to the guidelines and will make every effort to ensure that sponsors' resolutions are clear and concise.
- it will endeavour to consider all resolutions submitted (as per guidelines) during the time allocated at the 2001 Convention (see page 1 reference to January 25, 2001 Executive meeting decisions).

Members should be aware that the above policies are not exhaustive but are in addition to the UBCM Bylaws and to the "Conference Rules and Procedures for Handling of Resolutions" that are adopted each year by the Convention.

8. ATTACHMENTS

- 1) Model Resolution
- 2) Guidelines for preparing resolutions to be presented at the UBCM Convention.

MODEL RESOLUTION

SHORT TITLE

Sponsor's Name

WHEREAS ;

AND WHEREAS :

THEREFORE BE IT RESOLVED that

(Note: A second "operative" clause, if it is absolutely required, should start as follows:

AND BE IT FURTHER RESOLVED that

GUIDELINES ON PREPARING RESOLUTIONS FOR UBCM

INTRODUCTION

Outlined below are guidelines to be used in the preparation of a resolution to the UBCM.

THE CONSTRUCTION OF A RESOLUTION

All resolutions contain a preamble and operative clause. The **preamble** *describes the issue* and the **operative** clause *outlines the action* being requested. The resolution should answer the following three questions:

- What's the problem?
- What's causing the problem?
- What's the best way to solve the problem?

Preamble:

The preamble commences with a recital, "WHEREAS" clause. Each clause is a separate but concise paragraph providing information as to the nature of the problem or the reason for the request. The preamble should not contain more than two "WHEREAS" clauses.

The preliminary clauses should clearly and briefly set out the reasons for the resolution. If the sponsor believes that the rationale cannot be explained in a few preliminary clauses, the problem should be more fully stated in supporting documentation.

Operative clause:

The "operative clause" begins with the words "THEREFORE BE IT RESOLVED". This clause should be as short as possible and it must clearly describe the action being requested.

The operative clause of the resolution must clearly set out its intent, stating a specific proposal for action by the UBCM. The wording should leave no doubt as to the action being requested and be appropriate to the problem outlined in the preamble.

HOW TO DRAFT A RESOLUTION FOR UBCM

1. *The language of a resolution should be simple, action oriented and free of ambiguous terms.*

A resolution that contains well-chosen words will receive the greatest understanding and will, most likely, succeed in achieving its goal.

2. *Each resolution should embody only one single specific subject.*

Since your community seeks to influence attitudes and actions, the resolution should directly state the desired action. Persuasive communication is unlikely if the audience does not have a clear idea of what action is being requested.

3. *Council or Board resolutions submitted to UBCM should be accompanied by factual information.*

Even the most perfectly constructed resolution, at times, fails to clearly indicate the intent of the action being requested. Where possible a resolution should be accompanied by background information to ensure that the "intent" of the resolution is understood.

Two methods to enhance the clarification of the "intent" of the resolution are:

i. **Supplementary Information:**

The inclusion of a short memo (two paragraphs) from the author, which puts into perspective the background that gave rise to the presentation and eventual adoption of the resolution by local government.

ii. If a report on the subject matter was presented to council/board in conjunction with the resolution, then a copy of the report should accompany the resolution. If it is not possible to send an entire report, then the essential background information should be extracted and sent with the resolution.

Resolutions submitted without adequate background documentation/ information may delay consideration of the resolution until the sponsor has been consulted and material provided outlining the intent of the resolution.

4. ***Resolutions should be properly titled.***

A title will assist in identifying the intent of the resolution and, furthermore, eliminate the possibility of misinterpretation.

A title is usually determined from the "operative clause" of the resolution. For ease of printing in the "Resolutions Book" and for clarity of intent, a title should not comprise more than three or four words.

5. ***Resolutions should contain accurate legislative references.***

The local government who is sponsoring the resolution should ensure that the jurisdictional responsibility has been correctly identified (e.g. ministry or department within the federal or provincial governments).

When references are made within a resolution to particular legislation and responsible ministry, the local government should ensure that the correct Act has been identified.

6. ***Resolutions should deal with issues that are province-wide.***

It is important to ensure that the issue identified in the resolution is relevant to other local governments across the province. This will provide for proper debate on the issue and assist UBCM in effectively representing your concern to the provincial/federal government on behalf of all BC municipalities and regional districts.



REGIONAL DISTRICT OF NANAIMO			
FEB 22 2001			
CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
ESC			✓
			DATE:

MEMORANDUM

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

DATE: February 16, 2001

FROM: Wayne Moorman, PEng
Manager of Engineering and Utilities

FILE: 5500-20-01-SR

SUBJECT: Utilities
Surfside Sewer Local Service Area
Northern Community Sewer Local Service Area Amendment Bylaw No 889

PURPOSE

To amend the Northern Community Sewer Local Service Area Bylaw 889 to be consistent with the Surfside Sewer Local Service Area Amendment Bylaw 1124.

