

**REGIONAL DISTRICT OF NANAIMO**

**SPECIAL BOARD MEETING  
TUESDAY, NOVEMBER 5, 2002  
7:30 PM**

*(City of Nanaimo Council Chambers)*

**A G E N D A**

**PAGES**

1. **CALL TO ORDER**
2. **DELEGATIONS**

**Merv Wilkinson & Brian Bancroft**, re DVP Application No. 0219 – Timmermans – 3140 Graham Road - Area A.
3. **BOARD MINUTES**

11-20 Minutes of the Board meeting held on Tuesday, October 8, 2002 and the Special Board meeting held October 22, 2002.
4. **BUSINESS ARISING FROM THE MINUTES**
5. **COMMUNICATIONS/CORRESPONDENCE**

21-22 **Lawrence Clive Skinner**, re DVP Application No. 0219 – Timmermans – 3140 Graham Road – Area A.
6. **UNFINISHED BUSINESS**

**Public Hearing.**

23-27 Minutes of the Public Hearing held October 3, 2002, with respect to Land Use and Subdivision Amendment Bylaw No. 500.288 – Northern Star Developments Ltd. – Area H. (Electoral Area Directors except EA 'B' – One Vote)
7. **STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**
- 7.(1) **ELECTORAL AREA PLANNING STANDING COMMITTEE**

28-30 Minutes of the Electoral Area Planning Committee meeting held Tuesday, October 22, 2002. (for information)

## PLANNING

### DEVELOPMENT PERMIT APPLICATIONS

**DP Application No. 0247 – Broad/Collins – 3837 Amberwood Lane – Area E.**  
(Electoral Area Directors except EA 'B' – One Vote)

*That Development Permit Application No. 0247, submitted by Broad/Collins to vary the minimum setback from the sea from 8.0 metres from the top of the bank to a minimum of 1.4 metres pursuant to the Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 and to permit the construction of the dwelling unit a minimum of 9.5 metres from the natural boundary within the Nanoose Bay Official Community Plan Bylaw No. 1118, 1998 Watercourse Protection Development Permit Area on the property legally described as Lot 11, District Lot 78, Nanoose District, Plan 47638, be approved subject to the requirements outlined in Schedule Nos. 1, 2 and 3 and subject to notification requirements pursuant to the Local Government Act.*

**DP Application No. 0248 – Parker – 2416 Shady Lane, Horne Lake – Area H.**  
(Electoral Area Directors except EA 'B' – One Vote)

*That Development Permit Application No. 0248, submitted by Grant and Treena Parker, for the property legally described as Strata Lot 333, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedules No. 1, 2 and 3 and the notification requirements pursuant to the Local Government Act.*

**DP Application No. 0250 – Striker – Lot 5, Miller Road – Area G.** (Electoral Area Directors except EA 'B' – One Vote)

*That Development Permit Application No. 0250 by Ronald and Christine Striker, to construct a dwelling unit in a Sensitive Lands Development Permit Area pursuant to the Regional District of Nanaimo French Creek Official Community Plan Bylaw No. 1115, 1998 on the property legally described as Strata Lot 5, District Lot 28, Nanoose District, Plan VIS4363 be approved, subject to the conditions outlined in Schedule Nos. 1 to 6 of the corresponding staff report.*

### DEVELOPMENT VARIANCE PERMIT APPLICATIONS

**DVP Application No. 0217 – Thompson/Goldney – Seaview Drive/Thompson Clarke Drive West – Area H.** (Electoral Area Directors except EA 'B' – One Vote)

**Delegations wishing to speak to Application No. 0217.**

*That Development Variance Permit Application No. 0217 by Richard Goldney on behalf of Tim and Linda Thompson, to:*

- 1. vary the minimum setback requirement from 18.0 metres horizontal distance from the stream centerline to a minimum of 6.7 metres and from 8.0 metres to 5.0 metres from the front lot line for a building envelope; and*

2. *vary the minimum setback requirement from 18.0 metres horizontal distance from the stream centerline to a minimum of 4.2 metres and from 2.0 metres to 1.9 metres from an interior and rear lot line and from 5.0 metres to 2.4 metres from another lot line for an existing garage;*

*for the property legally described as Lot 22, District Lot 21, Newcastle District, Plan 22249, be approved, subject to the requirements outlined in Schedules No. 1, 2 and 3 and notification requirements pursuant to the Local Government Act.*

**DVP Application No. 0218 – Alexander – 835 View Road – Area G.** (Electoral Area Directors except EA 'B' – One Vote)

**Delegations wishing to speak to Application No. 0218.**

*That Development Variance Permit Application No. 0218, to relax the minimum front lot line setback requirement from 8.0 metres to 6.50 metres for the property legally described as Lot 48, District Lot 78, Newcastle and Nanoose Districts, Plan 22438, to accommodate a covered deck structure, be approved subject to Schedules No. 1 und 2 and the notification requirements pursuant to the Local Government Act.*

**DVP Application No. 0219 – Timmermans – 3140 Graham Road – Area A.** (Electoral Area Directors except EA 'B' – One Vote)

**Delegations wishing to speak to Application No. 0219.**

*That Development Variance Permit No. 0219, submitted by Cornelis Timmerman, to facilitate the development of a single dwelling unit and vary the maximum permitted dwelling unit height within the Rural 4 (RU4) zone from 9.0 metres to 10.5 metres for the property legally described as Lot 1, Section 4, Range 5, Cedar District, Plan VIP71097, be approved as submitted subject to the notification procedures pursuant to the Local Government Act.*

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

- 31-41 Minutes of the Special Committee of the Whole meeting held October 15 and 22, 2002. (for information)

### **COMMUNICATION/CORRESPONDENCE**

**Patricia Wallace, President, UBCM, re Response to Discussion Paper on Civil Liability.** (All Directors – One Vote)

*That the correspondence received from UBCM with respect to the UBCM discussion paper on civil liability be received.*

**Government of British Columbia News Release, re new Legislation Protects Drinking Water.** (All Directors – One Vote)

*That the new release from the Government of British Columbia with respect to the introduction of new legislation to improve drinking water protection be received.*

**Brian Senini, re Pump and Haul Amendment Bylaw No. 975.26.** (All Directors – One Vote)

*That the correspondence received from Brian Senini with respect to Pump and Haul Amendment Bylaw No. 975.26 be received.*

#### **COMMUNITY SERVICES**

#### **RECREATION AND PARKS**

**Old Errington School – Community Consultation on Facility Management Options.** (All Directors – One Vote)

*That the Regional District advertise and consult with the community on local facility management interest and options for the old Errington School and that a Parks and Facilities Committee be appointed.*

**Park Development.** (All Directors – One Vote)

*That this report be received for information and that a letter be sent to the delegations advising of the information noted.*

**Crown Land Lease Offer for Community Park in Nanoose Bay.** (All Directors – One Vote)

*That the Regional District request that a two-year lease term be provided for Lots 3, 4, 5 and 6 that comprise the Community Park on Nanoose Road in Electoral Area 'E' to allow for further discussion with the Regional Office of Land and Water BC Inc. on options for the future disposition of the lands.*

**District 69 Arena Multiplex Design/Build Agreement.** (All Directors – Weighted Vote)

*That the Design/Build Contract with RG Construction Ltd. for the construction of the Arena Multiplex in accordance with the design and performance specifications and other items included in the agreement, as amended at the District 69 Director's meeting held October 22, 2002, be approved.*

**District 69 Arena Multiplex Land Transfer Agreement.** (All Directors – Weighted Vote)

*That the Land Transfer Agreement with Parksville Properties Corporation for the Arena Multiplex be approved.*

#### **REGIONAL GROWTH MANAGEMENT**

**Regional Growth Strategy Bylaw No. 1309 – Public Consultation Process.** (All Directors except EA 'B' – One Vote)

*That the submission from the Northwest Nanoose Residents Association, regarding the public consultation process associated with Regional Growth Strategy Bylaw No. 1309, be received and that a response be provided that refers to the Board's October 8, 2002 resolutions to rescind the Bylaw and refer it back to staff to allow for further public consultation.*

## **TRANSIT**

**Proposed Transit Fare Increase.** (EA's A, D, E, G, City of Nanaimo, Town of Qualicum Beach, City of Parksville – Weighted Vote)

*That Transit fares be increased in accordance with the fare schedule attached to the staff report entitled "Proposed Transit Fares Effective January 1<sup>st</sup>, 2003".*

## **DEVELOPMENT SERVICES**

### **BUILDING INSPECTION**

**Section 700 Filings.** (All Directors – One Vote)

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

- (a) Strata Lot C, Sections 4 and 5, Range 5, Cedar District, Strata Plan VIS3160 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1, 2781 Yellow Point Road, Electoral Area 'A', owned by L. and G. Foxcroft;*
- (b) Lot 31A, Nanoose Land District, except part in Plans 8514, 20737, 21281, 21799, 22619, 27139, 29437, 35911, 41797 and VIP62661, 7995 Superior Road, Electoral Area 'D', owned by L. and S. Doumont;*
- (c) Lot 7, District Lot 52, Plan VIP53395, Nanoose District, 1609 Clayton Crescent, Electoral Area 'E', owned by J. and M. Hess.*

## **PLANNING**

**ALR Regulation Amendment – Aquaculture Implications for RDN.** (All Directors – One Vote)

*That the staff report be received for information.*

*That MAFF, MSRM and LWBC be requested to consult with the RDN concerning proposed amendments with respect to aquaculture regulations including proposed amendments to the ALR boundaries as they pertain to aquaculture.*

## **ENVIRONMENTAL SERVICES**

### **LIQUID WASTE**

**Pump and Haul LSA Amendment Bylaw No. 975.26.** (All Directors – One Vote)

*That the applications for inclusion in the pump and haul local service area be denied.*

## UTILITIES

### **Nanoose Bay Bulk Water Supply LSA Capital Improvement Charge Bylaw No. 1323.** (All Directors – One Vote)

*That "Nanoose Bay Bulk Water Supply Local Service Area Capital Improvement Charge Bylaw No. 1323, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.*

### **Nanoose Bay Bulk Water LSA Bylaw No. 1049.02 and Nanoose Bay Bulk Water Development Cost Charge Bylaw No. 1088.02.** (All Directors – One Vote)

- 1. That "Nanoose Bay Bulk Water Supply Local Service Area Boundary Amendment Bylaw No. 1049.02, 2002" be granted first three readings and forwarded to the Inspector of Municipalities.*
- 2. That "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Boundary Amendment Bylaw No. 1088.02, 2002" be granted first three readings and forwarded to the Inspector of Municipalities.*

### **Fairwinds Streetlighting LSA Bylaw No. 789.02.** (All Directors – One Vote)

*That "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.02, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.*

### **Barclay Crescent Sewer Initiative.** (All Directors – One Vote)

- 1. That the current Provincial Local Government Grant for Barclay Crescent to Drew Road Area Sewers, Project No. S001153 for \$820,117.00 be relinquished; and*
- 2. That staff be directed to apply for a Canada-BC Infrastructure Grant for 2/3 of the estimated construction cost to sewer the Barclay Crescent (South) area of French Creek.*

## COMMISSION, ADVISORY & SELECT COMMITTEE

### **Lantzville Parks & Open Space Advisory Committee.** (All Directors – One Vote)

*That the minutes as amended, of the Lantzville Parks & Open Space Advisory Committee meetings held July 8, 2002 and September 16, 2002 be received for information.*

### **District 69 Recreation Commission.** (All Directors – One Vote)

*That the minutes of the District 69 Recreation Commission meeting held October 10, 2002, be received for information.*

*That the following Youth Grants be approved: (Parksville, Qualicum Beach, EA's E, F, G, H - Weighted Vote)*

<i>Beacon Christian School – field improvements</i>	<i>\$ 2,500</i>
<i>Coombs Halloween Candy Walk</i>	<i>\$ 1,000</i>
<i>Coombs Hilliers Recreation Community Org. – play structure</i>	<i>\$ 2,500</i>
<i>District 69 Minor Softball – pitching machine</i>	<i>\$ 2,000</i>
<i>Oceanside Junior Cheer &amp; Stunt Squad</i>	<i>\$ 2,000</i>
<i>Parksville Qualicum Youth Ski Group</i>	<i>\$ 1,500</i>
<i>Youth Breakdance Project</i>	<i>\$ 1,200</i>

*That the following Community Grants be approved: (Parksville, Qualicum Beach, EA's E, F, G, H - Weighted Vote)*

<i>Arrowsmith Mountain Bike Society – epic race event</i>	<i>\$ 1,000</i>
<i>Coombs Hilliers Recreation Community Org. – bldg addition</i>	<i>\$ 4,000</i>
<i>Errington War Memorial Hall Association – field fencing</i>	<i>\$ 1,000</i>
<i>Mid-Island Wheelchair Sport Club – wheelchair</i>	<i>\$ 3,715</i>
<i>Parksville Royals Baseball Club - clay bricks for mounds</i>	<i>\$ 750</i>
<i>Parksville Royal Baseball Club – batting cage</i>	<i>\$ 500</i>
<i>Parksville Royals Baseball Club – cinder for infield</i>	<i>\$ 600</i>

*(Parksville, Qualicum Beach, EA's E, F, G, H - Weighted Vote)*

*That the Community Grant application from the Arrowview Elementary School PAC in the amount of \$4,660 be approved.*

**Grants-in-Aid Committee.**

*(All Directors – One Vote)*

*That the minutes of the Grants-in-Aid Committee meeting held October 11, 2002 be received for information.*

*(EA's A, B, C, D, Nanaimo - Weighted Vote)*

*That the following grant be awarded in District 68:*

<i>Nanaimo Search and Rescue Society</i>	<i>\$ 1,128.65</i>
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*(EA's A, B, C, D, Nanaimo - Weighted Vote)*

*That the remaining funds in the District 68 Grants-in-Aid budget be carried over to the 2003 budget.*

(Parksville, Qualicum Beach, EA's E, F, G, H - Weighted Vote)

*That the following grants be awarded in District 69:*

<i>Caregivers Support Program</i>	<i>\$ 350</i>
<i>District 69 Volunteer Association</i>	<i>750</i>
<i>Navy League of Canada – Parksville Branch</i>	<i>1,100</i>
<i>Oceanside Community Kitchens Society</i>	<i>500</i>
<i>Parksville Meeting Place Society</i>	<i>250</i>
<i>Parksville/Qualicum Project Literacy</i>	<i>500</i>
<i>Vicious Vacant Productions – PUMEX</i>	<i>750</i>

(Parksville, Qualicum Beach, EA's E, F, G, H - Weighted Vote)

*That the remaining funds in the District 69 Grants-in-Aid budget be carried over to the 2003 budget.*

(All Directors – One Vote)

*That the Grants-in-Aid criteria be amended as follows:*

- 1. Grants-in-Aid are provided to non-profit organizations for social programs and services in the Regional District of Nanaimo.*
- 2. The organization must provide a social enrichment service to the community and must demonstrate that the service provided does fill a need in the community, and that there is no overlapping with services already existing.*
- 3. The organization must be local in nature, in that the grant requested is for a specific service to the residents of the Regional District of Nanaimo.*
- 4. The organization must be a non profit organization and provide a current year budget and full financial statements for its operation, noting any other sources of funds. The organization must state specifically the use for the grant requested from the Regional District and the breakdown of expenses for its use.*

*The following services/functions will not be funded:*

- (a) annual operating expenses*
  - (b) remuneration (wages, salaries, fees)*
  - (c) leasehold improvements*
- 5. Applications falling under the umbrella of the City of Nanaimo will be returned to the applicant with an explanation.*
  - 6. Late submissions will not be accepted.*
  - 7. Applications that do not meet the criteria will not be accepted.*



## **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

### **Foreshore Protection.** (All Directors – One Vote)

*That staff prepare a report on the protection and control of the foreshore through the zoning bylaw process.*

### **Civil Liability Discussion Paper.** (All Directors – One Vote)

*That a letter be sent to the Attorney General in support of the recommendations endorsed at the 2002 UBCM Convention with respect to the Civil Liability discussion paper.*

## **PRESENTATION**

### **2003 Provisional Budget.** (All Directors – One Vote)

*That based on recent practices which reflect a growing tendency toward the indirect and direct downloading of functions formerly controlled by the provincial government, a letter be forwarded to the appropriate ministries reflecting the Board's dissatisfaction with this practice and that in cases where downloading is unavoidable, funds be allocated to local governments to alleviate the additional financial burden.*

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

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

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

## **8. ADMINISTRATOR'S REPORT**

- |       |                                                                                                                                                                                                         |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 42-52 | Growth Management Plan Review Update – Regional Growth Strategy Bylaw No. 1309 – Bylaw Referral Status. (All Directors except EA 'B' – One Vote)                                                        |
| 53-55 | Gabriola Island – Emergency Wharf Proposal. (All Directors – One Vote)                                                                                                                                  |
| 56-58 | Northern Community Sewer LSA Development Cost Charge Expenditure Bylaw No. 1328. (Electoral Area's 'E', 'F', 'G', 'H', City of Parksville, Town of Qualicum Beach - Weighted Vote; All Directors – 2/3) |
| 59-62 | Construction Moratorium for the French Creek Water LSA (Chartwell & Sandpiper Subdivisions). (All Directors – One Vote)                                                                                 |
| 63-64 | French Creek Water LSA Water Line Looping. (All Directors – One Vote)                                                                                                                                   |
| 65-70 | San Parcel Water Supply LSA Amendment to Rates & Regulation Bylaw No. 1172. (All Directors – 2/3)                                                                                                       |
| 71-72 | Banking Services Recommendation. (All Directors – Weighted Vote)                                                                                                                                        |
| 73-76 | Operating Results to September 30, 2002. (All Directors – One Vote)                                                                                                                                     |

Board Procedures Amendment Bylaw 1268.01. (All Directors – 2/3) (Report to be circulated)

**PRESENTATION**

**2003 Provisional Budget.**

- 77-79                    Regional Parks Budget Reduction Scenarios. (All Directors – Weighted Vote)
- 80-82                    Multiplex Financing and 2003 Budget. (All Directors – Weighted Vote)
- 83-99                    Adoption of the 2003 Provisional Budget. (All Directors – Weighted Vote)

**9.     ADDENDUM**

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

**11.   NEW BUSINESS**

**13.   ADJOURNMENT**

**14.   IN CAMERA**

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, OCTOBER 8, 2002, AT 7:30 PM IN THE  
NANAIMO CITY COUNCIL CHAMBERS

**Present:**

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

**Also in Attendance:**

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

**DELEGATIONS**

**Andrew Speed, Errington Volunteer Fire Department, re Fire Truck Purchase.**

Mr. Speed reviewed the rationale in requesting the amendment to the Fire Department's capital replacement plan to pursue the acquisition of a fire truck vehicle from the Coastal Fire Centre.

MOVED Director McNabb, SECONDED Director Krall, that Art Lightburn, Diane Aussem and Janet Farooq be permitted to address the Board as late delegations.

CARRIED

**Art Lightburn, re Beach Access Modifications – Area E.**

Mr. Lightburn voiced his concerns with respect to modifications made to Beach Access No. 58 without public consultation.

**Diane Aussem, re Beach Access Modifications – Area E.**

Ms. Aussem expressed her opinions about the consultation process in the recent modifications to Beach Access No. 58.

**Janet Farooq, re Public Consultation Process.**

Ms. Farooq spoke of the proposed amendments to the Regional Growth Strategy and the need for more public consultation. She recommended that the Board allow for further public consultation before the amendment proceeds.

**BOARD MINUTES**

MOVED Director Sherry, SECONDED Director Westbroek, that the minutes of the regular Board meeting held on September 10, 2002 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**George Abbott, Minister of Community, Aboriginal and Women's Services, re Appointments to Boards of Variance.**

MOVED Director Krall, SECONDED Director Elliott, that the correspondence from the Minister of Community, Aboriginal and Women's Services with respect to changes to the Board of Variance provincial appointment policy, be received.

CARRIED

**Vern Fraser, Parksville Golden Oldies Sports Association, re Recreation Fees for Seniors.**

MOVED Director Krall, SECONDED Director Elliott, that the correspondence from the Parksville Golden Oldies Sports Association to express their appreciation to the Board for allowing their participation in fee schedule discussions with Ravensong Aquatic Centre, be received.

CARRIED

**Hans Kratz, Qualicum Beach Residents Association, re Recreation Fees for Seniors.**

MOVED Director Krall, SECONDED Director Elliott, that the correspondence from the Qualicum Beach Residents Association with respect to proposed reduced rates for senior citizens over the age of 65, be received.

CARRIED

**Al Litynsky, Telus, re CRTC Local Calling Area Expansion.**

MOVED Director Krall, SECONDED Director Elliott, that the correspondence from Telus with respect to the expansion of the CRTC local calling area guidelines, be received.

CARRIED

**John Schmal, FCM, re Clean Air for Health Communities.**

MOVED Director Krall, SECONDED Director Elliott, that the correspondence from the Federation of Canadian Municipalities with respect to the development and implementation of a comprehensive Clean Air Action Plan, be received.

CARRIED

**UNFINISHED BUSINESS**

**Public Hearing.**

**Minutes of the Public Hearings held September 11 and 12, 2002, with Respect to Regional Growth Strategy Bylaw No. 1309.**

MOVED Director McNabb, SECONDED Director Sherry, that the Summary of Proceedings of the Public Hearing conducted for "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309", as the Report for the Public Hearing, be received.

CARRIED

MOVED Director Stanhope, SECONDED Director Quintenton, that first and second reading of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309" be rescinded.

A recorded vote was requested.

The motion was CARRIED UNANIMOUSLY.

MOVED Director Stanhope, SECONDED Director McLean, that the Regional Growth Strategy Bylaw be referred back to staff to allow for further public consultation.

CARRIED

**Bylaw No. 975.25.**

MOVED Director Stanhope, SECONDED Director Sherry, that "Regional District of Nanaimo Pump and Haul Local Service Area Amendment Bylaw No. 975.25, 2002" be adopted.

CARRIED

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

### **ELECTORAL AREA PLANNING STANDING COMMITTEE**

It was noted that resolutions from the Electoral Area Planning Committee meeting held October 1, 2002 will be considered at a Special Board Meeting on October 22, 2002.

### **COMMITTEE OF THE WHOLE STANDING COMMITTEE**

MOVED Director Stanhope, SECONDED Director Hamilton, that the minutes of the Committee of the Whole meeting held October 1, 2002, be received for information.

CARRIED

### **DEVELOPMENT SERVICES**

#### **BUILDING INSPECTION**

##### **Section 700 Filings.**

The Chairperson noted that the following filings have been rectified:

Lot 30, Section 9, Plan 30347, Gabriola Island, Nanaimo Land District, 1595 Hess Road, Electoral Area 'B', owned by S. Shackelton and R. Markle;

Lot 81, Section 6, Plan 31743, Gabriola Island, Nanaimo Land District, 1637 Peterson Road, Electoral Area 'B', owned by G. Koza;

The Chairperson listed the filings and asked that if the property owners were in the audience and wished to address the Board, to come forward when their name was called.

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

Parcel E (DD 6975N) of Sections 9 and 10, Range 5, Cedar District, Except those parts in Plans 10233, 10772, 15372, 21911 and 27211, 2250 Kendall Road, Electoral Area 'A', owned by Boat Harbour Marine Ltd;

Lot 1, District Lot 29, Plan VIS4487, Nanoose District together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1, 857 Wright Road, Electoral Area 'G', owned by R. and C. Ryvers.

CARRIED

**PAGE**

**PLANNING**

**Agricultural Land Reserve Regulation Amendment – Implications for All Electoral Areas except Electoral Area 'B'.**

MOVED Director Stanhope, SECONDED Director Krall, that the staff report on 'Agricultural Land Reserve Regulation Amendment – Implications for the RDN' be received for information.

CARRIED

**CORPORATE SERVICES**

**ADMINISTRATION**

**Police Financing Discussion Paper.**

MOVED Director Stanhope, SECONDED Director Hamilton, that the report on Police Financing be received for information and following the local government elections, the Board establish a Select Committee to consider the proposals put forward by the Minister of Public Safety and Solicitor General and prepare a response for consideration by the Board.

CARRIED

**Treaty Related Measures – Legislative Working Group.**

MOVED Director Stanhope, SECONDED Director Stanhope, that the Legislative Working Group report be received for information.

CARRIED

Director Korpan noted that he had circulated a copy of the Lower Mainland Treaty Advisory Committee – Governance Report to all Board members for their information.

MOVED Director Korpan, SECONDED Director Cantelon, that the report be received.

CARRIED

**ENVIRONMENTAL SERVICES**

**SOLID WASTE**

**Landfill Gas Collection System Expansion – FCM Conditional Grant.**

MOVED Director Westbrook, SECONDED Director Sherry, that the Board accept a conditional grant of \$505,000 from the Federation of Canadian Municipalities (FCM) Green Municipal Funds to expand the gas collection system at the Regional Landfill and proceed with the project agreement with FCM.

CARRIED

**Household Yard & Garden Waste Collection.**

MOVED Director Westbrook, SECONDED Director Sherry, that the Board not implement a curbside yard and garden waste collection program in urban areas of the RDN at this time.

CARRIED

**UTILITIES**

**French Creek Sewerage Facilities LSA Amendment Bylaw No. 813.27.**

MOVED Director Sherry, SECONDED Director Stanhope, that "French Creek Sewerage Facilities Local Service Area Amendment Bylaw No. 813.27, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**Pacific Shores Sewer LSA Amendment Bylaw No. 1021.03 and Northern Sewer LSA Amendment Bylaw No. 889.22.**

MOVED Director Sherry, SECONDED Director Stanhope, that "Regional District of Nanaimo Northern Community Sewer Local Service Area Amendment Bylaw No. 889.22, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Sherry, SECONDED Director Stanhope, that "Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.03, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**Rural Streetlighting LSA Boundary Amendment Bylaw No. 791.05.**

MOVED Director Sherry, SECONDED Director Stanhope, that "Rural Streetlighting Local Service Area Boundary Amendment Bylaw No. 791.05, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

MOVED Director Quittenton, SECONDED Director Stanhope, that the minutes of the District 69 Recreation Commission meeting held September 12, 2002, be received for information.

CARRIED

MOVED Director Quittenton, SECONDED Director Stanhope, that the revised Recreation Fees and Charges Policy be approved.

CARRIED

MOVED Director Quittenton, SECONDED Director Macdonald, that the Fees and Charges Policy be applied with respect to the 2003 Provisional Budget process to include seniors' admission rate categories with a phased in increase and other adjustments as outlined in Schedule 1 of the report.

CARRIED

**Lantzville Parks and Open Space Advisory Committee.**

MOVED Director Haime, SECONDED Director Stanhope, that the minutes from the Lantzville Parks and Open Space Advisory Committee meeting held June 3, 2002 be received for information.

CARRIED

**Electoral Area 'G' Parks and Open Space Advisory Committee.**

MOVED Director Stanhope, SECONDED Director Sherry, that the minutes from the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held July 17, 2002 be received for information.

CARRIED

**Electoral Area 'A' Parks, Recreation and Greenspace Advisory Committee.**

MOVED Director Elliott, SECONDED Director Stanhope, that the minutes from the Electoral Area 'A' Parks, Recreation and Greenspace Advisory Committee meeting held September 19, 2002 be received for information.

CARRIED

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

**District 69 Arena Committee.**

The General Manager of Community Services advised the Board that the agreements will be coming forward to the October 22 Committee meeting.

The Architect and Project Manager spoke briefly on the progress to date and indicated that the working drawings are nearing completion.

Director Korpan left the meeting.

**Intergovernmental Advisory Committee.**

MOVED Director Macdonald, SECONDED Director Sherry, that the minutes from the Intergovernmental Advisory Committee meeting held September 5, 2002 be received for information.

CARRIED

**Building Addition Committee.**

MOVED Director Westbrook, SECONDED Director Hamilton, that the minutes from the Building Addition Committee meeting held October 1, 2002 be received for information.

CARRIED

MOVED Director Westbrook, SECONDED Director Hamilton, that the Board approve the budget to proceed with the installation of the sprinkler system, HVAC balancing and controls, removal of the existing stairs, new carpeting, office modifications, exterior improvements and meeting room projector for 2003.

CARRIED

**ADMINISTRATOR'S REPORT**

**Contravention of Building Regulation and Fees Bylaw – Cahill – 1410 Hess Road – Area 'B'.**

MOVED Director Sperling, SECONDED Director Sherry, that "Regional District of Nanaimo Removal of Construction Repeal Bylaw No. 1325, 2002" be introduced and read three times.

CARRIED

MOVED Director Sperling, SECONDED Director Sherry, that "Regional District of Nanaimo Removal of Construction Repeal Bylaw No. 1325, 2002" be adopted.

CARRIED

**Acquisition of Fire Truck Vehicle for Errington Fire Department.**

MOVED Director McLean, SECONDED Director Haime, that this item be deferred for 60 days and that the Errington Fire Department conduct a public consultation process to determine if residents are in favour of the acquisition of a new fire truck.

MOVED Director Cantelon, SECONDED Director Westbrook, that the motion be amended to 30 days.

DEFEATED

The motion was called on the deferral for 60 days.

The motion was DEFEATED.

MOVED Director McNabb, SECONDED Director Macdonald, that the Errington Fire Department be authorized to amend their capital replacement plan for Unit 210 (foam equipped vehicle – replacement date 2010) to pursue the acquisition in 2002, of a foam equipped firefighting vehicle owned by the Province of BC Coastal Fire Center, with a total transaction value of \$138,640.

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A recorded vote was requested.

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

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**CRTC Local Calling Area Expansion.**

MOVED Director Macdonald, SECONDED Director Stanhope, that staff prepare a report on the implications of expanding the call area.

CARRIED

**Beach Access No. 58.**

MOVED Director Stanhope, SECONDED Director Cantelon, that staff bring forward a report on Beach Access No. 58 in Nanoose Bay.

CARRIED

**NEW BUSINESS**

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

MOVED Director Stanhope, SECONDED Director Westbrook, that Bruce Cownden be appointed to the Electoral Area 'G' Parks, Recreation & Greenspaces Advisory Committee for a term ending on October 31, 2004.

CARRIED

**PRESENTATION**

**2003 Provisional Budget.**

The Administrator and the General Manager of Corporate Services provided an overview of the status of Board's strategic priorities as well as a summary of the expected budget implications.

MOVED Director McNabb, SECONDED Director Krall, that the 2003 provisional budget be referred to Committee of the Whole for review.

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 9:05 PM

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, OCTOBER 22, 2002, AT 7:30 PM IN THE  
NANAIMO CITY COUNCIL CHAMBERS

**Present:**

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

**Also in Attendance:**

K. Daniels	Chief Administrative Officer
C. Mason	Gen. Mgr., Corporate Services
B. Lapham	Gen. Mgr., Development Services
N. Connelly	Gen. Mgr., Community Services
J. Finnie	Gen. Mgr., Environmental Services
N. Tonn	Recording Secretary

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

MOVED Director Hamilton, SECONDED Director Sherry, that the minutes of the Electoral Area Planning Committee meeting held October 1, 2002, be received for information.

CARRIED

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**DP Application No. 0244 – S. Terry on behalf of Cassidy Inn (1989) Ltd. – 2954 Canyon Road – Area A.**

MOVED Director Hamilton, SECONDED Director Elliott, that Development Permit Application No. 0244 submitted by Steve Terry, on behalf of Cassidy Inn (1989) Ltd., to convert a portion of the existing hotel use to a licensee retail store (Wine and Beer Store) within the South Wellington Development Permit Area on the property legally described as Lot 1, Section 3, Range 8, Cranberry District, Plan 15453, be approved, subject to the conditions outlined in Schedules No. 1, 2 and 3 of the corresponding staff report and the notification requirements pursuant to the Local Government Act.

CARRIED

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**DP Application No. 0245 – Thiessen and Marshall/Kyler – 1272 Seadog Road – Area E.**

MOVED Director Hamilton, SECONDED Director Pipes, that Development Permit Application No. 0245 submitted by Thiessen and Marshall/Kyler to vary the minimum setback from the sea from 8.0 metres from the top of the bank to a minimum of 2.7 metres and to vary the minimum setback from 8.0 metres from the natural boundary to 0.0 metre pursuant to the Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 to permit the construction of a dwelling unit and deck and to legalize an existing set of stairs within the Watercourse Protection Development Permit Area on the property legally described as Lot 21, Block C, District Lot 38, Nanoose District, Plan 10777, be approved subject to the requirements outlined in Schedule Nos. 1, 2, 3 and 4 and subject to notification requirements pursuant to the Local Government Act.

CARRIED

**OTHER**

**Zoning Amendment Application No. 0205 – Colclough – Aulds Road – Area D.**

MOVED Director Hamilton, SECONDED Director Haime, that Amendment Application No. ZA0205 by William Colclough to rezone the subject property legally described as Lot 8, Block 471, Nanoose District, Plan 43434, from Residential 1 (RS1), Subdivision District 'L' to Residential 2 (RS2), Subdivision District 'L' be advanced to public hearing, subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Hamilton, SECONDED Director Haime, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.289, 2002" be given 1<sup>st</sup> and 2<sup>nd</sup> reading and proceed to public hearing.

CARRIED

MOVED Director Hamilton, SECONDED Director Haime, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.289, 2002" be delegated to Director Haime or her alternate.

CARRIED

**Request for Cash in Lieu of Parkland & Relaxation of the Minimum 10% Frontage Requirement – Joseph & Marjorie Grimes – Morland Road – Area A.**

MOVED Director Hamilton, SECONDED Director Elliott, that the requests, submitted by Joseph Grimes and Marjorie Grimes, for cash-in-lieu of park land dedication be accepted and to relax the minimum 10% frontage requirement for proposed Lots 4 and 5, as shown on the plan of subdivision of Lot 10, Section 12, Range 2, Cedar District, Plan VIP53334, be approved subject to the applicant registering a section 219 covenant on proposed Lots 4 and 5 restricting further subdivision, including all forms of strata subdivisions.

CARRIED

**Notification Distance for Development Applications – All Electoral Areas Except Electoral Area B.**

MOVED Director Elliott, SECONDED Director Stanhope, that "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1261, 2002" be amended to require that the Development Application Sign as shown on Attachment No. 1, be placed on a property subject to an application for rezoning and/or OCP amendments.

CARRIED

MOVED Director Elliott, SECONDED Director Haime, that "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1261, 2002" be amended to increase the notification distance for applications for rezoning and/or OCP amendments for all Electoral Areas except Electoral Area 'F' to 200 m/ and further, to increase the notification distance to 500 m where the development application involves more than a minimum of 20 residential units, a minimum parcel area of 4000 m<sup>2</sup> for the purpose of commercial development or a minimum parcel area of 4000 m<sup>2</sup> for the purpose of industrial development.

CARRIED

MOVED Director Hamilton, SECONDED Director Stanhope, that "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1261, 2002" be amended to require the applicant of a development application that involves more than a minimum of 20 residential units, a minimum parcel area of 4000 m<sup>2</sup> for the purpose of commercial development or a minimum parcel area of 4000 m<sup>2</sup> for the purpose of industrial development to install detailed development application sign as shown on Attachment No. 2.

CARRIED

MOVED Director Hamilton, SECONDED Director Stanhope, that "Regional District of Nanaimo Development Approval Procedures and Notification Bylaw No. 1261.01, 2002" be introduced and given three (3) readings.

CARRIED

**ADJOURNMENT**

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

CARRIED

**TIME: 7:37 PM**

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES

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*This letter attached to email.  
Signed original mailed October 31, 2002.*

3155 Graham Road,  
Ladysmith BC  
V9G 1C9

Telephone: 250-722-7334  
email: [lawrenceclive@shaw.ca](mailto:lawrenceclive@shaw.ca)

October 30, 2002

Board of Variance,  
Regional District of Nanaimo Planning Department,  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

Re: Notice of Development Variance Permit Application No. 0219

When I built my home in 1999, it was intended to be a retreat where I could retire to meditate amidst the trees and rocks in the peace and solitude of this area of Yellow Point. People came at no charge for meditation, solitude and privacy; some stayed for several days.

One neighbour had an existing house at the end of my driveway which was not visible from my house. Another neighbour built on the adjoining property to me, but their home cannot be seen from my home. Some day I knew a house would be built on the property opposite me on Graham Road where the Timmermans are now building.

Early in his building, Mr. Timmermans spoke to me regarding hydro poles on the road allowance on my side of Graham Road. We walked down Graham Road and he showed me where they would be located. I said I would prefer they not be there and he said that was OK with him. I see now that hydro is going to place them on my side of Graham Road. Rather than cut down trees on Mr. Timmermans property, I am agreeable to have the poles on my side of Graham Road. Incidentally, this will make a total of five hydro poles on my five acres.

When the first Board of Variance notice was mailed to me, I was concerned, but decided to agree to the additional height. When the second notice was received, I spoke to an architect who informed me

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that the Timmerman's house would be very much in view of my home and especially since the left elevation would be the side facing my home. This left elevation is the front entrance, which also appears to have a large deck. People coming and going as well as sitting on the front deck both for themselves and for entertaining will definitely affect the privacy and solitude of my location.

Last Monday, while walking my dogs, Mr. Timmermans drove by and I spoke to him regarding my concerns. He assured me that I would have nothing to worry about as he planned to plant poplars along that side of the house and to use his words "I would not be able to see the house."

I am new to this type of process and have never done this before and therefore I am appealing to the Board for direction. I am concerned about the lack of privacy. I am prepared to agree to the additional height if Mr. Timmermans will agree in writing, to his proposal of planting a landscape barrier of substantial trees with enough height and mass to obscure the front door and deck which will give me the privacy to which I am accustomed.

Please do not hesitate to call me if you require any additional information.

Sincerely,

Lawrence Clive Skinner



REGIONAL  
DISTRICT  
OF NANAIMO

REGIONAL DISTRICT  
OF NANAIMO

OCT 15 2002

CHAIR		GMCrs	
CAO		GMDS	
GMCms		GMES	
Sp. Dir.			

MEMORANDUM

**TO:** Pamela Shaw  
Manager of Community Planning

**DATE:** October 11, 2002

**FROM:** Deborah Jensen  
Planner

**FILE:** 3360 30 0207

**SUBJECT:** Bylaw No. 500.288 – Northern Star  
Electoral Area 'H'

### PURPOSE

To receive the Report of the Public Hearing containing the Summary of the Minutes of the Public Hearing held Thursday, October 3, 2002 on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.288, 2002" and further, to consider 3<sup>rd</sup> reading of the amendment Bylaw.

### BACKGROUND

Bylaw No. 500.288 was considered by the Board and given 1<sup>st</sup> and 2<sup>nd</sup> reading on Tuesday, September 10, 2002.

Bylaw No. 500.288 is a result of an amendment application submitted by Northern Star Developments Ltd. to change the subdivision district of the above noted property from Subdivision District 'A' (minimum parcel size 20.0 ha) to Subdivision District 'D' (minimum parcel size 2.0 ha). The purpose of this amendment application is to facilitate the subdivision of the property into two parcels of 2.9 ha each, and allow for one dwelling unit per parcel.

The Public Hearing concerning the proposed amendment was held Thursday, October 3, 2002. A Report of the Public Hearing is attached for the Board's consideration (*see Attachment No. 1*).

### ALTERNATIVES

1. To receive the Report of the Public Hearing, and grant Bylaw No. 500.288 3<sup>rd</sup> reading.
2. To receive the Report of the Public Hearing and abandon the amendment bylaw.

### PUBLIC CONSULTATION IMPLICATIONS

No written submissions were received at the Public Hearing. No members of the public attended the public hearing; therefore, no verbal comments were received.

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## LEGAL IMPLICATIONS

Should the Bylaw be granted 3<sup>rd</sup> reading, a covenant would need to be registered on the Certificate of Indefeasible Titles to the subject property to secure the conditions of approval endorsed by the Board, and as set out in Section 4.3.2.6 of the Shaw Hill – Deep Bay Official Community Plan. These conditions would include:

- Not more than one single dwelling unit per parcel to be located on the properties;
- No frontage relaxation or further road dedication to occur as a result of the subdivision application process;
- No subdivision of the property via a Bareland Strata subdivision;
- Only two parcels to be created, and no further subdivision to occur.

## VOTING

Electoral Area Directors - one vote, except Electoral Area 'B'.

## SUMMARY/CONCLUSIONS

"Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.288,2002" was given 1<sup>st</sup> and 2<sup>nd</sup> reading on Tuesday, September 10, 2002. A Public Hearing with respect to this Bylaw was conducted on Thursday, October 3, 2002.

The following recommendations are provided for consideration by the Board.

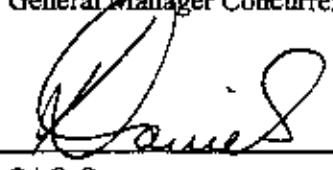
## RECOMMENDATION

1. That the Report of the Public Hearing containing the Summary of the Minutes of the Public Hearing held Thursday, October 3, 2002 at 7:10 pm on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw 500.288, 2002," be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.288, 2002", be given 3<sup>rd</sup> reading, subject to the conditions outlined in Schedule No. 1.

  
Report Writer

  
General Manager Concurrence

  
Manager Concurrence

  
CAO Concurrence

COMMENTS:

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**Attachment No. 1  
Summary of Minutes of the Public Hearing  
Regional District of Nanaimo**

**REGIONAL DISTRICT OF NANAIMO**

**REPORT OF THE PUBLIC HEARING HELD  
HURSDAY, OCTOBER 3, 2002 AT 7:00 PM AT LIGHTHOUSE COMMUNITY CENTRE  
240 LIONS WAY TO CONSIDER "REGIONAL DISTRICT OF NANAIMO  
LAND USE AND SUBDIVISION BYLAW AMENDMENT BYLAW NO. 500.288, 2002"  
SUMMARY OF THE MINUTES**

Richard Quittenton	Director, Electoral Area 'H'
Deborah Jensen	Planner
Pete Mason	Agent for Northern Star Developments Ltd.

There were no people in attendance.

The Director called the Hearing to order at 7:10 pm, introduced those present at the head table, and outlined the procedures to be followed during the Hearing.

The Planner provided a summary of the Bylaw.

The Director called for formal submissions with respect to Bylaw No. 500.288.

The Director called for further submissions.

The Director called for further submissions a second time.

The Director called for further submissions a third time.

There being no further submissions, the Director adjourned the Hearing at 7:12 pm.

Certified true and correct this 3<sup>rd</sup> day October 2002.