BACKGROUND

In 1998 the Regional District of Nanaimo approved the inclusion of three properties into the Surfside Sewer Local Service Area on the condition that covenants on the respective properties were registered in the Victoria Land Titles Office.

The covenant on one property was to restrict the servicing of the property to what was currently on the site or to future developments that were consistent with the Commercial 5 zoning regulations, site area requirements and subdivision regulations as recognized with 'no community services' pursuant to Regional District of Nanaimo Land Use and Subdivision Bylaw 500. The covenants on the other two properties were to restrict the properties from new development at a density greater than 1 dwelling unit per hectare.

Staff has now secured the necessary covenants on title in the Victoria Land Titles Office. With the registration of the covenants we are now able to adopt the Surfside Sewer Local Service Area Amendment Bylaw No. 1124.01, 1998 (to be taken to the March 13, 2001 Board Meeting).

Related to amendments to sewer local service areas in School District 69 is an associate bylaw pertaining to the Northern Community treatment plant facility. Amendments to the Surfside sewer local service area must be followed with an amendment to the Northern Community Sewer Local Service Area Bylaw No. 889. This bylaw permits the RDN to expand the boundaries of the French Creek treatment plant and interceptor benefiting area.

At the time of preparing Bylaw No. 1124.01, 1998 we prepared the associate Bylaw No. 889.09, 1998 which received three readings. Since this time however, there have been further amendments to BL 889 (now up to 889.16) and therefore we must rescind Bylaw 889.09, 1998 and replace it with the current numbered sequence, which is 889.17

ALTERNATIVES

1. Amend the Northern Community Sewer Local Service Area Bylaw.

FINANCIAL IMPLICATIONS

There are no financial implications to the RDN. The approval of this bylaw permits the recovery of capital and operating/maintenance costs for the French Creek Sewage Treatment Plant and associated interceptor costs for benefiting properties.

SUMMARY/CONCLUSIONS

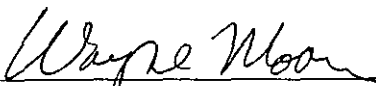
The RDN should adopt the Surfside Sewer Local Service Area Amendment Bylaw No. 1124.01, 1998 on March 13, 2001. This will permit the inclusion of three additional properties in the Surfside sewer local service area. Adoption of properties into the local sewer area also requires an amendment to the Northern Community Sewer Local Service Area Bylaw, which is related to French Creek Treatment Plant and associated interceptors. The RDN must first rescind Bylaw No. 889.09, 1998 and adopt the Northern Community Sewer Local Service Area Amendment Bylaw No. 889.17, 2001.

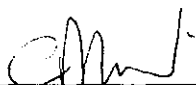
RECOMMENDATION

1. That "Northern Community Sewer Local Service Area Amendment Bylaw No. 889.09, 1998 be rescinded.
2. That "Northern Community Sewer Local Service Area Amendment Bylaw No. 889.17, 2001 be introduced, read three times and then forwarded to the Inspector of Municipalities for approval".



Report Writer


A/ _____
General Manager Concurrence


A _____
CAO Concurrence

COMMENTS:

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 889.17**

**A BYLAW TO AMEND SCHEDULE C OF
THE RDN NORTHERN COMMUNITY SEWER
LOCAL SERVICE AREA BYLAW**

WHEREAS the Board has enacted the "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 Schedule 'C' of Bylaw No. 889.01 to expand the boundaries of the benefitting area;

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 Amendment Bylaw No. 889.17, 2001".
2. Schedule 'C' attached to and forming a part of Bylaw No. 889.16, 2001 is hereby deleted and replaced with Schedule 'C' attached to and forming part of this bylaw.

Introduced and read three times this 13th day of March, 2001.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2001.

Adopted this _____ day of _____, 2001.

CHAIRPERSON

SECRETARY

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

FROM: Wayne Moorman, PEng
Manager of Engineering and Utilities

SUBJECT: Utilities
Water Local Service Areas
Water Regulation and Rates Bylaws

DATE: February 22, 2001

FILE:

February 22, 2001 REGIONAL DISTRICT OF NANAIMO 5500-01 FEB 22 2001			
CHAIR		GMCrs	
CAO		GMDS	
GMCrs		GMES	
<i>ESC</i> ✓			

PURPOSE

To amend the water regulation and rates bylaws for all RDN water utilities.

BACKGROUND

Water metered rates within water systems owned and operated by the Regional District of Nanaimo have not increased since the mid 1990's. Increased operating and maintenance costs over the last 5 years has forced the RDN to review its water user rates

In the 2001 Provisional Budget staff projected a rate increase in all water user fees of 2%. The purpose of this report is to present the amended bylaws with the 2% rate increases in all user rates for each of our metered water systems.