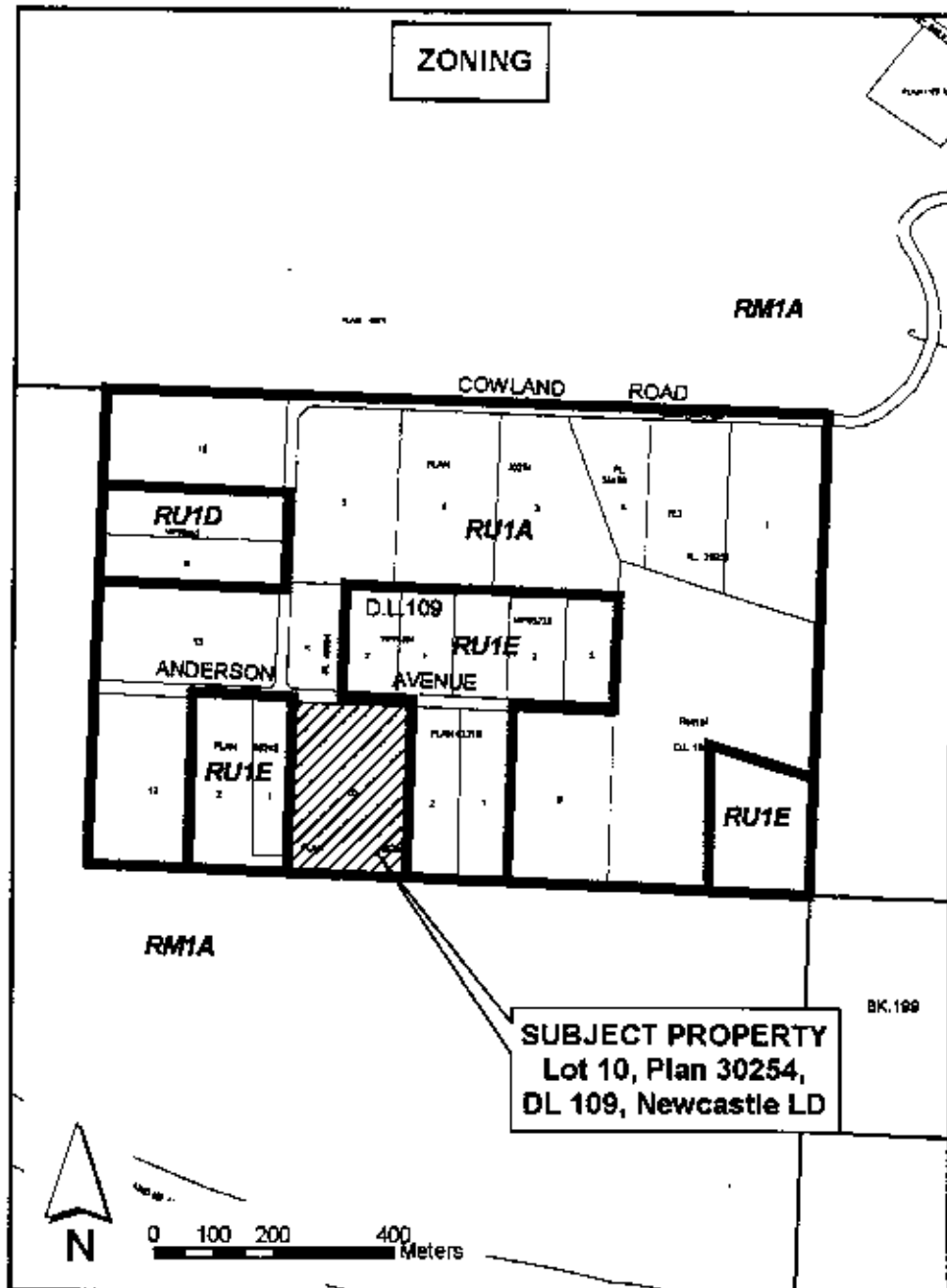
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Deborah Jensen  
Recording Secretary

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Director Richard Quittenton  
Electoral Area 'H'

**Attachment No. 2**  
**Subject Property Map**



BCGS Map Sheet No. 92F.047.1.4

**SCHEDULE No. 1**

**Conditions of Approval  
Bylaw 500.288- Northern Star**

Approval of the application subject to a covenant registered on the Certificate of Indefeasible Title for the subject property to secure the conditions of approval as endorsed by the Board and as set out in Section 4.3.2.6 of the Shaw Hill – Deep Bay Official Community Plan.

This covenant will include the following:

- Not more than one single dwelling unit per parcel to be located on the properties;
- No frontage relaxation or further road dedication to occur as a result of the subdivision application process;
- No subdivision of the property via a Bareland Strata subdivision;
- Only two parcels to be created, and no further subdivision to occur.

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, OCTOBER 22, 2002, AT 7:00 PM  
IN THE CITY OF NANAIMO COUNCIL CHAMBERS,  
455 WALLACE STREET, NANAIMO, BC

**Present:**

Director E. Hamilton	Chairperson
Director L. Elliott	Electoral Area A
Director D. Haime	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Director J. Stanhope	Electoral Area G
Alternate	
Director J. Pipes	Electoral Area H
Director D. Rispin	City of Nanaimo

**Also in Attendance:**

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

**DELEGATIONS**

**John Collins & Gerald Hoffman, re DP Application No. 0247 – Broad/Collins – 3837 Amberwood Lane – Area E.**

Mr. Collins noted the unique situation with respect to the property's bordering on two sides by ocean and the resulting reduction in the building envelope. Mr. Hoffman reiterated the concerns of the previous speaker and noted that the property site is geotechnically safe and suitable for its intended use.

**MINUTES**

MOVED Director Stanhope, SECONDED Director Haime, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, October 1, 2002 be adopted.

CARRIED

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**DP Application No. 0247 – Broad/Collins – 3837 Amberwood Lane – Area E.**

MOVED Director Holme, SECONDED Director Stanhope, that Development Permit Application No. 0247, submitted by Broad/Collins to vary the minimum setback from the sea from 8.0 metres from the top of the bank to a minimum of 1.4 metres pursuant to the Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987 and to permit the construction of the dwelling unit a minimum of 9.5 metres from the natural boundary within the Nanoose Bay Official Community Plan Bylaw No. 1118, 1998 Watercourse Protection Development Permit Area on the property legally described as Lot 11, District Lot 78, Nanoose District, Plan 47638, be approved subject to the requirements outlined in Schedule Nos. 1, 2 and 3 and subject to notification requirements pursuant to the *Local Government Act*

CARRIED

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**DP Application No. 0248 – Parker – 2416 Shady Lane, Horne Lake – Area H.**

MOVED Director Pipes, SECONDED Director Stanhope, that Development Permit Application No. 0248, submitted by Grant and Treena Parker, for the property legally described as Strata Lot 333, District Lot 251, Alberni District, Plan VIS5160 be approved subject to the conditions outlined in Schedules No. 1, 2 and 3 and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**DP Application No. 0250 – Striker – Lot 5, Miller Road – Area G.**

MOVED Director Stanhope, SECONDED Director Holme, that Development Permit Application No. 0250 by Ronald and Christine Striker, to construct a dwelling unit in a Sensitive Lands Development Permit Area pursuant to the Regional District of Nanaimo French Creek Official Community Plan Bylaw No. 1115, 1998 on the property legally described as Strata Lot 5, District Lot 28, Nanoose District, Plan VIS4363 be approved, subject to the conditions outlined in Schedule Nos. 1 to 6 of the corresponding staff report.

CARRIED

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

**DVP Application No. 0217 – Thompson/Goldney – Seaview Drive/Thompson Clarke Drive West – Area H.**

MOVED Director Pipes, SECONDED Director Elliott, that Development Variance Permit Application No. 0217 by Richard Goldney on behalf of Tim and Linda Thompson, to:

1. vary the minimum setback requirement from 18.0 metres horizontal distance from the stream centerline to a minimum of 6.7 metres and from 8.0 metres to 5.0 metres from the front lot line for a building envelope; and
2. vary the minimum setback requirement from 18.0 metres horizontal distance from the stream centerline to a minimum of 4.2 metres and from 2.0 metres to 1.9 metres from an interior and rear lot line and from 5.0 metres to 2.4 metres from another lot line for an existing garage;

for the property legally described as Lot 22, District Lot 21, Newcastle District, Plan 22249, be approved, subject to the requirements outlined in Schedules No. 1, 2 and 3 and notification requirements pursuant to the *Local Government Act*.

CARRIED

**DVP Application No. 0218 – Alexander – 835 View Road – Area G.**

MOVED Director Stanhope, SECONDED Director Pipes, that Development Variance Permit Application No. 0218, to relax the minimum front lot line setback requirement from 8.0 metres to 6.50 metres for the property legally described as Lot 48, District Lot 78, Newcastle and Nanoose Districts, Plan 22438, to accommodate a covered deck structure, be approved subject to Schedules No. 1 and 2 and the notification requirements pursuant to the *Local Government Act*.

CARRIED

**DVP Application No. 0219 – Timmermans – 3140 Graham Road – Area A.**

MOVED Director Elliott, SECONDED Director Holme, that Development Variance Permit No. 0219, submitted by Cornelis Timmerman, to facilitate the development of a single dwelling unit and vary the maximum permitted dwelling unit height within the Rural 4 (RU4) zone from 9.0 metres to 10.5 metres for the property legally described as Lot 1, Section 4, Range 5, Cedar District, Plan VIP71097, be approved as submitted subject to the notification procedures pursuant to the *Local Government Act*.

CARRIED

PAGE

**ADJOURNMENT**

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

TIME: 7:12 PM

CARRIED

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CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, OCTOBER 15, 2002, AT 7:00 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 E. Hamilton	Electoral Area C
Director D. Haime	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Director R. Quittenton	Electoral Area H
Director J. Macdonald	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director L. Sherry	City of Nanaimo
Director D. Rispin	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Holdom	City of Nanaimo

**Also in Attendance:**

K. Daniels	Chief Administrative Officer
C. Mason	General Manager of Corporate Services
J. Finnie	General Manager of Environmental Services
N. Connelly	General Manager of Community Services
B. Lapham	General Manager of Development Services
N. Avery	Manager of Financial Services
M. Burton	Recording Secretary

**PRESENTATION**

The Chief Administrative Officer opened the meeting with an overview of the Budget Summary Binder.

**2003 Provisional Community Services Budget**

The General Manager of Community Services presented a visual and verbal summary of the District 69 Arena, Ravensong Aquatic Centre, Community Parks, Regional Parks, Transit and Regional Development budgets.

MOVED Director Westbrook, SECONDED Director Macdonald that information be brought forward at the next budget meeting examining the options of providing an increase in the 2003 tax requisition to reduce the debt financing costs on the Arena Multiplex Facility.

CARRIED

**2003 Provisional Corporate Services Budget**

The General Manager of Corporate Services presented a visual and verbal summary of the Administration, Fire Departments and Protective Services budgets.

Director Quittenton requested that staff provide a comprehensive report detailing the costs associated with information services for all departments.

**ADJOURNMENT**

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

CARRIED

TIME: 8:45 PM

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CHAIRPERSON

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REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, OCTOBER 22, 2002, AT 7:38 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
Director D. Haime	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 L. Sherry	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director D. Rispin	City of Nanaimo
Director T. Krall	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Holdorn	City of Nanaimo

**Also in Attendance:**

K. Daniels	Chief Administrative Officer
C. Mason	General Manager of Corporate Services
J. Finnie	General Manager of Environmental Services
N. Connelly	General Manager of Community Services
B. Lapham	General Manager of Development Services
P. Shaw	Manager of Community Planning
N. Avery	Manager of Financial Services
W. Moorman	Manager of Engineering and Utilities
D. Trudeau	Manager of Liquid Waste
N. Tonn	Recording Secretary

**DELEGATIONS**

**Brian Senini, re Pump and Haul Amendment Bylaw No. 975.26.**

Mr. Senini, nor his representative, Tim Peligren were in attendance.

**MINUTES**

MOVED Director Sherry SECONDED Director McLean, that the minutes of the Committee of the Whole meeting held on Tuesday, October 1, 2002 be adopted.

CARRIED

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**COMMUNICATION/CORRESPONDENCE**

**Patricia Wallace, President, UBCM, re Response to Discussion Paper on Civil Liability.**

MOVED Director Sherry, SECONDED Director Westbrook, that the correspondence received from UBCM with respect to the UBCM discussion paper on civil liability be received.

CARRIED

**Government of British Columbia News Release, re new Legislation Protects Drinking Water.**

MOVED Director Sherry, SECONDED Director Westbrook, that the new release from the Government of British Columbia with respect to the introduction of new legislation to improve drinking water protection be received.

CARRIED

**Brian Senini, re Pump and Haul Amendment Bylaw No. 975.26.**

MOVED Director Westbrook, SECONDED Director Haime, that the correspondence received from Brian Senini with respect to Pump and Haul Amendment Bylaw No. 975.26 be received.

CARRIED

**COMMUNITY SERVICES**

**RECREATION AND PARKS**

**Area F Park Land Acquisition Reserve Fund Expenditure Bylaw No. 1326.**

MOVED Director McLean, SECONDED Director Rispin,:

1. That "Electoral Area 'F' Park Land Acquisition Reserve Fund Expenditure Bylaw No. 1326, 2002" be introduced and given three readings.
2. That "Electoral Area 'F' Park Land Acquisition Reserve Fund Expenditure Bylaw No. 1326, 2002" having received three readings, be adopted.

CARRIED

**Old Errington School – Community Consultation on Facility Management Options.**

MOVED Director McLean, SECONDED Director Westbrook, that the Regional District advertise and consult with the community on local facility management interest and options for the old Errington School and that a Parks and Facilities Committee be appointed.

CARRIED

**Parksville Curling Club Memorandum of Understanding.**

MOVED Director Westbrook, SECONDED Director McLean, that this item be deferred to allow the District 69 Recreation Commission to review the proposed Memorandum of Understanding.

CARRIED

**Park Development.**

MOVED Director Holme, SECONDED Director Westbrook, that this report be received for information and that a letter be sent to the delegations advising of the information noted.

CARRIED

**Crown Land Lease Offer for Community Park in Nanoose Bay.**

MOVED Director Holme, SECONDED Director Sherry, that the Regional District request that a two-year lease term be provided for Lots 3, 4, 5 and 6 that comprise the Community Park on Nanoose Road in Electoral Area 'E' to allow for further discussion with the Regional Office of Land and Water BC Inc. on options for the future disposition of the lands.

CARRIED

**District 69 Arena Multiplex Design/Build Agreement.**

MOVED Director Holme, SECONDED Director Macdonald, that the Design/Build Contract with RG Construction Ltd. for the construction of the Arena Multiplex in accordance with the design and performance specifications and other items included in the agreement, as amended at the District 69 Director's meeting held October 22, 2002, be approved.

CARRIED

**District 69 Arena Multiplex Land Transfer Agreement.**

MOVED Director Macdonald, SECONDED Director Pipes, that the Land Transfer Agreement with Parksville Properties Corporation for the Arena Multiplex be approved.

CARRIED

**REGIONAL GROWTH MANAGEMENT**

**Regional Growth Strategy Bylaw No. 1309 – Public Consultation Process.**

MOVED Director Holme, SECONDED Director Macdonald, that the submission from the Northwest Nanoose Residents Association, regarding the public consultation process associated with Regional Growth Strategy Bylaw No. 1309, be received and that a response be provided that refers to the Board's October 8, 2002 resolutions to rescind the Bylaw and refer it back to staff to allow for further public consultation.

CARRIED

**TRANSIT**

**Proposed Transit Fare Increase.**

MOVED Director Sherry, SECONDED Director Rispin, that Transit fares be increased in accordance with the fare schedule attached to the staff report entitled "Proposed Transit Fares Effective January 1<sup>st</sup>, 2003".

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

- (a) Strata Lot C, Sections 4 and 5, Range 5, Cedar District, Strata Plan VIS3160 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1, 2781 Yellow Point Road, Electoral Area 'A', owned by L. and G. Foxcroft;

- (b) Lot 31A, Nanoose Land District, except part in Plans 8514, 20737, 21281, 21799, 22619, 27139, 29437, 35911, 41797 and VIP62661, 7995 Superior Road, Electoral Area 'D', owned by L. and S. Dourmont;
- (c) Lot 7, District Lot 52, Plan VIP53395, Nanoose District, 1609 Clayton Crescent, Electoral Area 'E', owned by J. and M. Hess.

CARRIED

#### PLANNING

##### **ALR Regulation Amendment – Aquaculture Implications for RDN.**

MOVED Director Haime, SECONDED Director Sherry, that the staff report be received for information.

CARRIED

MOVED Director McLean, SECONDED Director Westbrook, that MAFF, MSRM and LWBC be requested to consult with the RDN concerning proposed amendments with respect to aquaculture regulations including proposed amendments to the ALR boundaries as they pertain to aquaculture.

CARRIED

Director Krall joined the meeting.

#### *ENVIRONMENTAL SERVICES*

#### LIQUID WASTE

##### **Pump and Haul LSA Amendment Bylaw No. 975.26.**

MOVED Director McLean, SECONDED Director Westbrook, that the applications for inclusion in the pump and haul local service area be denied.

CARRIED

MOVED Director McLean, SECONDED Director Westbrook, that staff prepare a report on the amendment of the RDN pump and haul bylaw to prohibit pump and haul approval for new multi-property developments including subdivision.

DEFEATED

#### UTILITIES

##### **Nanoose Bay Bulk Water Supply LSA Capital Improvement Charge Bylaw No. 1323.**

MOVED Director Holme, SECONDED Director Westbrook, that "Nanoose Bay Bulk Water Supply Local Service Area Capital Improvement Charge Bylaw No. 1323, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

##### **Nanoose Bay Bulk Water LSA Bylaw No. 1049.02 and Nanoose Bay Bulk Water Development Cost Charge Bylaw No. 1088.02.**

MOVED Director Holme, SECONDED Director Sherry,:

1. That "Nanoose Bay Bulk Water Supply Local Service Area Boundary Amendment Bylaw No. 1049.02, 2002" be granted first three readings and forwarded to the Inspector of Municipalities for approval.

- 2. That "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Boundary Amendment Bylaw No. 1088.02, 2002" be granted first three readings and forwarded to the Inspector of Municipalities for approval.

CARRIED

**Fairwinds Streetlighting LSA Bylaw No. 789.02.**

MOVED Director Holme, SECONDED Director Sherry, that "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.02, 2002" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**Barclay Crescent Sewer Initiative.**

MOVED Director Holme, SECONDED Director Westbrook,:

- 1. That the current Provincial Local Government Grant for Barclay Crescent to Drew Road Area Sewers, Project No. S001153 for \$820,117.00 be relinquished; and
- 2. That staff be directed to apply for a Canada-BC Infrastructure Grant for 2/3 of the estimated construction cost to sewer the Barclay Crescent (South) area of French Creek.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Lantzville Parks & Open Space Advisory Committee.**

MOVED Director Holme, SECONDED Director Rispin, that the minutes as amended, of the Lantzville Parks & Open Space Advisory Committee meetings held July 8, 2002 and September 16, 2002 be received for information.

CARRIED

**District 69 Recreation Commission.**

MOVED Director Pipes, SECONDED Director Westbrook, that the minutes of the District 69 Recreation Commission meeting held October 10, 2002, be received for information.

CARRIED

MOVED Director Westbrook, SECONDED Director Macdonald, that the following Youth Grants be approved:

Beacon Christian School – field improvements	\$	2,500
Coombs Halloween Candy Walk	\$	1,000
Coombs Hilliers Recreation Community Org. – play structure	\$	2,500
District 69 Minor Softball – pitching machine	\$	2,000
Oceanside Junior Cheer & Stunt Squad	\$	\$2,000
Parksville Qualicum Youth Ski Group	\$	1,500
Youth Breakdance Project	\$	1,200

CARRIED

MOVED Director Westbrook, SECONDED Director Macdonald, that the following Community Grants be approved:

Arrowsmith Mountain Bike Society – epic race event	\$	1,000
Coombs Hilliers Recreation Community Org. – bldg addition	\$	4,000
Errington War Memorial Hall Association – field fencing	\$	1,000
Mid-Island Wheelchair Sport Club – wheelchair	\$	3,715
Parksville Royals Baseball Club – clay bricks for mounds	\$	750
Parksville Royal Baseball Club – batting cage	\$	500
Parksville Royals Baseball Club – cinder for infield	\$	600

CARRIED

MOVED Director Westbrook, SECONDED Director Macdonald, that the Community Grant application from the Arrowview Elementary School PAC in the amount of \$4,660 be approved.

CARRIED

**Grants-in-Aid Committee.**

MOVED Director Krall, SECONDED Director Hamilton, that the minutes of the Grants-in-Aid Committee meeting held October 11, 2002 be received for information.

CARRIED

MOVED Director Hamilton, SECONDED Director Krall, that the following grant be awarded in District 68:

Nanaimo Search and Rescue Society	\$	1,128.65
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CARRIED

MOVED Director Hamilton, SECONDED Director Krall, that the remaining funds in the District 68 Grants-in-Aid budget be carried over to the 2003 budget.

CARRIED

MOVED Director Hamilton, SECONDED Director Krall, that the following grants be awarded in District 69:

Caregivers Support Program	\$	350
District 69 Volunteer Association		750
Navy League of Canada – Parksville Branch		1,100
Oceanside Community Kitchens Society		500
Parksville Meeting Place Society		250
Parksville/Qualicum Project Literacy		500
Vicious Vacant Productions – PUMEX		750

CARRIED

MOVED Director Hamilton, SECONDED Director Krall, that the remaining funds in the District 69 Grants-in-Aid budget be carried over to the 2003 budget.

CARRIED

MOVED Director Hamilton, SECONDED Director Westbrook, that the Grants-in-Aid criteria be amended as follows:

1. Grants-in-Aid are provided to non-profit organizations for social programs and services in the Regional District of Nanaimo.

2. The organization must provide a social enrichment service to the community and must demonstrate that the service provided does fill a need in the community, and that there is no overlapping with services already existing.
3. The organization must be local in nature, in that the grant requested is for a specific service to the residents of the Regional District of Nanaimo.
4. The organization must be a non profit organization and provide a current year budget and full financial statements for its operation, noting any other sources of funds. The organization must state specifically the use for the grant requested from the Regional District and the breakdown of expenses for its use.

The following services/functions will not be funded:

- (a) annual operating expenses
  - (b) remuneration (wages, salaries, fees)
  - (c) leasehold improvements
5. Applications falling under the umbrella of the City of Nanaimo will be returned to the applicant with an explanation.
  6. Late submissions will not be accepted.
  7. Applications that do not meet the criteria will not be accepted.

CARRIED

Director McNabb joined the meeting.

#### **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

##### **Foreshore Protection.**

MOVED Director Westbrook, SECONDED Director Holdom, that staff prepare a report on the protection and control of the foreshore through the zoning bylaw process.

CARRIED

##### **Civil Liability Discussion Paper.**

MOVED Director Holdom, SECONDED Director Westbrook, that a letter be sent to the Attorney General in support of the recommendations endorsed at the 2002 UBCM Convention with respect to the Civil Liability discussion paper.

CARRIED

#### **BOARD INFORMATION**

##### **Police Financing Discussion Paper.**

Director McLean requested that all Board members make an effort to complete the police financing survey and return it to UBCM.

##### **Special Board Meeting.**

The Special Board meeting scheduled for October 29, 2002 will be re-scheduled to November 5, 2002.

**UNFINISHED BUSINESS**

**2003 Provisional Corporate Services Budget.**

The General Manager of Corporate Services presented a visual report on the computer capital and operating budgets for 2003.

**2003 Provisional Community Services Budget.**

The General Manager of Corporate Services presented a visual breakdown of the District 69 Arena Multiplex financing options and noted that a report will be forwarded to the Board with respect to these options.

**PRESENTATION**

**2003 Provisional Development Services Budget.**

The General Manager of Development Services provided a visual and verbal overview of the Building Inspection, Bylaw Enforcement and Community Planning departments including their services provided, budget highlights and key actions.

MOVED Director Westbrook, SECONDED Director McLean, that based on recent practices which reflect a growing tendency toward the indirect and direct downloading of functions formerly controlled by the provincial government, a letter be forwarded to the appropriate ministries reflecting the Board's dissatisfaction with this practice and that in cases where downloading is unavoidable, funds be allocated to local governments to alleviate the additional financial burden.

CARRIED

MOVED Director Krall, SECONDED Director Westbrook, that the Development Services 2003 provisional budget be approved.

CARRIED

**2003 Provisional Environmental Services Budget.**

The General Manager of Environmental Services presented a visual and verbal overview of the liquid waste, solid waste, zero waste and solid waste planning, garbage collection and recycling and the engineering and utilities functions of the Environmental Services area including their services provided, budget highlights and key actions.

MOVED Director Westbrook, SECONDED Director Rispin, that the Environmental Services 2003 provisional budget be approved.

CARRIED

**2003 Corporate Services Budget.**

MOVED Director Holme, SECONDED Director Holdom, that the Corporate Services 2003 provisional budget be approved as amended to reflect a donation to the Lantzville legion of \$100 from the Electoral Areas administration budget.

CARRIED

**2003 Community Services Budget.**

The Chairperson requested that the Vice Chairperson assume the Chair to allow him to present motions to the floor.

MOVED Director Holme, SECONDED Director Holdom, that the Community Services 2003 provisional budget be approved.



MOVED Director Holme, SECONDED Director Stanhope, that the Electoral Area 'E' Community Parks tax requisition be reduced to \$50,000.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that the District 69 Recreation Commission Grant Program be reduced by \$40,000 as reflected in the 2001 budget, and that the tax requisition be reduced by \$40,000 to reflect this change.

CARRIED

MOVED Director Stanhope, SECONDED Director Westbroek, that the Regional Parks requisition be reduced from \$400,000 to \$350,000, to be phased back in to \$400,000 in 2004.

MOVED Director Westbroek, SECONDED Director Holme, that this item be referred to staff and a report be prepared for the Board which reflects the effect of this budget reduction on all electoral areas and municipalities.

CARRIED

The question was called on the main motion as amended.

The motion CARRIED.

#### ADJOURNMENT

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

CARRIED

TIME: 10:01 PM

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CHAIRPERSON



REGIONAL DISTRICT OF NANAIMO	
OCT 24 2002	
CHAIR	GMCrS
CAC	GMDS
GMCrS	GMES
Bid ✓	

**MEMORANDUM**

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

**DATE:** October 24, 2002

**FROM:** Christina Thomas  
Senior Planner, Community Services

**FILE:** 6780 30

**SUBJECT: GROWTH MANAGEMENT PLAN REVIEW UPDATE  
REGIONAL GROWTH STRATEGY BYLAW 1309  
BYLAW REFERRAL STATUS**

**PURPOSE**

To receive the responses to the Regional District of Nanaimo referral of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309".

**BACKGROUND**

The Regional District of Nanaimo has received responses to its September 13, 2002 referral of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309" to the Cities of Nanaimo and Parksville, the Town of Qualicum Beach, Comox-Strathcona Regional District, Alberni Clayquot Regional District and Cowichan Valley Regional District, pursuant to Section 857 of the *Local Government Act*.

Referral agencies are required to review the Bylaw in the context of any official community plans and regional growth strategies for their jurisdictions and in the context of any other matters that affect the jurisdiction, and to either accept or refuse the Bylaw. Should the jurisdiction refuse the Bylaw it must identify by resolution each provision of the Bylaw to which it objects, the reasons for its objection, and whether it is willing that a provision to which it objects be included in the Bylaw on the basis that the provision will not apply to the jurisdiction.

Responses to the referral are provided for the Board's information (*see Attachments 1-6*). The following table summarizes the referral responses.

Agency	Response
City of Nanaimo	Accepted Bylaw on October 7, 2002
City of Parksville	Refused Bylaw on October 7, 2002 because it objects to three provisions: 1. The location of the Urban Containment Boundary (Policy 1A). The City is willing to have the policy included in the Bylaw on the basis that it not apply to the City. 2. The lack of acknowledgement of the City of Parksville Municipal Boundary Plan Study in Policy 1D. The City is not willing to have the policy included in the Bylaw on the basis that it not apply to the City. 3. Policy 1E, which allows for the official community plan for Electoral Area C to be amended to include the parcel legally described at Parcel Z, DDK83923, Sections 12 & 13, Ranges 1 & 2, Cranberry Land District, inside the Urban

	Containment Boundary, provided that the maximum level of development permitted on the property be no greater than 1 unit per hectare. The City is <b>not willing</b> to have the policy included in the Bylaw without the amendment of the Urban Containment and Fringe Area Management Implementation Agreement for the reason that developments of this density and ones for which are to become urban should be subject to the terms and provisions of the Agreement, and also that this specific policy should recognize that this amendment would trigger the provisions of the Agreement.
Town of Qualicum Beach	On October 7, 2002 postponed its decision about the Bylaw to October 21, 2002, then did not consider a decision about the Bylaw on October 21 <sup>st</sup> given that Bylaw had been repealed by the RDN Board on October 8, 2002.
Alberni Clayquot Regional District	Accepted Bylaw on October 2, 2002.
Comox-Strathcona Regional District	Accepted Bylaw on September 30, 2002.
Cowichan Valley Regional District	Accepted Bylaw on October 9, 2002.

The Bylaw was also referred to Honourable George Abbott, the Minister of Community, Aboriginal and Women's Services, as required, on September 13, 2002. The Minister's acceptance of the Bylaw is not required. The Minister's acknowledgement of this referral and recognition of the work to develop the Bylaw is attached (*see Attachment 7*).

On October 8, 2002 the Board rescinded first and second reading of the Bylaw and referred it back to staff to allow for further public consultation. Since the Bylaw no longer exists the results of the referral can only be received.

Given the Board's direction, staff will be preparing Terms of Reference and a Consultation Plan for the completion of the Growth Management Plan Review for the Board's consideration of approval in January of 2003. The objective of the completion of the Growth Management Plan Review is for the Board to decide what changes, if any, should be made to "Regional District of Nanaimo Growth Management Plan Bylaw No. 985.01". Provision will also be made to address the issues identified by the above-noted jurisdictions in the completion process. The Board will need to complete all of the steps required to change a regional growth strategy bylaw, including giving a new bylaw 1<sup>st</sup> and 2<sup>nd</sup> reading, conducting a public hearing and referring the bylaw to the three member municipalities and three adjacent regional districts for consideration of acceptance. Until such time as a new regional growth strategy bylaw is adopted "Regional District of Nanaimo Growth Management Plan Bylaw No. 985.01" remains the regional growth strategy for the region.

#### ALTERNATIVES

1. To receive the report.
2. To receive the report and provide additional direction to staff.

#### FINANCIAL IMPLICATIONS

Receipt of this report has no financial implications.

## SUMMARY

The Regional District of Nanaimo has received responses to its September 13, 2002 referral of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309" to the Cities of Nanaimo and Parksville, the Town of Qualicum Beach, Comox-Strathcona Regional District, Alberni Clayquot Regional District and Cowichan Valley Regional District pursuant to Section 857 of the *Local Government Act*. Since the Bylaw no longer exists the Board may only receive the results of the referral. Pursuant to the Board's October 8, 2002 directive, completion of the project will involve additional consultation, both with the public, the member municipalities and the adjacent regional districts. All of the steps required to adopt a regional growth strategy bylaw will need to be completed, including the Board's consideration of a bylaw for 1<sup>st</sup> and 2<sup>nd</sup> reading, a public hearing about the bylaw, and a referral of the new bylaw to the member municipalities and adjacent regional districts. The completion of the Project will provide an opportunity to address the issues identified by the jurisdictions in the referral of Bylaw No. 1309.

## RECOMMENDATION

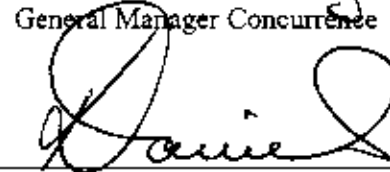
That the report regarding the responses to the September 13, 2002 referral of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309, 2002", pursuant to Section 857 of the *Local Government Act*, to the Cities of Nanaimo and Parksville, the Town of Qualicum Beach, the Comox-Strathcona Regional District, the Alberni Clayquot Regional District and the Cowichan Valley Regional District, be received.



Report Writer



General Manager Concurrence



CAO Concurrence

ATTACHMENT 1  
CITY OF NANAIMO RESPONSE



# CITY OF NANAIMO

VANCOUVER ISLAND • BRITISH COLUMBIA

2002-Oct-21

Christina Thomas  
Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

File: 0470-30-R01-05

Dear Ms. Thomas:

**Re: Growth Management Plan Bylaw No. 1309**

At the Council meeting of 2002-Oct-07, Council approved a resolution to support the proposed amendments to the Regional District Growth Management Plan Bylaw No. 1309.

However, it should be noted that it is Council's understanding that since Bylaw No. 1309 has been repealed, a new bylaw is required and a new referral following a public hearing will occur at some point in the future.

Sincerely,

Sharon Fletcher  
Manager, Community Planning

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ATTACHMENT 2  
CITY OF PARKSVILLE RESPONSE



City of PARKSVILLE

PO Box 1390, 100 E. Jensen Avenue, Parksville, BC, V9P 2H3  
Telephone: (250) 248-6144 Fax: (250) 248-6650  
www.city.parksville.bc.ca

October 9, 2002

VIA FAX: (250) 390-7511

PAGE 1 OF 2

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

ATTENTION: NEIL CONNELLY, GENERAL MANAGER,  
COMMUNITY SERVICES

Dear Sirs:

SUBJECT: REGIONAL GROWTH STRATEGY BYLAW 1309 REFERRAL

At the regular meeting of Council held Monday, October 7, 2002 the following resolutions were adopted:

"02-361 That the report from the Director of Community Planning, dated September 30, 2002 entitled "Consideration of Final Adoption of Official Community Plan Bylaw, 2002, No. 1370" advising the only prerequisite to adoption is Regional District of Nanaimo Board acceptance of a context statement which identifies the relationship between the Official Community Plan and the Regional Growth Strategy, be received. CARRIED.

02-362 That the report from the Director of Community Planning, dated September 26, 2002 entitled "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309", be received;  
And That Council refuse the Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309 with respect to:

- a) The City objects to Policy 1A as it applies to the City because this Urban Containment Boundary established within the Strategy does not recognize the City's submission for a revised Urban Containment Boundary for reasons stated in its April 11<sup>th</sup> submission, but is willing to have the policy included in the Strategy on the basis that the provision will not apply to the City;

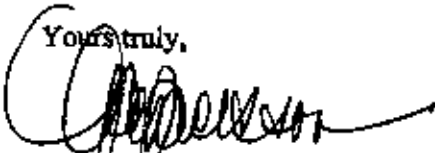
Mr. N. Connelly  
October 9, 2002  
Page 2

- b) The City is in disagreement with Policy 1D as it applies to the City, for the reason that it does not acknowledge the Municipal Boundary Plan Study which was completed for consideration with the original Regional Growth Management, but which was never considered; and the City is not willing to have the policy included in the Study without the inclusion of this Study;
- c) The City is in disagreement with Policy 1E and is not willing to have the policy included in the Study without the amendment of the Fringe Area Agreement for the reason that developments of this density and ones which are to become urban should be subject to the terms and provisions of the Fringe Area Agreement and also that this specific policy should recognize that this amendment would trigger the provisions of the Fringe Area Agreement.

CARRIED."

I expect to be in discussion with you on this topic soon.

Yours truly,



GAYLE A. JACKSON  
Director of Community Planning

GAJ/sh

g/0480-RGM/Connelly-22

ATTACHMENT 3  
TOWN OF QUALICUM BEACH RESPONSE



201 - 660 Princess St.  
P.O. Box 130  
Qualicum Beach, B.C.  
V9K 1S7

Telephone: (250) 752-6921  
Fax: (250) 752-1243  
E-mail: [qbtown@qualicumbeach.com](mailto:qbtown@qualicumbeach.com)  
Website: [www.qualicumbeach.com](http://www.qualicumbeach.com)

October 22, 2002

Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo, BC  
V9T 8N2

Fax: 1(360)7611

**ATTENTION:** Christina Thomas,  
Senior Planner, Community Services

Dear Ms. Thomas

**Re: Regional Growth Strategy Bylaw No. 1309**

Further to our telephone conversation of this morning, please be advised that Council of the Town of Qualicum Beach received the above mentioned bylaw at their meeting held October 7, 2002. At that meeting a motion was ratified to postpone a decision on acceptance of 'Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309, 2002' until their meeting scheduled for October 21, 2002.

Prior to the October 21<sup>st</sup> meeting of Council, we were informed that the Regional District of Nanaimo had rescinded first and second reading of the bylaw. It was therefore considered that Council of the Town of Qualicum Beach need not address the bylaw as it was presented on October 7<sup>th</sup> due to possible changes and new first and second reading being required by the RDN prior to a formal referral to the Town of Qualicum Beach.

For your information, you will find enclosed a copy of a memorandum received by Council and prepared by staff addressing some of the Town's concerns relating to Bylaw 1309 as it was presented on October 7<sup>th</sup>.

Yours truly

S.J. (Sandra) Keddy  
Corporate Administrator  
Town of Qualicum Beach  
F:\admin\02\rdn2.sp  
File: 0630-60



ATTACHMENT 4  
ALBERNI CLAYQUOT REGIONAL DISTRICT RESPONSE



ALBERNI-CLAYOQUOT  
REGIONAL DISTRICT

3008 Fifth Avenue, Port Alberni, B.C. CANADA V9Y 2B3 Telephone (250) 720-2700 FAX: (250) 723-1327

October 3, 2002

Christina Thomas  
Nanaimo Regional District  
6300 Hammond Bay Road  
Nanaimo, B.C.  
V9T 6B2



Re: Regional Growth Strategy Bylaw 1309 Formal Referral

Dear Ms. Thomas:

The Alberni-Clayoquot Regional District Board met on October 2, 2002 and reviewed your formal referral on the Regional Growth Strategy Bylaw 1309. The Board passed a resolution accepting the Regional District of Nanaimo Growth Strategy.

Yours truly,

Mike Irg  
Planner

ATTACHMENT 5  
COMOX-STRATHCONA REGIONAL DISTRICT RESPONSE



**Community Planning Services**  
LAND USE AND ENVIRONMENTAL PLANNING

October 7, 2002

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

Attn: Neil Connolly  
General Manager of Community Services

Dear Mr. <sup>Neil</sup>Connolly:

**Re: Regional District of Nanaimo Growth Management Strategy**

Please be advised the Board of the Regional District of Comox-Strathcona adopted the following motion at their September 30, 2002 meeting.

*"THAT the Regional Board advise the Regional District of Nanaimo that it accepts the 'Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309, 2002.'*

If the Regional District of Comox-Strathcona can be of any further assistance in this matter please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "Rob Milne".

Rob Milne  
Supervisor of Land Use Planning

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ATTACHMENT 6  
COWICHAN VALLEY REGIONAL DISTRICT RESPONSE



October 15, 2002

FAX: (250) 390-4163

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

Attention: **Christina Thomas, Senior Planner**  
**Community Services**

Dear Christina Thomas:

Re: **Regional District of Nanaimo Growth Strategy Bylaw No. 1309**

Please be advised that the Board of the Cowichan Valley Regional District, at its regular meeting of October 9, 2002, made the following resolution:

*"That the Regional District of Nanaimo be advised that the CVRD has no objection to the adoption of Regional Growth Strategy Bylaw No. 1309."*

If you have any further questions or comments, do not hesitate to contact the undersigned at your convenience.

Yours truly,

Catherine Johnnie  
Long Range Planner  
Development Services Department

CL/mca

COWICHAN VALLEY REGIONAL DISTRICT

MAILING ADDRESS  
137 Bunting Street  
Duncan, BC  
V9L 1P9

ADMINISTRATION  
Phone: (250) 748-2500  
Fax: (250) 748-5612  
E-mail: [cvr@cvrd.bc.ca](mailto:cvr@cvrd.bc.ca)

DEVELOPMENT SERVICES  
Phone: (250) 748-2820  
Fax: (250) 748-4135  
E-mail: [ds@cvrd.bc.ca](mailto:ds@cvrd.bc.ca)

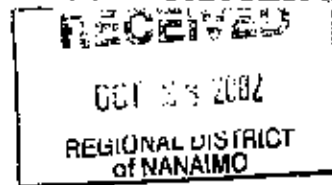
ENGINEERING SERVICES  
Phone: (250) 748-2830  
Fax: (250) 748-6879  
E-mail: [es@cvrd.bc.ca](mailto:es@cvrd.bc.ca)

TOLL FREE  
1-800-685-2886  
WEBSITE:  
[www.cvr.bc.ca](http://www.cvr.bc.ca)

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ATTACHMENT 7  
MINISTER OF COMMUNITY, ABORIGINAL AND WOMEN'S SERVICES RESPONSE



Ref: 74916

OCT 22 2002

George Holme  
Chair  
Regional District Board  
Regional District of Nanaimo  
6300 Hammond Bay Rd  
Nanaimo BC V9T 6N2

Dear Mr. Holme:

Thank you for your September 13, 2002 letter forwarding "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1309" for my information.

I realize that this bylaw is the result of many months of work by the regional district and member municipalities and extensive public discussions. I appreciate receiving a copy of the bylaw.

Sincerely,

**ORIGINAL SIGNED BY**

George Abbott  
Minister

pc: Cynthia Hawksworth, Regional Director, IRPD, MCAWs  
Kelly Daniels, CAO, RDN  
Neil Connelly, General Manager, Community Services, RDN ✓



REGIONAL DISTRICT OF NANAIMO		
OCT 28 2002		
CHAIR	GMGRS	
CAS	GMDS	
MEMBER	GMES	

*Sp B...*

## MEMORANDUM

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

**DATE:** October 28, 2002

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

**FILE:** 8500-01

**SUBJECT:** Gabriola Island – Emergency Wharf Proposal

### PURPOSE

To provide for funding for a water lot lease application and associated engineering to assist with the proposed establishment of a new emergency wharf function for Gabriola Island.

### BACKGROUND

A number of concerned citizens and associations on Gabriola Island have been working together to develop a medical evacuation system to serve Islanders when the BC Ferries system is not in operation. Currently there is no reliable, long-term system in place that would ensure that people requiring off-island medical care could be transferred to Nanaimo Regional General Hospital.

The group has concluded that the development of a Regional District of Nanaimo (RDN) wharf function for this purpose alone, combined with a form of contracted service provision (by others) for any marine transfers would provide the best long-term solution. The first step in establishing such a facility would be the acquisition of a water lot license to accommodate the proposed wharf, ramp and associated shoreline works.

The proposed location for this facility is adjacent to the existing BC Ferry dock at Descanso Bay. The location works well with respect to access, parking, lighting and related facilities. In order to process an application for a water lot license the wharf size, its orientation and any associated works such as tie backs etc. would have to be clearly defined. To do so will require professional assistance.

In order to retain the professional assistance, required funds from the Feasibility Fund must be accessed, as the proposal would require the establishment of a new local service for the electoral area. It is not possible to utilize funds from any of the other existing functions that provide services to the Island. Preliminary discussions with service providers in this industry suggest that costs could reach up to \$7,000 for the provision of assistance in making application for a water lot license and for the engineering involved for the design of the facility.

### ALTERNATIVES

1. Approve the release of Feasibility funds of up to \$7,000.
2. Do not approve the release of Feasibility Funds.

**PAGE**

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**FINANCIAL IMPLICATIONS**

The General Administration Feasibility Fund has funds available up to \$7,000 that could be used for this project. Should the proposed function be established these funds would be reimbursed. The engineering carried out with these funds will establish the capital and operating costs for the proposed facility which will be brought forward as part of a separate report on the establishment of a new wharf service.

**CITIZEN IMPLICATIONS**

A number of concerned citizens and associations on Gabriola Island are eager to establish a reliable method of transporting medical emergencies off the Island.

The establishment of this function, through the adoption of the appropriate bylaws, will require electorate consent gained either through counter petition or referendum.


**SUMMARY/CONCLUSIONS**


Concerned residents and associations on Gabriola Island wish to establish a permanent wharf facility for medical evacuations. Located at Descanso Bay adjacent to the existing BC Ferries dock, this facility would provide for safe, reliable transfers of medical evacuees from the Ambulance Service to a contracted marine transport service.

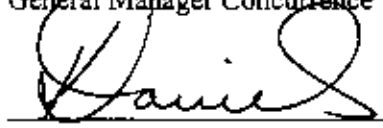
To facilitate the establishment of this wharf RDN staff have been asked to proceed with the application for the wharf and associated water lot lease. To assist staff in this activity a service provider familiar with such applications and in the design of wharfs and associated works will be required at an estimated cost not to exceed \$7,000.

**RECOMMENDATION**

That up to \$7,000 be utilized from the General Administration Feasibility Fund for a water lot lease application and associated engineering services related to the establishment of a new local service function for an emergency wharf at Descanso Bay, Gabriola Island.

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

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

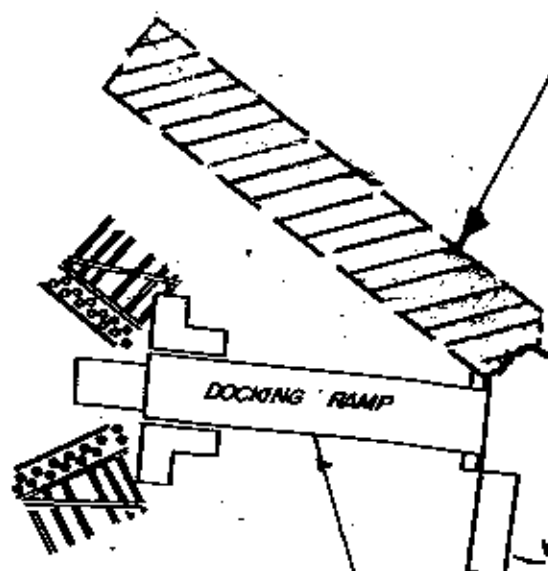
  
\_\_\_\_\_  
C.A.O. Concurrence

COMMENTS:



DESCANSO BAY

APPROXIMATE WATER LOT LEASE



BC FERRIES RAMP

WAITING ROOM

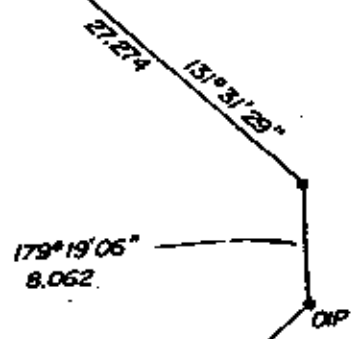
PRESENT NATURAL BOUNDARY

PARKING LOT

NATURAL BOUNDARY PLAN

GABRIOLA

ISLAND



PAGE

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REGIONAL DISTRICT OF NANAIMO		
OCT 29 2002		
CHAIR	GMC'S	
CAO	GRDS	
GRMS	SPES	
<i>Sp. Bd.</i>		
DATE:		
FILE:		

**MEMORANDUM**

**TO:** John Finnie  
General Manager of Environmental Services

**FROM:** Dennis Trudeau  
Manager of Liquid Waste

**SUBJECT:** Northern Community Sewer Local Service Area Development Cost Charge Expenditure Bylaw No.1328, 2002

October 28, 2002

3150-00

**PURPOSE**

To consider Northern Community Sewer Local Service Area Development Cost Charge Expenditure Bylaw No.1328, 2002 for the installation of higher capacity pumps for the French Creek Pollution Control Centre.

**BACKGROUND**

Higher capacity pumps are required at the Bay Avenue pumping station and the trickling filter to accommodate higher flows. They were identified as DCC projects in the 2002 budget with an estimated project cost of \$164,000. Detailed engineering has now been completed and it is estimated that \$200,000 will be required to complete these projects.

A Development Cost Charge expenditure Bylaw is required to release these funds.

**ALTERNATIVES**

1. That the "Northern Community Sewer Local Service Area Development Cost Charge Expenditure Bylaw No.1328, 2002" be introduced, given three readings and adopted.
2. That the Development Cost Charge Expenditure Bylaw proceed for \$164,000 and that the additional \$36,000 be funded by a tax increase to the Northern Community Sewer Local Service Area.
3. That the Bylaw not proceed and that taxes be increased for the Northern Community Sewer Local Service Area to complete the pump upgrades.

**FINANCIAL IMPLICATIONS**

Alternative 1

The projected cost to proceed with replacing the undersized pumps at the Bay Avenue pumping station and the trickling filter has now been estimated at \$200,000. There are sufficient funds in the overall Northern Community DCC reserve to cover the projects. If the projects are completed under-budget, unused funds will be returned to the DCC reserve fund.



**Alternative 2**

An additional \$36,000 would have to be requisitioned for the pump upgrades. This would raise the tax requisition for the Northern Community Sewer Local Service Area by 1.2 %.

**Alternative 3**

An additional \$200,000 would have to be requisitioned for the pump upgrades. This would raise the tax requisition for the Northern Community Sewer Local Service Area by 6.6 %.

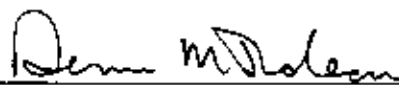
**SUMMARY/CONCLUSIONS**

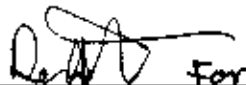
The projected cost to proceed with replacing the undersized pumps at the Bay Avenue pumping station and the trickling filter has now been estimated at \$200,000. There are sufficient funds in the overall Northern Community DCC reserve to cover the projects.

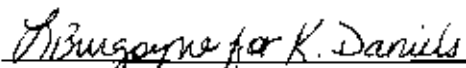
A Development Cost Charge Expenditure Bylaw is required to release the funds required for this project

**RECOMMENDATIONS**

1. That "Northern Community Sewer Local Service Area Development Cost Charge Expenditure Bylaw No.1328, 2002" be introduced and given three readings.
2. That "Northern Community Sewer Local Service Area Development Cost Charge Expenditure Bylaw No.1328, 2002" be adopted.

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

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

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1328**

**A BYLAW TO AUTHORIZE AN EXPENDITURE FROM THE  
NORTHERN COMMUNITY SEWER LOCAL SERVICE AREA  
DEVELOPMENT COST CHARGE RESERVE FUND**

WHEREAS the Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund was established under Bylaw No. 934;

AND WHEREAS it is deemed desirable to expend a portion of the Reserve fund monies for the upgrading of the Bay Avenue pump station and the trickling filter;

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

1. The sum of Two Hundred Thousand Dollars (\$200,000.00) is hereby appropriated from the Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund.
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 "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1328, 2002".

Introduced and read three times this 5th day of November, 2002.

Adopted this 5th day of November, 2002.

\_\_\_\_\_  
CHAIRPERSON

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

**PAGE**  
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REGIONAL DISTRICT OF NANAIMO		
OCT 21 2002		
CHAIR		GMDrS
CAO		GMDS
EMERGENCY		GMES

MEMORANDUM

TO: Kelly Daniels  
Chief Administrative Officer

DATE: October 21, 2002

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

FILE: 5500-22-FC-01

SUBJECT: Construction Moratorium for the French Creek Water Local Service Area (Chartwell & Sandpiper Subdivisions)

PURPOSE

To provide further information to the Board on means of implementing a construction moratorium in the Chartwell/Sandpiper area of French Creek.

BACKGROUND

In August 2002 the Committee of the Whole considered a staff report on a request from the French Creek Residents Association for a moratorium on development and construction in the Chartwell community based on concerns with water levels in the supply aquifer. Staff obtained legal advice that the authority for the Regional District to impose such a moratorium would have to be obtained from the Lieutenant Governor in Council (LGIC) and that sufficient information on the groundwater aquifer situation in the area was not available at this time to support a request to Cabinet. The Committee received the report and recommended, among other things, that a decision on seeking authority to impose a development moratorium be based on the results of a hydrogeological study in the Englishman River and French Creek watersheds and on a study to investigate additional water sources for the French Creek Water Local Service Area. At the September 2002 Board meeting, the Board supported undertaking the hydrogeological study and a study to acquire additional water for the FCWLSA. The Board also directed that staff meet further with legal counsel and the province to investigate means to implement a construction moratorium in the Chartwell/Sandpiper area.

Accordingly, staff met with legal counsel on this matter, who in turn conferred with staff from the Ministry of Community, Aboriginal & Women's Services (CAWS). Following is a summary of the legal and ministerial advice provided:

- Under section 799(1) of the Local Government Act, the LGIC may, by regulation, grant a power to a regional district. Pursuant to this authority, it is counsel's opinion that it is within the power of the LGIC to confer on the Regional District the authority to withhold building permits, notwithstanding that the Regional District may be under a legal duty to issue a building permit to an applicant who submits an application for construction that complies with the Building Bylaw of the Regional District.

PAGE

- Although the mechanism exists to acquire the authority, there is the question of whether the province would support such a grant of authority. The position of CAWS staff is that it is unlikely the province would be willing to support a request for powers to impose a development moratorium in the circumstances that exist in the Chartwell/Sandpiper area. In an extreme situation, i.e. where the consequences of not granting the power could create a serious threat to the health of residents, then the provincial interest might be strong enough to support the grant of authority.
- In this particular circumstance, however, the province's reaction to a request for the additional authority would not likely be positive since the circumstances do not indicate there is a serious threat to public health. In addition, with additional restrictions or controls on the use of water for sprinkling, there should be sufficient water available for build out of the subdivision, subject to the issue of the declining water table (which is impacted by development and water use within a much broader area, not just Chartwell).
- Further, the request for powers to impose a building permit moratorium may be perceived as granting the Regional District an extraordinary power to deny property owners a right to develop their land (as was conferred on owners of already existing development).
- If the Regional District wished to pursue this matter formally, a request could be made to the province for the authority. The request should include, among other things, a clear summary of all evidence that the Regional District has to support the declining water table, including information on the rate of decline. The insufficiency of the groundwater supply and the role of the province in contributing to development in French Creek should be explained in the request. In addition, the Regional District should consider for what period of time the power would be required and should determine precisely what additional authority it actually needs (i.e., withholding building permits, imposing water conservation measures, to what areas would the authority apply, etc.).

## ALTERNATIVES

1. Pursue the matter formally with the province by submitting a request for additional authority from the province to give the Regional District the power to withhold building permits within the Chartwell/Sandpiper area.
2. Submit a request for additional authority to withhold building permits within the French Creek area generally, including within the Breakwater service area and other areas outside the French Creek Water Local Service Area in Electoral Areas F & G that potentially may be impacting on the water supply aquifers.
3. Complete the hydrogeological study in the Englishman River and French Creek watersheds and base the decision to request the authority to impose a moratorium on the results of this study and the study to acquire an additional water source for the FCWLSA.

## ANALYSIS OF ALTERNATIVES

Alternative 1 may not provide the Regional District with the necessary means to address the expressed concerns. Besides the wells serving the French Creek Water LSA, there are other water users in the area drawing from the aquifer that affect groundwater levels. A moratorium in Chartwell/Sandpiper would not address development or the installation of additional wells in other areas such as the Breakwater service area, Area F, other parts of Area G, and environs. Further, although a moratorium in Chartwell/Sandpiper would indeed serve to limit further demand on the FCWLSA system, there is potential for about an additional 50 lots to be developed in this service area, all of which are appropriately zoned and have an expectation and right to proceed with development, as did properties that have already been developed. Additionally, a request for the authority to impose a moratorium in this area would need to be supported by information on the aquifer, the declining water table and its rate of decline.

Alternative 2 would provide a broader and more effective means to address concerns regarding impacts on the French Creek and Parksville aquifers. The extent of the area that should be considered for this alternative is not known at this time due to the lack of information on the groundwater movements and aquifer interactions in the area. Additionally, as for Alternative 1, a request for the authority to impose a moratorium in this currently undefined area would need to be supported by information on the aquifer(s), the declining water table and its rate of decline.

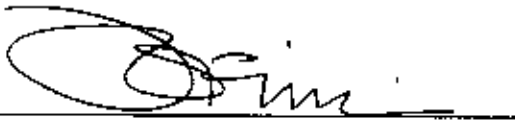
Alternative 3 would defer submission of a request for authority but it would provide the opportunity to acquire information necessary to support a request and to defend a decision to impose development restrictions. The Board should recognize that this approach might necessitate continued periodic water use restrictions in the French Creek Water LSA, particularly if we experience periods of low precipitation.

## SUMMARY/CONCLUSIONS

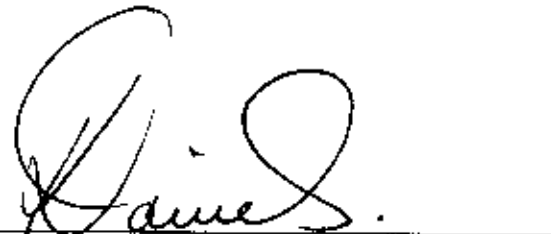
At the September 10, 2002 Board meeting, the Board directed that staff meet further with legal counsel and the province to investigate means to implement a construction moratorium in the Chartwell/Sandpiper subdivision. Staff met with counsel, who in turn conferred with staff from the Ministry of Community, Aboriginal & Women's Services. As previously reported, the authority for the Regional District to impose a construction moratorium may be granted by regulation by Cabinet. The province's response to such a request for Chartwell/Sandpiper may not be favourable unless it can be shown that there exists a serious threat to public health. Further, a request for such powers should include evidence to support concerns about a declining water table, including information on the rate of decline. The proposed hydrogeological study of the aquifers in the Englishman River and French Creek watersheds is expected to provide this and other valuable information that can be used to more effectively understand and manage the groundwater resource.

**RECOMMENDATION**

1. That this report be received for information, and
2. That the hydrogeological study in the Englishman River and French Creek watersheds be undertaken and the decision to request the authority to impose a construction moratorium in the Chartwell/Sandpiper area and/or in other areas of the Regional District that may be utilizing this area's aquifers, be based on the results of the study.



Report Writer



CAO Concurrency

COMMENTS:



REGIONAL DISTRICT OF NANAIMO	
OCT 31 2002	
CHAIR	GMCrs
CAG	GMDS
GMCms	GMES

MEMORANDUM

TO: Wayne Moorman, P.Eng. **DATE:** October 28, 2002  
 Manager of Engineering & Utilities

FROM: Natalie Cielanga, AScT **FILE:** 5500-22-FC-01  
 Engineering Technologist

SUBJECT: **French Creek Water Local Service Area  
 Water Line Looping**

PURPOSE

To provide information regarding looping the water lines in the French Creek. Water Local Service Area.

BACKGROUND

The French Creek Water Local Service Area (FCWLSA) is supplied by groundwater that is high in naturally occurring iron and manganese. Iron and manganese are not a health issue but rather a nuisance in household water. Some of the nuisances caused by iron and manganese are taste and odour, suspended solids and staining of fixtures and laundry. Iron and manganese precipitate also has a tendency to concentrate in water lines, especially in areas of low flow. In the French Creek water system there are several dead-end lines in cul-de-sacs, which are areas that experience low flows. Designing and constructing dead-end water lines is acceptable practice. However, in the situation of high concentrations of iron and manganese in the supply, looping of systems may improve water quality by reducing stagnation in the lines and accumulation of precipitate.

At the September 6, 2002 Board Meeting, the Board directed staff to prepare a report on the possibility of improving water quality in the cul-de-sacs by looping the water lines. Accordingly, a cost estimate has been prepared to loop all of the existing dead-end lines in the French Creek water system in order to potentially reduce problems associated with iron and manganese buildup. Looping the water lines may improve water quality but may negatively impact fire flows. The existing dead-end lines are 200mm, 150mm and 100mm diameter and unless all 150mm and 100mm lines are removed and replaced with 200mm lines the fire flows may be compromised. The cost estimate provided does not include replacing the 150mm and 100mm lines. The looping costs are based on looping within the cul-de-sac, not through to adjacent streets, which would be more desirable but would necessitate the acquisition of Right of Ways and excavation through private property.

Staff is completing a pre-design report on the sizing, layout and cost to provide a new reservoir and distribution pumphouse and are investigating an alternative groundwater supply for the FCWLSA. The installation of a new larger reservoir will provide more retention for settlement of iron and manganese, which should improve water quality. Further, if secured, a new water supply may be of better raw water quality. These changes alone may improve water quality without looping the watermains.

## ALTERNATIVES

1. Do not proceed with looping the existing water lines.
2. Proceed with looping the existing water lines.

## FINANCIAL IMPLICATIONS

The cost for looping all of the dead-end lines in French Creek is estimated at \$271,178, which is \$437 per parcel. The number of dead-end lines in Chartwell is significantly higher than the number of dead-end lines in Sandpiper therefore the costs for Chartwell and Sandpiper have been identified separately.

	Total Cost	No. of parcels	Cost per parcel
French Creek	\$271,178	711	\$437
Chartwell	\$217,728	465	\$468
Sandpiper	\$ 53,450	246	\$217

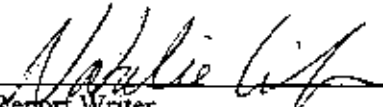
These costs may be recovered through a one-time increase in parcel taxes or by a referendum for a borrowing bylaw. The \$437 per parcel cost assumes all residents in the Chartwell/Sandpiper subdivision contribute to the looping project, not just properties that are on cul-de-sacs.

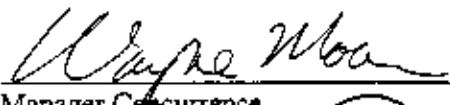
## SUMMARY/CONCLUSIONS

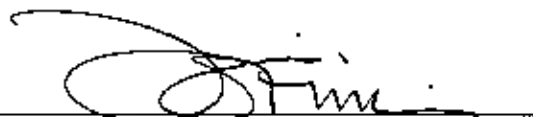
A cost estimate has been prepared to loop the dead-end water lines in the FCWLSA. The cost per parcel to loop the existing cul-de-sac lines (but not to replace the existing smaller diameter lines in the cul-de-sacs) is estimated to be \$437. This cost would apply to all parcels in the Chartwell/Sandpiper subdivision, not just the properties located on cul-de-sacs. If undertaken, the looping should improve operation of the system and reduce sedimentation in the lines but at a cost that perhaps not all residents would support. Since the reservoir and pump house upgrades and the alternative groundwater supply study are proceeding, and the results of these initiatives would improve water quality without looping the water lines, staff recommend that they be completed first and the need to loop the waterlines be reassessed at that time.

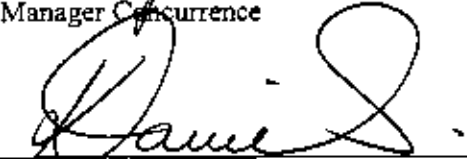
## RECOMMENDATION

1. That this report be received for information.
2. That staff continue with the alternative groundwater supply study and report back to the Board.

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

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

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

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:



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

**DATE:** October 28, 2002

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

**FILE:** 5500-22-SP-01

**SUBJECT:** Utilities  
San Pareil Water Supply Local Service Area  
Amendment to Rates and Regulation ByLaw No. 1172

**PROBLEM**

Due to significant lower than average water consumption in the San Pareil Water Local Service Area in 2002, revenues are lower than projected. The current parcel tax/user rate structures will not sustain the required operating budget in 2003

**BACKGROUND**

The current rates and regulation bylaw for the San Pareil Water Supply Local Service Area, Bylaw 1172.01, was adopted in February 2002. The initial billing for 2002 was a flat rate for January 2002 to May 15, 2002 and the second billing for the period of May 15 to September 15 was a metered rate based on a five step, inclined block rate structure. The flat rate charged for the first part of 2002 was based on the previous flat rates for 2000 and 2001, and was \$203.95. The summer (May 15 to September 15) rate structure was based on summer 2001 water records, which showed the average water consumption in San Pareil for this period to be 1.79 m<sup>3</sup>/day/residence (394 l/gpd). Prior to 2002 the revenue collected for San Pareil was based on a parcel tax and two flat rate billings per year for a total annual cost per parcel of about \$541.00 (excluding 10% early payment discount).

To establish the rates in the current bylaw, revenue for 2002 was forecast as follows:

- January to May flat rate billing for 264 connections: total \$53,843.00.
- May to September summer billing for 264 connections based on average consumption in 2001: projected total \$57,317.00.
- Total billing for 2002 was estimated at \$111,160.00.

Prior to summer 2002, staff informed the residents of the pending 5 step metered rate structure and that metered water rates would be implemented (consistent with all water systems owned by the RDN).

In September of 2002 staff read the water meters in San Pareil. The average water consumption for the summer of 2002 was down 33% from the previous summer, from an average of 1.79 m<sup>3</sup>/d to 1.19 m<sup>3</sup>/d. This drop in average water consumption reduced the summer revenue from an anticipated \$57,317.00 to \$28,928.00.

To ensure adequate revenue in 2003 the parcel tax and user rates must be adjusted accordingly. Staff has reviewed the 2002 data and the 2003 provisional operating budget and is recommending a revision to the parcel tax and to the user rates to balance the 2003 budget. Consideration can be given to reducing parcel taxes and user rates in future budgets if revenues prove sufficient to support the budget.

Total revenue for San Pareil in 2003 is estimated at just over \$165,000.00, comprised of parcel taxes, user fees and surplus from the previous year. Initially, parcel taxes were projected at just over \$40,000 with user fees in the order of \$113,000.00 and surplus at just over \$12,000.00. It is now apparent that user fees in 2003 will not reach the projection. Based on estimated user rates for the fall 2002 to spring 2003 and the summer 2003 billing periods (assuming similar water consumption as in the summer 2002), a shortfall in revenue is projected. Factors contributing to this revenue shortfall are the residents' water conservation practices and in some cases possibly the use of private wells for irrigation. Although the San Pareil residents' reduced water consumption is a significant contribution to water conservation and protection of the resource, there is a minimum revenue level for the system that must be sustained through taxes and user fees.

### ALTERNATIVES

1. Amend Bylaw 1172.02 as recommended and adjust the 2003 provisional budget to reflect a water local service area parcel tax for San Pareil of \$210 per parcel.
2. Provide alternative direction to increase revenues for 2003.

### FINANCIAL IMPLICATIONS

The 2002 San Pareil parcel tax was \$136.00 and user rates were as follows:

- Up to 1m<sup>3</sup>/day \$0.55/m<sup>3</sup>
- 1 to 2 m<sup>3</sup>/day \$1.10/m<sup>3</sup>
- 2 to 3 m<sup>3</sup>/day \$1.65/m<sup>3</sup>
- 3 to 4 m<sup>3</sup>/day 2.20/m<sup>3</sup>
- over 4m<sup>3</sup>/day 2.75/m<sup>3</sup>

In 2003, staff proposes to adjust the parcel tax to \$210.00 and the user rates as follows:

From September 15, 2002 to May 15, 2003 (8 months):

- Flat rate of \$22.00/month, or \$176.00 for the period

From May 15, 2003 to September 15, 2003 (4 months):

- Up to 1m<sup>3</sup>/day \$1.25/m<sup>3</sup>
- 1 to 2m<sup>3</sup>/day \$2.50/m<sup>3</sup>
- 2 to 3m<sup>3</sup>/day \$3.60/m<sup>3</sup>
- 3 to 4m<sup>3</sup>/day \$4.70/m<sup>3</sup>
- over 4m<sup>3</sup>/day \$5.80/m<sup>3</sup>
- minimum rate for this period is \$22.00/month or \$88.00

So in 2003, a home in San Pareil with average water consumption will pay a parcel tax of \$210.00, a flat water rate of \$176.00 (less 10% if paid early) and an estimated metered rate of \$207.00 (based on summer of 2002 @ 1.19m<sup>3</sup>/day and less 10% if paid early). When early payment credits are considered, an average home in San Pareil in 2003 will pay approximately \$553.00, compared to about \$501.00 prior to the introduction of metered rates.

For comparative purposes, in the "November 20, 1999 Information Package" leading up to the San Pareil Water Referendum, the following information was provided to residents:

	Year 2000	Year 2001	Year 2002	Year 2003
Estimated Parcel Tax	\$119	\$136	\$157	\$186
Estimated User Fee	<u>\$367</u>	<u>\$367</u>	<u>\$367</u>	<u>\$367</u>
Total/connection	\$486	\$503	\$524	\$553

With the proposed parcel tax and user rates for 2003 estimated at \$553.00, the total fee for 2003 will be as forecast in the 1999 literature. If and as future improvements to the system are required, parcel taxes may have to be adjusted further.

Revenue for the water system is collected through parcel taxes and user fees. In 2003 total revenue from parcel taxes and user fees for the San Pareil Water Local Service Area must be in the order of \$153,000.00. To achieve this, parcel taxes in 2003 should be increased to \$210.00/parcel and user fees adjusted according to Bylaw 1172.02.

Total revenue collected in 2003 from parcel tax will be \$60,480.00 and water revenue (after discounts and based on average water consumption) will be \$92,600.00 for a total of about \$153,000.00. This revenue should be sufficient to sustain the 2003 San Pareil budget.

#### **CITIZENS/PUBLIC RELATIONS IMPLICATIONS**

Parcel taxes and user fees in 2003 must increase. If the report recommendations are accepted, the total cost per connected property will be approximately \$553.00 (an average water user and applying the 10% early payment discount). Although this will constitute an increase in total fees compared to previous years, the fee compares to the year 2003 figure of \$553.00 quoted to the residents in literature distributed prior to the referendum.

Staff proposes to meet with the San Pareil Owners and Residents Association executive to discuss the necessity of the parcel tax and user fee increases, and coordinate with the executive an information bulletin or meeting to provide the relevant information to San Pareil residents.

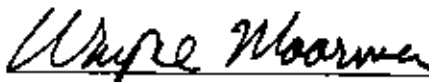
## SUMMARY/CONCLUSIONS

Water consumption in San Pareil in the summer of 2002 was considerably lower than for the same period in 2001. User rate revenue in 2002 is therefore reduced by about \$28,000.00. It is anticipated that water consumption and water revenue may be lower than expected in 2003 and therefore total revenue for 2003 must be generated with increased parcel taxes and user rates. In 2003 parcel taxes should be raised to \$210.00/parcel and user rates increased according to recommended Bylaw 1172.02. Total revenue necessary in 2003 to sustain the San Pareil budget is estimated at \$153,000.00. With the increased parcel taxes and user rates staff forecast total revenue to be just over \$153,000.00.

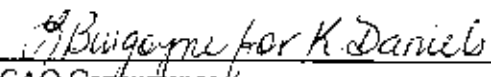
Total cost per connected parcel in San Pareil in 2003 (average use) will be approximately \$553.00. Although this is an increase of \$155 per parcel over 2002, the increase compares with the information circulated in the 1999 Referendum Information package, which projected 2003 parcel taxes and user fees to be \$553.00/parcel.

## RECOMMENDATION

1. **That** "San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.02, 2002" be introduced and read three times.
2. **That** "San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.02, 2002" be adopted.
3. **That** the 2003 provisional budget be adjusted to reflect a San Pareil Water Local Service Area parcel tax of \$210 per parcel.

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

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

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1172.02**

**A BYLAW TO AMEND REGIONAL DISTRICT  
OF NANAIMO SAN PAREIL WATER SUPPLY  
LOCAL SERVICE AREA RATES AND  
REGULATIONS BYLAW NO. 1172, 1999**

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

1. Schedule 'A' of Bylaw No. 1172.01, 2002 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 San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.02, 2002".

Introduced and read three times this 5th day of November, 2002.

Adopted this 5th day of November, 2002.

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES

**PAGE**

69

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
General Manager, Corporate Services

## SAN PAREIL WATER USER RATES

### Part I

#### Domestic Water Rates

- (a) Where a Consumer Supply Line serves a single dwelling unit:

For the first 1.00 cubic meters per day, \$1.25 per cubic meter or imperial gallon equivalent.  
From 1.01 to 2.0 cubic meters per day, \$2.50 per cubic meter or imperial gallon equivalent.  
From 2.01 to 3.00 cubic meters per day, \$3.60 per cubic meter or imperial gallon equivalent.  
From 3.01 to 4.00 cubic meters per day, \$4.70 per cubic meter or imperial gallon equivalent.  
Over 4.01 cubic meters per day, \$5.80 per cubic meter or imperial gallon equivalent.

- (b) Apartments, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:

For the first 1.00 cubic meters per day, \$1.25 per cubic meter or imperial gallon equivalent.  
From 1.01 to 2.0 cubic meters per day, \$2.50 per cubic meter or imperial gallon equivalent.  
From 2.01 to 3.00 cubic meters per day, \$3.60 per cubic meter or imperial gallon equivalent.  
From 3.01 to 4.00 cubic meters per day, \$4.70 per cubic meter or imperial gallon equivalent.  
Over 4.01 cubic meters per day, \$5.80 per cubic meter or imperial gallon equivalent.

- (c) Minimum rate per billing period per unit shall be.

\$176.00 for the first billing period in 2003.

thereafter, the minimum shall be \$22.00 per month (30 days).

### Part II

#### Connection Charges

- |     |                                 |    |        |
|-----|---------------------------------|----|--------|
| (a) | To existing service connections | \$ | 250.00 |
| (b) | To new service connections      | \$ | 750.00 |

### Part III

#### Reconnection to Any Water Service

- |  |                                     |    |        |
|--|-------------------------------------|----|--------|
|  | Disconnected pursuant to this bylaw | \$ | 100.00 |
|--|-------------------------------------|----|--------|

OCT 25 2002

**MEMORANDUM**

CHAIR		GMCrs	
CAO		GMDS	
GMCS		GMES	

**TO:** C. Mason  
General Manager, Corporate Services

**DATE:** October 17, 2002

**FROM:** N. Avery  
Manager, Financial Services

**FILE:**

**SUBJECT: Banking services recommendation**

**PURPOSE:**

To report on the results of a request for proposal call for banking services and to recommend a successful proponent.

**BACKGROUND:**

The Regional District of Nanaimo currently uses the Royal Bank as its provider of banking and supplementary financial services. The existing arrangements expire on December 31<sup>st</sup>, 2002 and a request for proposal call was initiated this summer. All the major banks and credit unions were solicited directly.

The intent of the proposal call was to obtain a suite of financial services at the least net cost to the Regional District, as well as to ensure that the financial institution was capable of maintaining and enhancing electronic banking opportunities for Regional District customers and departmental staff. For instance, the Regional District now receives an electronic file of customer payments, which can be uploaded directly to our financial software, thereby eliminating staff time for manual data entry of these items. Approximately 50% of annual bill payments are handled in this manner.

The Royal Bank and the Bank of Nova Scotia were the only financial institutions to submit proposals.

**ALTERNATIVES:**

1. Award a five year contract for banking services to the Royal Bank of Canada as the least cost proponent.
2. Make no award and initiate another call for proposal under alternative criteria.

**FINANCIAL IMPLICATIONS:**

Alternative 1

Both proponents offer a comprehensive range of comparable banking services and are capable of maintaining the electronic customer payment interface described above. Staff are quite satisfied with the services and products offered by the Royal Bank. On an overall basis the Royal Bank offers the least net cost for a combination of services and interest paying arrangements.

It is worth commenting that prior to this proposal call, banking services for municipal organizations our size were generally offered at no cost. This is no longer the case. Both the Royal Bank and the Bank of Nova Scotia propose fees for services. Information regarding specific rates and charges is protected under Freedom of Information regulations as requested by the proponent. Accordingly a confidential summary of the proposed costs is enclosed under separate cover.

Summary of Proposal Components	Royal Bank	Bank of Nova Scotia
Total fees	\$ 27,732	\$ 20,205
Interest on account balances	(\$335,827)	(\$323,728)
Net highest return	(\$308,905)	(\$303,523)

Alternative 2


Two valid proposals have been received and there are no valid reasons not to make a choice between the two proposals.

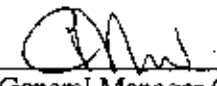
**SUMMARY/CONCLUSIONS:**

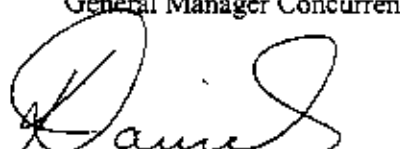
The Regional District's current banking arrangements expire on December 31<sup>st</sup>, 2002. The Royal Bank of Canada and the Bank of Nova Scotia were the only respondents to a request for proposal. Both proponents offer a comprehensive range of comparable banking services and products and are capable of maintaining the electronic customer payment interfaces, which have been customized for the Regional District. On an overall basis the Royal Bank offers the least net cost for a combination of services and interest paying arrangements. Staff are satisfied with the range of products and services, which have been provided, to date by the Royal Bank and accordingly recommend awarding the Royal Bank a five year contract for banking services.

**RECOMMENDATION:**

That the Royal Bank be awarded a five year contract for banking services as outlined in their proposal submitted August 2002.

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

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

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

**COMMENTS:**





REGIONAL DISTRICT OF NANAIMO	
OCT 30 2002	
CHAIR	CMCrs
CAG	GMDS
	GMES
Sp Bid	
FILE:	

**MEMORANDUM**

**TO:** N. Avery  
Manager of Financial Services

**DATE:** October 25, 2002

**FROM:** W. Thexton  
Senior Accountant

**SUBJECT:** Operating Results to September 30, 2002

**PURPOSE**

To present a summary of the operating results for the period ending September 30th, 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 September 30, 2002 and is 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 75% of the budgeted amounts for the year. The actual results show revenues at 81% and expenditures at 68% of budget. Revenues are ahead of target because user fees for the year have now been billed and building permit fees are higher than anticipated. Expenditures typically vary considerably throughout the year, with some significant costs, particularly capital expenses and professional fees, often paid later in the fiscal period. Such costs may be committed or in progress but not paid until later in the year.

On an overall basis the attached statement shows that wages (76%), administration costs (73%), and debt financing costs (75%) are approximately equal to the benchmark percentage. Professional fees (44%), building operations and maintenance (42%) and capital expenditures (28%) are lower due to either the timing issues noted above or to projects being carried forward to the next year.

*Corporate Services*

Overall Corporate Services budgets are within the expected range for revenues and expenditures. Grant and operating revenues are at 73% of budget. Community grants (47%) are low in part because the Gabriola Island Library lease grant has not yet been paid out. Professional fees (16%) and building operations and maintenance (18%) are below the 75% benchmark due to timing. For example, certain expenses related to the administration building renovation have not yet been incurred. Transfers to the reserve fund (103%) have been completed for the year. The Nanoose Bay Fire Protection function transferred an additional \$5,000 to reserves from the proceeds of a sale of a fire truck. Total expenses for Corporate Services to date are 70% of budget.

### *Community Services*

Overall Community Services budgets are within the expected range for revenues (77%) and expenditures (75%). Overall operating and grant revenues for Transit are 77% of budget, while those for the D69 Arena, D69 Recreation Coordination and the Ravensong Aquatic Center are 68%, 93% and 78% respectively.

Capital expenditures (22%) are low to this point pending the completion of Regional Park trail and bridge projects. As reported in the last edition of the Regional Perspectives, the Arrowsmith Trail and Haslam Creek bridge projects will be completed this year. These two projects are budgeted at \$121,000. Some Community Parks capital initiatives are on hold pending grant funding from other levels of government or outside sources. Certain capital items are budgeted to be completed over two years with funds to be carried forward to 2003. These include the steam room and sauna for the aquatic center (total \$100,000; 2002 \$56,500). The arena roofing and humidifier projects have been deferred due to the pending move to a new facility next year. Approximately \$13,000 of the community and youth program grants (57%) budget is expected to be carried over to the next year. Transfers to other agencies (98%) are recorded for the year. Professional fees (80%) are higher than the benchmark due mostly to work related to the Growth Management Plan review and the multiplex referendum being complete at this date.

### *Development Services*

Development Services revenues (94%) are higher than budget expectations, partly as a result of receiving certain planning grants earlier in the year and better than anticipated Building Inspection permit fees (129%), Planning permit fees (143%) and subdivision application fees (190%). These are well above budget due to increased construction levels in the Regional District. Permit activity is continuing at a higher than normal pace.

Total expenses for Development Services to date are 64% of budget, with professional fees (44%), equipment operating (27%) and capital expenditures (46%) lower than the benchmark due to timing. Vehicle operations and maintenance expenses (92%) are high because vehicle insurance has been paid for the full year.

### *Environmental Services*

Overall operating/grant revenues are at 84% of budget for Environmental Services. Year to date revenues now include substantially all of the 2002 billings for sewer, water, garbage collection and recycling services. Solid waste tipping fee revenue is a healthy 80% of budget. Wastewater treatment septage receiving fees are at 99% of budget for the Southern Community and 59% for the Northern Community. Septage fee revenues at the French Creek treatment plant are forecast at \$174,000 versus the budget expectation of \$220,000. Monthly revenues appear to have stabilized at an average of \$15,000 and the 2003 provisional budget reflects this lower expectation.

Total expenses for Environmental Services are 62% of budget with professional fees (48%), vehicle operations and maintenance (52%) and building operations and maintenance (40%) lower than the 75% benchmark, once again due to timing. Capital costs (24%) are also low, in large part due to the Southern Community wastewater treatment plant projects. It is expected that approximately half of this budget will need to be carried over for completion in 2003.


**SUMMARY/CONCLUSIONS**

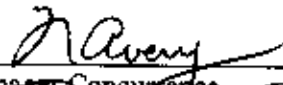
The attached summary includes operating activities recorded up to September 30, 2002. Overall, the Regional District has collected 81% of total budgeted revenues, including 80% of grants and operating revenues, and has incurred 68% of the annual budgeted expenditures. The lower expenditures reflect the fact that some budgeted professional fees and capital expenditures will either be paid later in the year or deferred until next year.

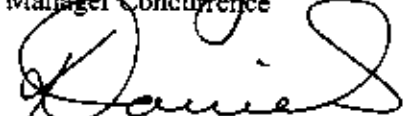
**RECOMMENDATION**

That the summary report of financial results from operations to September 30, 2002 be received for information.

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

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

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

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

COMMENTS:



GENERAL REVENUE FUND  
SEPTEMBER 30, 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
<b>REVENUES</b>															
TAX REQUISITION	\$2,717,181	\$3,822,894	75%	\$4,842,054	\$6,456,047	75%	\$864,012	\$1,151,985	75%	\$6,929,019	\$9,238,678	75%	\$15,352,266	\$20,469,604	75%
GRANTS/OPERATING/OTHER	1,562,892	2,148,405	73%	\$5,876,496	\$7,829,019	75%	831,058	710,500	117%	7,206,689	8,543,498	84%	\$15,477,135	\$19,231,422	80%
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%	\$5,850,052	\$5,859,921	100%
<b>TOTAL REVENUES</b>	5,258,030	6,748,245	78%	11,807,164	15,373,656	77%	2,506,372	2,673,775	94%	17,147,897	20,794,271	82%	36,719,463	45,590,947	81%
<b>EXPENSES</b>															
ADMINISTRATION	\$376,605	\$587,915	64%	\$1,284,670	\$1,557,950	77%	\$219,579	\$337,840	65%	\$743,956	\$992,725	75%	\$2,624,810	\$3,576,430	73%
COMMUNITY GRANTS	31,385	88,197	47%	56,200	97,740	57%	0	0	0	0	0	0	\$87,585	\$163,937	53%
LEGISLATIVE	133,569	246,585	54%	0	0	0	0	0	0	0	0	0	\$133,569	\$246,585	54%
PROFESSIONAL FEES	49,944	311,240	16%	132,144	165,030	80%	156,804	355,255	44%	271,096	564,950	48%	\$609,988	\$1,396,485	44%
BUILDING OPS & MAINT	68,674	378,255	18%	284,626	431,985	61%	27,974	42,000	67%	141,346	355,781	40%	\$502,620	\$1,208,021	42%
VEH & EQUIP OPS & MAINT	69,711	87,511	80%	1,481,237	1,878,110	79%	16,015	17,400	92%	512,534	991,425	52%	\$2,079,497	\$2,974,446	70%
EQUIP OPS & MAINT	42,949	68,360	63%	35,645	57,032	63%	3,767	13,780	27%	0	0	0	\$82,361	\$139,172	59%
OTHER OPERATING COSTS	10,338	17,305	60%	323,722	366,450	88%	70,052	120,810	58%	0	0	0	\$404,112	\$504,565	80%
WAGES & BENEFITS	1,050,868	1,446,716	73%	5,831,253	7,423,763	79%	972,886	1,363,248	70%	2,551,738	3,389,059	75%	\$10,406,543	\$13,636,786	76%
OPERATIONAL COSTS	0	0	0	0	0	0	0	0	0	0	0	0	\$3,928,184	\$6,070,019	65%
PROGRAM COSTS	0	0	0	128,490	213,471	60%	0	0	0	0	0	0	\$128,490	\$213,471	60%
CAPITAL EXPENDITURES	288,043	438,275	68%	180,785	815,450	22%	41,437	89,750	46%	790,351	3,260,587	24%	\$1,309,616	\$4,604,062	28%
DEBT FINANCING-INTEREST	2,925	3,900	75%	253,347	353,370	72%	0	0	0	1,348,946	1,789,315	75%	\$1,505,218	\$2,146,585	75%
DEBT FINANCING-PRINCIPAL	1,359	1,815	75%	103,149	137,535	75%	0	0	0	1,002,762	1,337,025	75%	\$1,107,270	\$1,476,375	75%
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	158,126	152,126	103%	0	241,500	0	0	0	0	890,600	897,320	99%	\$1,046,726	\$1,250,946	81%
CONTR. FROM RESERVE FUND	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$0	0
TFR TO OTHER GOVT/AGENCIES	2,053,781	2,400,726	86%	983,287	1,008,787	98%	0	0	0	0	0	0	\$3,047,068	\$3,409,513	89%
<b>TOTAL EXPENDITURES</b>	\$4,336,275	\$6,206,926	70%	\$11,068,555	\$14,848,173	75%	\$1,508,314	\$2,360,083	64%	\$12,181,523	\$19,642,216	62%	\$29,094,657	\$43,057,398	68%
<b>OPERATING SURPLUS (DEFICIT)</b>	\$921,755	\$542,319		\$738,609	\$525,483		\$998,058	\$313,692		\$4,966,374	\$1,152,055		\$7,624,796	\$2,533,549	



REGIONAL DISTRICT OF NANAIMO	
OCT 31 2002	
CHAIR	GMCRS
CAO	GMDS
CMO	GMES

**MEMORANDUM**

**TO:** Kelly Daniels  
Chief Administrative Officer

**FROM:** Neil Cornelly  
General Manager, Community Services

**SUBJECT:** Regional Parks Budget Reduction Scenarios

*J. B. Daniels*  
**DATE:** October 28, 2002

**FILE:**

**PURPOSE**

To provide information on alternative scenarios and municipal and electoral area impacts for a regional parks budget tax requisition reduction.

**BACKGROUND**

At the October 22, 2002 Committee of the Whole meeting, the following resolution was passed:

- THAT the Regional Parks requisition be reduced from \$400,000 to \$350,000, to be phased back in to \$400,000 in 2004.*
- THAT this item be referred to staff and a report prepared for the Board which reflects the effect of this budget reduction on all electoral areas and municipalities.*

The March 13, 2001 Regional Parks Services Agreement indicates that the annual costs of operation and maintenance of regional parks shall be shared on a proportionate basis (based on population) among Nanaimo, Parksville, Qualicum Beach and each Electoral Area. It further specifies that the Regional District shall consult with the Municipalities with respect to the planning and coordination of future regional parks and trails acquisition and development.

As part of the Regional Services Review discussions, the regional parks funding approach provided for the electoral areas to maintain and fund a parks acquisition program. The municipalities would play a role in assisting with the operational and maintenance costs of the regional parks system.

One alternative is to maintain that funding approach in 2003 as has been reflected in the proposed 2003 provisional budget.

Two other alternative funding scenarios have been developed that would reduce the requisition and impact the funding allocation between the electoral areas and the municipalities.

**ALTERNATIVES**

1. That the proposed \$400,000 requisition for regional parks be retained with the municipalities and electoral areas sharing operational costs and the electoral areas covering reserve or acquisition costs.

The proposed 2003 provisional budget provides for a \$400,000 requisition that has \$250,000 to support operational activities and \$150,000 for acquisition obligations in 2003 and future initiatives.

2. Reduce the requisition by \$50,000 to \$350,000 with a \$250,000 operations budget and a \$100,000 acquisition budget to reduce the electoral areas contribution to the function.
3. Reduce the requisition by \$50,000 in proportion to the 2003 proposed provisional budget allocation between operations and acquisitions.

This would result in reduced contributions from both the municipalities and the electoral areas. It would also require that certain proposed activities in the operating side of the budget for 2003 to support park and trail planning and development and the two campground businesses be deleted to reflect the reduction from \$250,000 to \$216,667. Otherwise the budget would have a \$20,273 deficit.

### FINANCIAL IMPLICATIONS

A chart of the proposed and alternative budget scenarios with the jurisdictional impacts is outlined below:

#### Regional Parks 2003 Alternative Budget Scenarios

	2003 Provisional ALTERNATIVE 1	Cost per \$100,000	2003 ALTERNATIVE 2	Cost per \$100,000	2003 ALTERNATIVE 3	Cost per \$100,000
	Proposed		Reduce Acquisition by \$50,000		Reduce requisition by \$50,000 in proportion to 2003 proposed	
Operations	250,000		250,000		216,667	
Acquisition	150,000		100,000		133,333	
	400,000		350,000		350,000	
City of Nanaimo	143,683		143,683		124,525	
City of Parksville	20,318		20,318		17,609	
Town of Qualicum Beach	13,636		13,636		11,818	
Electoral Area A	35,278	7.40	27,871	5.90	31,068	6.60
Electoral Area B	22,784	4.80	17,496	3.70	20,099	4.20
Electoral Area C	13,314	2.80	9,641	2.00	11,784	2.50
Electoral Area D	27,266	6.40	21,368	5.00	24,023	5.70
Electoral Area E	31,788	4.70	24,354	3.60	28,045	4.10
Electoral Area F	31,057	6.50	24,344	5.10	27,364	5.70
Electoral Area G	40,020	6.20	31,299	4.90	35,285	5.55
	400,000		350,000		350,000	
<b>OPERATING SURPLUS (DEFICIT)</b>	13,060		13,060		(20,273)	

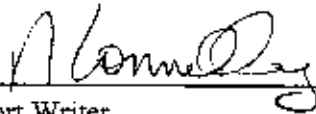
**SUMMARY**

Alternative funding scenarios for the regional parks function have been developed. One provides for a \$400,000 requisition with funding for operations shared between the electoral areas and the municipalities and funding for acquisitions handled by the electoral areas. The other two alternatives provide for a reduction of the requisition to \$350,000 with one having \$50,000 less funding to acquisitions that provides a savings to the electoral areas. The third alternative redistributes the savings from the \$50,000 reduction between the municipalities and the electoral areas in proportion to the budget split between operations and acquisitions.

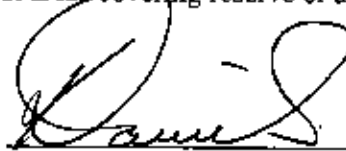
Based on the Regional Parks Service Agreement and the administrative understanding of the funding approach, which was discussed at this time of the Regional Services Review, staff are recommending Alternative 1.

**RECOMMENDATION**

That the proposed \$400,000 requisition for regional parks in 2003 be retained with the municipalities and electoral areas sharing operational costs and the electoral areas covering reserve or acquisition costs.



Report Writer



CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO	
OCT 29 2002	
CHAIR	GMCFS
CAO	GMDS
GMCMS	GMES
<i>[Signature]</i>	

MEMORANDUM

**TO:** C. Mason  
General Manager, Corporate Services

**FROM:** N. Avery  
Manager, Financial Services

**SUBJECT:** Multiplex financing and 2003 budget

**DATE:** October 28, 2002

**FILE:**

**PURPOSE:**

To report on the effect of using 2003 property taxes for the multiplex to reduce the amount required under long term borrowing.

**BACKGROUND:**

The proposed 2003 budget for the District 69 Arena function provides for \$160,400 for interim financing costs and \$70,175 for debt issuing costs related to the multiplex. Staff anticipate completing a spring 2004 borrowing which would require that a further \$70,175 for debt issuing costs and a full year's debt payment of about \$694,000 be included in the 2004 budget.

The Board has asked for information on two questions regarding the timing of raising taxes for the multiplex debt:

1. What savings would accrue if additional taxes were raised in 2003, and the funds were applied to cover project costs in 2003. (i.e. do not borrow the equivalent amount)
2. What effect would there be on the term of the debt if taxes were raised at the \$17.69/\$100,000 rate based on using 2003 taxes to cover some of the project costs.

**ALTERNATIVES:**

1. Make no changes to the 2003 Provisional budget which raises \$710,265 and provides for borrowing \$8,120,000 in 2004 for a period of 25 years. The 2003 cost for this option is estimated at \$5.70 per \$100,000. The cost after 2003 is estimated at \$16.90 per \$100,000.
2. Increase the 2003 tax requisition to \$962,030 to allow approximately \$482,000 to be applied against the multiplex costs and borrow the remainder over 25 years. The 2003 cost for this option is estimated at \$12.00 per \$100,000. The cost after 2003 for this option is estimated at \$15.90 per \$100,000.



3. Increase the 2003 tax requisition to **\$1,200,000** to allow approximately \$694,000 to be applied against the multiplex costs and borrow the remainder over **25 years**. The 2003 cost for this option is estimated at \$17.20 per \$100,000. The cost after 2003 for this option is estimated at \$15.50 per \$100,000.
4. Increase the 2003 tax requisition to **\$962,030** to allow approximately \$482,000 to be applied against the multiplex costs and borrow the remainder over **20 years**. The 2003 cost for this option is estimated at \$12.00 per \$100,000. The cost after 2003 for this option is estimated at \$17.70 per \$100,000.
5. Increase the 2003 tax requisition to **\$1,200,000** to allow approximately \$694,000 to be applied against the multiplex costs and borrow the remainder over **20 years**. The 2003 cost for this option is estimated at \$17.20 per \$100,000. The cost after 2003 for this option is estimated at \$17.20 per \$100,000.

**FINANCIAL IMPLICATIONS:**

In response to the first question, staff at the October 15<sup>th</sup> budget meeting staff outlined the following:

2003 Taxes Raised	Amount to Borrow	Savings over 25 years	2003 Tax cost per \$100,000
\$ 710,265	\$8,120,000	N/A	\$ 5.70
\$ 962,030	\$7,634,660	\$563,297	\$12.00
\$1,200,000	\$7,426,165	\$762,394	\$17.20

In response to the second question staff have confirmed that by reducing the amount borrowed, it is possible to reduce the term of the repayment from 25 years to 20 years at about the same cost as originally forecast during the multiplex referendum. Staff notes that with 2002 assessment information in hand, the current tax cost per \$100,000 for the multiplex debt is estimated at \$16.90 versus the \$17.69 forecast during the referendum. The impacts of borrowing over a 20 year period are shown in the table below:

Amount to Borrow	Annual Cost for 20 year debt	Additional annual cost versus same 25 year debt	Total savings versus 25 year debt	Tax cost per \$100,000 for 20 year debt (reference point is \$17.69)
\$8,120,000	\$757,130	\$75,436	\$1,899,755	\$18.80
\$7,634,660	\$711,875	\$70,930	\$1,786,205	\$17.70
\$7,426,165	\$692,435	\$68,990	\$1,737,423	\$17.20

The table above shows that while the annual cost for a 20 year debt repayment would be as much as \$75,430 higher than a 25 year debt repayment, much of the additional cost is absorbed by new construction and market related assessment growth. Substantial savings can be achieved by reducing the debt from 25 years to 20 years regardless of the amount borrowed.


On a slightly conservative note, fixing the long term debt payment at the maximum tax rate available reduces budget room, which might otherwise be available to fund alternative service levels for the multiplex operations.


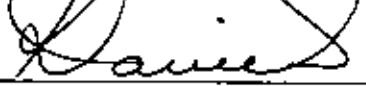
**SUMMARY/CONCLUSIONS:**

The Board requested information regarding the effects of raising a full years property taxes for the new multiplex with an eye to subsequently reducing both the total amount borrowed and the final term for the long term debt. This report outlines the savings that would be achieved either by borrowing less or by shortening the term of the debt. The referendum question regarding borrowing for the multiplex sought elector assent to borrow \$8,120,000 over a 25 year term - this is the approval given through the referendum result. Staff accordingly recommend no changes to the provisional budget as presented.

**RECOMMENDATION:**

That the District 69 Arena 2003 provisional budget which raises \$710,265 and provides for borrowing \$8,120,000 in 2004 for a period of 25 years be approved.

  
Report Writer

  
General Manager Concurrence  
  
C.A.O. Concurrence

**COMMENTS:**



REGIONAL DISTRICT OF NANAIMO	
OCT 30 2002	
CYAIR	GMCRS
CAG	GMDS
GISCRS	SMES
<i>S. B. B. B.</i>	

**MEMORANDUM**

**TO:** C. Mason  
General Manager, Corporate Services

**DATE:** October 29, 2002

**FROM:** N. Avery  
Manager, Financial Services

**FILE:**

**SUBJECT:** Adoption of the 2003 Provisional Budget

**PURPOSE:**

To introduce for three readings and adoption "Regional District of Nanaimo 2003 Provisional Budget Bylaw No. 1327, 2002".

**BACKGROUND:**

The Board has received staff presentations of the 2003 Provisional budget over the course of two meetings schedule on October 15<sup>th</sup> and October 22<sup>nd</sup>, 2002. The following amendments have been recommended to date:

1. Reduction in tax requisition for Area E Community Park from \$85,000 to \$50,000
2. Reduction in tax requisition and community grant funds in D69 Recreation Coordination budget of \$40,000
3. Addition of \$135 for one additional intersection streetlight in the Highway #4 streetlighting function
4. Addition of \$100 to the Electoral Areas budget to provide for the purchase of a Remembrance day wreath in Electoral Area D

Property taxes have been adjusted accordingly from \$21,026,450 to \$20,951,450. The Provisional budget must be adopted by bylaw and Bylaw 1327 is attached for this purpose.

**ALTERNATIVES:**

1. Adopt the provisional budget as presented herein.
2. Make further amendments to the provisional budget and adopt it as amended.

**FINANCIAL IMPLICATIONS:**

The reductions noted above have reduced the year over year increases to the City of Parksville, the Town of Qualicum Beach and Electoral Areas E, F, G and H as follows:

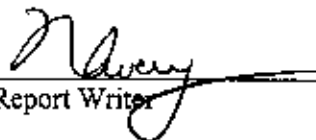
Member	Prior cost	Revised cost	Prior percent change	Revised percent change
Parksville	2,535,312	2,525,086	4.22	3.80
Qualicum Beach	1,634,633	1,627,155	4.33	3.85
E	1,018,312	976,566	4.94	.68
F	878,212	873,436	5.99	5.41
G	1,192,085	1,185,702	5.91	5.36
H	725,609	721,218	6.15	5.50



**SUMMARY:**

Following recommendations from the Committee of the Whole, taxes for the 2003 provisional budget have been revised downward from \$21,026,450 to \$20,951,450 by reducing Electoral Area E Community Park from \$85,000 to \$50,000 and District 69 Recreation from \$651,840 to \$611,840. Staff recommends the adoption of Bylaw 1327 at this time.

**RECOMMENDATION:**

1. That "Regional District of Nanaimo 2003 Provisional Budget Bylaw No. 1327, 2002" be introduced for first three readings.
2. That "Regional District of Nanaimo 2003 Provisional Budget Bylaw No. 1327, 2002" having received first three readings be adopted.

  
Report Writer

  
General Manager Concurrence  
  
C.A.O. Concurrence

**COMMENTS:**

**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1327**

**A BYLAW TO ADOPT THE  
PROVISIONAL BUDGET FOR THE  
YEAR ENDING DECEMBER 31, 2003**

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

1. This bylaw may be cited as the "Regional District of Nanaimo 2003 Provisional Budget Bylaw No. 1327, 2002".
2. Schedules 'A' and 'B' attached hereto and forming part of this bylaw represent the Provisional Budget for the Regional District of Nanaimo for the year ending December 31, 2003.

Introduced and read three times this 5th day of November, 2002.

Adopted this 5th day of November, 2002.

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CHAIRPERSON

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GENERAL MANAGER, CORPORATE SERVICES



GENERAL REVENUE FUND  
2003 PROVISIONAL BUDGET

Chairperson

General Manager, Corporate Services

	CORPORATE SERVICES			COMMUNITY SERVICES			DEVELOPMENT SERVICES			ENVIRONMENTAL SERVICES			TOTAL REVENUE FUND		
	BV 2002	PV 2003	% VAR	BV 2002	PV 2003	% VAR	BV 2002	PV 2003	% VAR	BV 2002	PV 2003	% VAR	BV 2002	PV 2003	% VAR
REVENUES															
TAX REQUISITION	\$3,622,894	\$3,570,565	-1%	\$8,456,047	\$8,797,350	5%	\$1,151,985	\$1,052,140	-9%	\$9,236,678	\$9,531,395	3%	\$20,468,604	\$20,951,450	2%
GRANTS/OPERATIONAL GRANTS/OTHER RETAINED EARNINGS	4,936,070	4,873,160	-1%	\$7,829,019	\$8,232,360	5%	710,500	735,700	4%	8,543,498	9,006,781	5%	\$22,019,087	\$22,848,001	4%
	977,946	905,490	-18%	\$1,098,590	\$956,360	-12%	811,290	819,160	1%	3,012,095	2,358,105	-22%	\$5,889,927	\$4,938,115	-16%
TOTAL REVENUES	9,536,910	9,249,215	-3%	15,373,656	15,985,070	4%	2,673,775	2,607,000	-2%	20,794,271	20,896,281	0%	48,378,812	48,737,566	1%
EXPENSES															
ADMINISTRATION	\$567,915	\$506,339	3%	\$1,657,950	\$1,758,726	6%	\$337,840	\$344,130	2%	\$992,725	\$1,048,310	5%	\$3,676,430	\$3,756,505	5%
COMMUNITY GRANTS	66,197	42,500	-36%	97,740	58,500	-40%	0	0	0%	0	0	0%	\$163,937	\$101,000	-38%
LEGISLATIVE	246,585	199,030	-19%	0	0	0%	0	0	0%	0	0	0%	\$246,585	\$199,030	-19%
PROFESSIONAL FEES	311,240	262,360	-16%	165,030	91,810	-44%	355,255	322,740	-9%	564,960	461,595	-18%	\$1,396,485	\$1,138,505	-18%
BUILDING OPS & MAINT	378,255	153,085	-60%	431,985	482,930	12%	42,000	42,000	0%	355,781	275,535	-23%	\$1,208,021	\$953,550	-21%
VILL & EQUIP OPS & MAINT	87,511	95,427	9%	1,878,110	1,892,485	1%	17,400	18,300	5%	991,425	935,556	-6%	\$2,974,446	\$2,941,868	-1%
EQUIP OPS & MAINT	68,360	66,940	-2%	57,032	70,710	24%	13,780	13,780	0%	0	0	0%	\$139,172	\$151,430	9%
OTHER OPERATING COSTS	17,305	16,830	-3%	386,450	377,820	3%	120,810	140,005	16%	0	0	0%	\$604,565	\$534,655	6%
WAGES & BENEFITS	1,446,716	1,507,147	4%	7,423,763	7,992,296	8%	1,383,248	1,344,689	-3%	3,383,059	3,556,838	5%	\$13,638,766	\$14,400,970	6%
OPERATIONAL COSTS	0	0	0%	0	0	0%	0	0	0%	6,070,019	6,112,184	1%	\$6,070,019	\$6,112,184	1%
PROGRAM COSTS	0	0	0%	213,471	230,195	8%	0	0	0%	0	0	0%	\$213,471	\$230,195	8%
CAPITAL EXPENDITURES	438,275	499,800	14%	815,450	671,350	-18%	89,750	92,250	3%	3,260,587	2,538,556	-22%	\$4,504,062	\$3,901,955	-17%
DEBT FINANCING-INTEREST	1,738,225	1,614,985	-7%	353,370	577,915	64%	0	0	0%	1,789,315	1,793,775	0%	\$3,878,910	\$3,986,675	3%
DEBT FINANCING-PRINCIPAL	1,026,455	947,505	-8%	137,535	140,510	2%	0	0	0%	1,337,025	1,330,975	0%	\$2,901,015	\$2,419,080	-3%
DEBT FINANCING-EXCHANGE CONTINGENCY	30,700	30,700	0%	0	0	0%	0	0	0%	0	0	0%	\$30,700	\$30,700	0%
CONTR. TO RESERVE FUND	0	0	0%	0	0	0%	0	0	0%	0	0	0%	\$0	\$0	0%
CONTR. FROM RESERVE FUND	152,126	220,198	45%	0	133,680	-45%	0	855	0%	897,320	1,613,670	80%	\$1,290,946	\$1,998,203	52%
CONTR. FROM RESERVE FUND	0	0	0%	0	0	0%	0	0	0%	0	0	0%	\$0	\$0	0%
IFR TO OTHER GOVT AGENCIES	2,400,726	2,528,670	5%	1,008,787	1,061,305	5%	0	0	0%	0	0	0%	\$3,409,513	\$3,589,975	5%
TOTAL EXPENDITURES	\$8,994,581	\$8,791,816	-2%	\$14,848,173	\$15,541,232	5%	\$2,360,083	\$2,318,549	-2%	\$19,642,216	\$19,866,093	0%	\$45,845,063	\$46,318,490	1%
OPERATING SURPLUS (DEFICIT)	\$542,319	\$457,399	-16%	\$825,483	\$443,838	-16%	\$315,692	\$288,457	-9%	\$1,152,055	\$1,231,188	7%	\$2,533,549	\$2,421,076	-4%

REGIONAL DISTRICT OF NANAIMO  
SUMMARY OF PROPERTY TAX REVENUES  
2003 PROVISIONAL BUDGET

Chairperson:

General Manager, Corporate Services

	2002 ANNUAL BUDGET	2003 PROV BUDGET	\$ Inc(dec) fr Prov	% Inc(dec) fr Prov
<b>CORPORATE SERVICES</b>				
Administration	629,995	587,125	(42,870)	-6.80%
Grants In Aid	65,221	42,500	(22,721)	-34.84%
SD 68 Emergency 911	49,000	51,000	2,000	4.08%
SD69 Emergency 911	330,295	330,295	0	0.00%
Emergency Planning	35,120	35,120	0	0.00%
Electoral Areas	72,235	73,680	1,445	2.00%
Referendums	27,500	(11,500)	(39,000)	-141.82%
Feasibility Studies	5,000		(5,000)	-100.00%
	<u>1,214,366</u>	<u>1,108,220</u>	<u>(106,146)</u>	<u>-8.74%</u>
<b>COMMUNITY SERVICES</b>				
Regional Development	210,000	212,100	2,100	1.00%
Regional Parks - Electoral Areas	158,200	222,365	64,165	40.56%
- Municipal Agreements	141,800	177,635	35,835	25.27%
Recreation Coordinating - Recreation	645,500	611,840	(33,660)	-5.21%
- Sportsfields	167,310	170,660	3,350	2.00%
District 69 Arena	447,555	710,265	262,710	58.70%
Ravensong Aquatic Center	1,134,635	1,146,330	11,695	1.03%
Gabriola Island Recreation Commission	55,000	61,795	6,795	12.35%
Southern Community Recreation - Facilities	507,481	517,630	10,149	2.00%
- Sportsfields	143,563	146,440	2,877	2.00%
Cultural Center Contribution (See below for details)	69,103	74,025	4,922	7.12%
Community Parks (See below for details)	357,930	302,930	(55,000)	-15.37%
D 68 Transit	2,161,135	2,181,360	20,225	0.94%
D69 Conventional Transit	208,000	212,160	4,160	2.00%
D69 Custom Transit	48,835	49,815	980	2.01%
	<u>6,456,047</u>	<u>6,797,350</u>	<u>341,303</u>	<u>5.29%</u>
<b>DEVELOPMENT SERVICES</b>				
Planning - Electoral Areas	703,800	717,875	14,075	2.00%
- Municipal Agreements	93,920	0	(93,920)	-100.00%
House Numbering	21,500	21,500	0	0.00%
Building Inspection	155,000	135,000	(20,000)	-12.90%
	<u>974,220</u>	<u>874,375</u>	<u>(99,845)</u>	<u>-10.25%</u>
Bylaw Enforcement				
Unsanitary Premises	13,180	13,180	0	0.00%
Hazardous Properties	3,250	3,250	0	0.00%
Animal Control Area F	11,000	11,000	0	0.00%
Animal Control - Area A, B, C, D	55,000	55,000	0	0.00%
Animal Control Area E, G, H	66,360	66,360	0	0.00%
Noise Control (See below for detail)	28,975	28,975	0	0.00%
	<u>177,765</u>	<u>177,765</u>	<u>0</u>	<u>0.00%</u>
	<u>1,151,985</u>	<u>1,052,140</u>	<u>(99,845)</u>	<u>-8.67%</u>
<b>ENVIRONMENTAL SERVICES</b>				
D68 Wastewater Treatment	4,176,085	4,280,490	104,405	2.50%
D69 Wastewater Treatment	2,986,795	3,061,465	74,670	2.50%
Solid Waste Facilities	436,450	402,305	(34,145)	-7.82%
	<u>7,599,330</u>	<u>7,744,260</u>	<u>144,930</u>	<u>1.91%</u>
<b>ASSESSMENT BASED PROPERTY TAX REVENUES</b>				
	<u>16,421,728</u>	<u>16,701,970</u>	<u>280,242</u>	<u>1.71%</u>
<b>OTHER LOCAL AREA TAXES (see below for details)</b>				
Duke Point Sewage Treatment	36,130	36,855	725	2.01%
Fire Local Service Areas	1,186,840	1,194,910	8,070	0.68%
Streetlighting Local Service Areas	45,450	46,120	670	1.47%
Utility System Parcel Taxes	1,557,768	1,704,160	146,392	9.40%
	<u>2,826,188</u>	<u>2,982,045</u>	<u>155,857</u>	<u>5.51%</u>
<b>TAXATION FOR REGIONAL DISTRICT SERVICES</b>				
	<u>19,247,916</u>	<u>19,684,015</u>	<u>436,099</u>	<u>2.27%</u>
<b>TAXATION FOR OTHER JURISDICTIONS</b>				
Vancouver Island Regional Library	1,218,688	1,267,435	48,747	4.00%
<b>TOTAL FOR ALL</b>	<u>20,466,604</u>	<u>20,951,450</u>	<u>484,846</u>	<u>2.37%</u>

**REGIONAL DISTRICT OF NANAIMO  
SUMMARY OF PROPERTY TAX REVENUES  
2003 PROVISIONAL BUDGET**

Chairperson

General Manager, Corporate Services

**DETAILS OF OTHER TAXES**

**FIRE DEPARTMENTS**

	<b>2002 ANNUAL BUDGET</b>	<b>2003 PROV BUDGET</b>	<b>\$ Inc(dec) fr Prov</b>	<b>% Inc(dec) fr Prov</b>
Errington Fire Volunteer	183,140	192,300	9,160	5.00%
Extension Fire Volunteer	74,000	75,480	1,480	2.00%
Coombs-Hilliars Fire Volunteer	86,000	86,000	0	0.00%
Nanoose Bay Fire Volunteer	267,310	250,050	(17,260)	-6.46%
Dashwood Fire Volunteer	152,125	155,075	2,950	1.94%
Yellow Point Fire Contract	89,000	89,400	400	0.45%
Wellington Fire Contract	36,450	39,575	3,125	8.57%
Parksville ( Local ) Fire Contract	55,070	55,070	0	0.00%
French Creek Fire Contract	246,745	251,960	5,215	2.11%
	<b>1,189,840</b>	<b>1,194,910</b>	<b>5,070</b>	<b>0.43%</b>

**STREETLIGHTING**

Fairwinds Streetlighting	11,000	11,220	220	2.00%
Rural Areas Streetlighting	12,000	12,000	0	0.00%
French Creek Village Streetlighting	4,400	4,490	90	2.05%
Highway Intersections Streetlighting (French Creek)	1,425	1,455	30	2.11%
Morningstar Streetlighting	6,640	6,770	130	1.96%
Sandpiper Streetlighting	7,485	7,635	150	2.00%
Hwy # 4 ( Area F)	2,500	2,550	50	2.00%
	<b>45,450</b>	<b>46,120</b>	<b>670</b>	<b>1.47%</b>

**NOISE CONTROL**

Noise Control Area A	6,255	6,255	0	0.00%
Noise Control Area B	3,500	3,500	0	0.00%
Noise control Area C	3,500	3,500	0	0.00%
Noise Control Area D	4,500	4,500	0	0.00%
Noise Control Area E	6,720	6,720	0	0.00%
Noise controla Area F	0	0	0	#DIV/0!
Noise Control Area G	4,500	4,500	0	0.00%
Noise Control Area H			0	#DIV/0!
	<b>28,975</b>	<b>28,975</b>	<b>0</b>	<b>0.00%</b>

**PORT THEATRE CONTRIBUTION**

Electoral Area A	12,642	13,900	1,258	9.95%
Electoral Area B	14,216	13,915	(301)	-2.12%
Electoral Area C	11,589	13,820	2,231	19.25%
Electoral Area D	11,553	12,440	887	7.68%
Electoral Area E	19,103	19,950	847	4.43%
	<b>69,103</b>	<b>74,025</b>	<b>4,922</b>	<b>7.12%</b>

**COMMUNITY PARKS**

Electoral Area A	50,000	50,000	0	0.00%
Electoral Area B	110,000	90,000	(20,000)	-18.18%
Electoral Area C	9,005	9,005	0	0.00%
Electoral Area D	10,000	10,000	0	0.00%
Electoral Area E	85,000	50,000	(35,000)	-41.18%
Electoral Area F	42,925	42,925	0	0.00%
Electoral Area G	29,000	29,000	0	0.00%
Electoral Area H	22,000	22,000	0	0.00%
	<b>357,930</b>	<b>302,930</b>	<b>(55,000)</b>	<b>-15.37%</b>



**REGIONAL DISTRICT OF NANAIMO  
SUMMARY OF PROPERTY TAX REVENUES  
2003 PROVISIONAL BUDGET**

Chairperson

General Manager, Corporate Services

**UTILITY SYSTEM PARCEL TAXES**

**WATER UTILITIES**

	2002 ANNUAL BUDGET	2003 PROV BUDGET	\$ Inc(dec) fr Prov	% Inc(dec) fr Prov
Madrona	74,000	75,480	1,480	2.00%
Fairwinds	90,896	96,720	5,824	6.41%
Surfside	14,274	16,500	2,226	15.59%
West Bay Estates	39,746	40,580	834	2.10%
Nanoose	249,494	254,975	5,481	2.20%
Driftwood		22,970	22,970	
Arbutus Park Estates	52,923	53,960	1,037	1.96%
French Creek	104,447	114,560	10,113	9.68%
Nanoose Bulk Water	256,235	330,000	73,765	28.79%
French Creek Bulk Water	79,000	79,000	0	0.00%
Morningside Creek Water	2,325	1,000	(1,325)	-56.99%
Decourcey Water	2,825	2,880	55	1.95%
San Pareil Water	39,168	40,035	867	2.21%
	<u>1,005,333</u>	<u>1,128,660</u>	<u>123,327</u>	<u>12.27%</u>

**SEWAGE COLLECTION UTILITIES**

French Creek	356,290	366,855	10,565	2.97%
Fairwinds	170,104	182,360	12,256	7.21%
Surside Sewer	9,119	9,360	241	2.64%
Pacific Shores	16,922	16,925	3	0.02%
	<u>552,435</u>	<u>575,500</u>	<u>23,065</u>	<u>4.18%</u>

**TOTAL UTILITY PARCEL TAXES**

	<u>1,557,768</u>	<u>1,704,160</u>	<u>146,392</u>	<u>9.40%</u>
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**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX REQUISITIONS**

	City Of Parksville 1999	City Of Parksville 2000	City Of Parksville 2001	City Of Parksville 2002	City Of Parksville Prov 2003
Administration	57,194	57,615	58,059	53,242	49,619
Grants In Aid	4,387	7,003	13,368	3,592	3,592
Planning	6,088	7,362	15,537	10,358	0
Regional Development	14,457	14,348	14,140	17,747	17,925
D69 Conventional Transit	52,265	93,216	85,677	65,000	66,300
D69 Custom Transit	10,041	10,191	10,392	20,019	20,420
Solid Waste Management	38,868	35,418	35,674	35,415	33,348
Regional Parks	0	0	10,208	15,556	20,318
# 69 Recreation	143,290	135,755	131,343	165,025	156,420
# 69 Arena	101,501	102,795	108,844	114,420	181,583
District 69 Pool	288,350	303,642	338,758	348,921	352,518
Wastewater Northern Community	1,302,719	1,376,331	1,401,045	1,498,938	1,538,602
D69 Emergency 911	84,913	86,106	86,764	84,441	84,441
<b>General Services Requisitions</b>	<b>2,104,073</b>	<b>2,229,782</b>	<b>2,309,809</b>	<b>2,432,874</b>	<b>2,525,086</b>
<b>Percent Change Year over Year</b>		<b>5.64</b>	<b>3.46</b>	<b>5.32</b>	<b>3.80</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX REQUISITIONS**

	Town Of Qualicum Beach 1999	Town Of Qualicum Beach 2000	Town Of Qualicum Beach 2001	Town Of Qualicum Beach 2002	Town Of Qualicum Beach Prov 2003
Administration	41,830	41,408	41,808	38,933	36,283
Grants In Aid	3,193	5,033	9,625	2,626	2,626
Planning	4,262	5,290	11,085	7,390	0
Regional Development	10,523	10,312	10,182	12,978	13,107
D69 Conventional Transit	52,265	93,216	116,521	88,400	90,168
D69 Custom Transit	10,041	10,191	10,392	20,019	20,420
Solid Waste Management	27,970	25,315	25,523	25,542	23,403
Regional Parks	0	0	7,251	11,049	13,636
Community Parks					
# 69 Recreation	104,298	97,567	94,578	120,673	114,380
# 69 Arena	73,881	73,879	78,378	83,668	132,781
District 69 Pool	209,884	218,226	243,936	255,145	257,775
Wastewater Northern Community	940,315	898,943	758,317	838,637	860,829
D69 Emergency 911	61,806	61,884	62,478	61,747	61,747
<b>General Services Requisitions</b>	<b>1,540,068</b>	<b>1,541,264</b>	<b>1,470,074</b>	<b>1,566,807</b>	<b>1,627,155</b>
<b>Percent Change Year over Year</b>		<b>0.08</b>	<b>(4.84)</b>	<b>6.58</b>	<b>3.85</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX REQUISITIONS**

	Elect Area E 1999	Elect Area E 2000	Elect Area E 2001	Elect Area E 2002	Elect Area E Prov 2003
Administration	35,385	36,209	36,985	35,123	32,733
Grants In Aid	4,810	9,137	11,166	2,369	2,369
<b>Planning</b>	126,937	130,619	125,957	128,961	131,540
Building Inspection	52,580	52,865	47,436	42,952	37,410
Regional Development	8,944	9,017	9,007	11,708	11,825
House Numbering	3,470	3,577	3,545	3,574	3,574
<b>Electoral Areas</b>	9,940	10,105	11,662	12,037	12,248
Vancouver Island Regional Library	155,365	165,947	173,812	181,682	188,431
<b>Hazardous Properties</b>	625	638	630	612	612
Unightly Premises(New) B/L 1072	2,996	3,055	3,017	2,483	2,483
<b>D69 Conventional Transit</b>	15,372	27,417	23,990	18,200	18,564
D69 Custom Transit	980	994	1,015	1,955	1,994
<b>Solid Waste Management</b>	21,764	20,007	20,294	20,547	18,847
<b>Animal Control Area E,G,H,</b>	25,814	23,594	23,807	25,578	25,552
<b>Regional Parks</b>	65,463	66,553	30,222	22,589	31,788
Community Parks	15,000	50,000	85,000	85,000	50,000
# 69 Recreation	88,729	85,382	121,449	146,403	141,477
# 69 Arena	62,852	64,652	69,336	75,481	119,788
Cultural Center Contribution	19,105	19,105	19,105	19,103	19,950
<b>Wastewater Northern Community</b>	55,519	56,242	77,157	58,818	58,818
<b>D69 Emergency 911</b>	52,580	54,156	55,270	55,705	55,705
Emergency Planning	7,044	7,162	5,790	5,838	5,838
<b>Noise Control</b>			4,500	6,720	6,720
<b>Referendums</b>				5,500	(1,700)
Feasibility Studies					
<b>General Services Requisitions</b>	<b>831,274</b>	<b>896,433</b>	<b>960,152</b>	<b>968,938</b>	<b>976,566</b>
<b>LOCAL SERVICE AREAS</b>					
Nanoose Bay Fire	224,900	228,275	209,701	267,310	250,050
Fairwinds Streetlighting	13,682	13,682	12,000	11,000	11,220
Rural Areas Streetlighting	9,750	9,750	11,250	12,000	12,000
<b>Local Service Area Requisitions</b>	<b>248,332</b>	<b>251,707</b>	<b>232,951</b>	<b>290,310</b>	<b>273,270</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX RATES**

	Elect Area E	Eiect Area E	Electoral Area E	Electoral Area E	Electoral Area E Prov 2003
	1999	2000	2001	2002	2003
Administration	0.055	0.058	0.058	.052	.048
Grants In Aid	0.007	0.014	0.017	.003	.003
Planning	0.204	0.208	0.198	.192	.200
Building Inspection	0.084	0.082	0.073	.064	.055
Regional Development	0.014	0.014	0.014	.017	.017
House Numbering	0.005	0.008	0.005	.005	.005
Electoral Areas	0.015	0.016	0.018	.018	.018
Vancouver Isl. Regional Library	0.241	0.256	0.264	.269	.277
Hazardous Properties	0.001	0.001	0.001	.001	.001
Unightly Premises	0.005	0.005	0.005	.004	.004
D69 Conventional Transit	0.024	0.042	0.036	.027	.027
D69 Custom Transit	0.002	0.002	0.002	.003	.003
Solid Waste Management	0.034	0.031	0.031	.030	.028
Animal Control Area E,G,H	0.040	0.036	0.036	.038	.038
Noise Control	0.004	0.007	0.007	.010	.010
Regional Parks	0.102	0.102	0.046	.033	.047
Community Parks	0.023	0.077	0.129	.126	.074
D69 Recreation	0.138	0.131	0.164	.216	.208
D69 Arena	0.098	0.100	0.105	.111	.178
Cultural Center Contribution	0.030	0.029	0.029	.028	.029
Wastewater Northern Community	0.086	0.087	0.117	.087	.086
D69 Emergency 911	0.082	0.083	0.084	.082	.082
Emergency Planning	0.011	0.011	0.009	.009	.009
Referendums				.008	(0.002)
Feasibility Studies					.000
<b>REGIONAL DISTRICT GENERAL SERVICES</b>	<b>1.305</b>	<b>1.396</b>	<b>1.466</b>	<b>1.433</b>	<b>1.443</b>
<b>GENERAL SERVICES PER \$ 100,000</b>	<b>130.45</b>	<b>139.64</b>	<b>146.59</b>	<b>143.34</b>	<b>144.32</b>
<b>Percent Change Year over Year</b>		<b>7.04</b>	<b>4.98</b>	<b>(2.21)</b>	<b>0.68</b>
<b>LOCAL SERVICE AREA RATES</b>					
Nanoose Bay Fire Protection	0.340	0.342	0.310	0.387	.368
Fairwinds Streetlighting	0.121	0.116	0.099	0.086	.083
Rural Area Streetlighting	0.086	0.098	0.094	0.095	.095
<b>TOTAL LOCAL SERVICE AREA</b>	<b>0.547</b>	<b>0.556</b>	<b>0.503</b>	<b>0.568</b>	<b>.536</b>
<b>LOCAL SERVICE AREA COST PER \$100,000</b>	<b>54.70</b>	<b>55.60</b>	<b>50.30</b>	<b>56.80</b>	<b>53.60</b>
<b>Percent Change Year over Year</b>		<b>1.65</b>	<b>(9.53)</b>	<b>12.92</b>	<b>(5.63)</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX REQUISITIONS**

	Elect Area F 1999	Elect Area F 2000	Elect Area F 2001	Elect Area F 2002	Elect Area F Prov 2003
Administration	25,706	26,271	28,391	24,868	23,175
Grants In Aid	3,222	5,554	7,327	1,678	1,678
Planning	95,331	98,071	92,882	94,253	96,138
Building Inspection					
Regional Development	8,498	6,542	6,427	8,289	8,372
House Numbering	2,515	2,595	2,529	2,531	2,531
Electoral Areas	7,206	7,332	8,321	8,495	8,672
Vancouver Island Regional Library	140,766	150,129	156,248	162,607	170,185
Solid Waste Management	19,459	17,861	17,977	18,090	16,723
Animal Control Area F	10,526	16,800	16,800	11,000	11,000
Regional Parks	47,460	48,286	28,542	22,027	31,057
Community Parks	6,534	6,534	6,534	42,925	42,925
# 69 Recreation	64,408	61,948	98,733	129,273	128,299
# 69 Arena	45,624	46,907	49,475	53,442	84,812
District 69 Pool	129,611	138,550	153,981	162,971	164,651
Wastewater Northern Community	40,301	40,806	56,332	41,644	41,644
D69 Emergency 911	38,168	39,292	39,438	39,440	39,440
Emergency Planning	5,107	5,196	4,131	4,134	4,134
<b>General Services Requisitions</b>	<b>688,442</b>	<b>718,674</b>	<b>772,068</b>	<b>827,667</b>	<b>873,436</b>
<b>LOCAL SERVICE AREAS</b>					
Errington Fire	174,500	177,175	179,435	183,140	192,300
Coombs-Hilliers Fire	85,524	86,000	86,000	86,000	86,000
Hwy. # 4 Streetlighting	2,000	2,600	2,600	2,500	2,550
<b>Local Service Area Requisitions</b>	<b>262,024</b>	<b>265,775</b>	<b>268,035</b>	<b>271,640</b>	<b>280,850</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX RATES**

	Electoral Area F 1999	Electoral Area F 2000	Electoral Area F 2001	Electoral Area F 2002	Electoral Area F Prov 2003
Administration	0.055	0.056	0.056	.052	.048
Grants In Aid	0.007	0.012	0.016	.003	.003
Planning	0.204	0.208	0.198	.196	.200
Regional Development	0.014	0.014	0.014	.017	.017
House Numbering	0.005	0.006	0.005	.005	.005
Electoral Areas	0.015	0.016	0.018	.018	.018
Vancouver Isl. Regional Library	0.302	0.319	0.332	.338	.353
Solid Waste Management	0.042	0.038	0.038	.038	.035
Animal Control Area F	0.023	0.036	0.036	.023	.023
Regional Parks	0.102	0.102	0.060	.046	.065
Community Parks	0.014	0.014	0.014	.089	.089
D69 Recreation	0.138	0.131	0.210	.268	.262
D69 Arena	0.098	0.100	0.105	.111	.176
D69 Pool	0.277	0.294	0.327	.338	.342
Wastewater Northern Community	0.086	0.087	0.120	.087	.086
D69 Emergency 911	0.082	0.083	0.084	.082	.082
Emergency Planning	0.011	0.011	0.009	.009	.009
<b