Staff has also reviewed the connection/reconnection charges included in these bylaws and is proposing to amend the rates in each bylaw to be consistent across the entire Regional District of Nanaimo.

ALTERNATIVES

1. Not approve the 2% user rate increase and the revised connection/reconnection charges in the various water regulation and rates bylaws.
2. Approve the 2% user rate increase as approved in the 2001 Provisional Budget and a revision in the connection/reconnection charges in the various water regulation and rates bylaws.

FINANCIAL IMPLICATIONS

The 2001 Provisional Budget was approved with a 2% rate increase in the metered user fees for all RDN water systems. The 2001 budget is dependent on these rate increases as a revenue generating source to meet rising operating and maintenance costs.

Changes to the connection/reconnection charges are mostly a standardization of these fees to be consistent in all RDN water systems. In 1999 the RDN approved the San Pareil water rates regulation bylaw and fixed these rates on "up to date" information and costs. An amendment to all other bylaws consistent

with San Pareil connection/reconnection fees will standardize the cost for these charges in all our water systems.

A comparison of present rate vs. proposed connection/reconnection fees is as follows:

	Present Rate	Proposed Rate
Connections over 25 mm	at cost	\$750.00
Reconnection of any service	\$50.00	\$100.00

CITIZENS/PUBLIC RELATIONS IMPLICATIONS

Water rate increases of 2% were made public at Provisional Budget time and have been quoted in newspaper articles following the Board Meeting. These increases are the first since the mid 1990's and are due to rising operation and maintenance costs.

The connection/reconnection rate changes have not been discussed with the area residents. The incidence of connections over 25 mm in size is low, as most residential services are 20 mm and reconnections are not common. The proposed costs are consistent with recent rates set for San Pareil, our newest water system acquisition.

SUMMARY/CONCLUSIONS

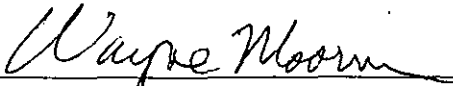
An increase in O & M costs since the mid 1990's have required the RDN to review its metered water user rates. In the 2001 Provisional Budget revenue for water user rates was increased by 2% for all our metered water systems. This water rate increase was reported by the newspaper for circulation in the public domain.

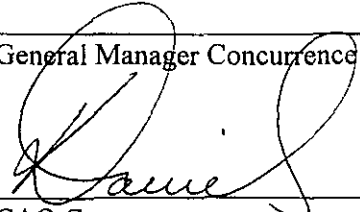
Revisions in the connection/reconnection rates will standardize these charges within all RDN water systems.

RECOMMENDATION

1. That Regional District of Nanaimo, "Nanoose Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 524.10, 2001" be introduced for three readings.
2. That Regional District of Nanaimo, "Nanoose Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 524.10, 2001", having received three readings be adopted.
3. That Regional District of Nanaimo, "French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.06, 2001" be introduced for three readings.
4. That Regional District of Nanaimo, "French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.06, 2001", having received three reading be adopted.
5. That Regional District of Nanaimo, "Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.07, 2001" be introduced for three readings.
6. That Regional District of Nanaimo, "Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.07, 2001", having received three readings be adopted.

7. That Regional District of Nanaimo, "Arbutus Park Estates Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 726.07, 2001" be introduced for three readings.
8. That Regional District of Nanaimo, "Arbutus Park Estates Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 726.07, 2001", having received three reading be adopted.
9. That Regional District of Nanaimo, "Madrona Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 727.07, 2001" be introduced for three readings.
10. That Regional District of Nanaimo, "Madrona Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 727.07, 2001", having received three readings be adopted.
11. That Regional District of Nanaimo, "Fairwinds Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 764.09, 2001" be introduced for three readings.
12. That Regional District of Nanaimo, "Fairwinds Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 764.09, 2001", having received three readings be adopted.
13. That Regional District of Nanaimo, "West Bay Estates Water Local Service Area Regulations and Rates Amendment Bylaw No. 815.05, 2001" be introduced for three readings.
14. That Regional District of Nanaimo, "West Bay Estates Water Local Service Area Regulations and Rates Amendment Bylaw No. 815.05, 2001", having received three readings be adopted.
15. That Regional District of Nanaimo, "Wall Beach Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 886.04, 2001" be introduced for three readings.
16. That Regional District of Nanaimo, "Wall Beach Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 886.04, 2001", having received three readings be adopted.
17. That Regional District of Nanaimo, "Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 886.04, 2001" be introduced for three readings.
18. That Regional District of Nanaimo, "Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 886.04, 2001", having received three readings be adopted.


Report Writer

General Manager Concurrence

CAO Concurrence

COMMENTS: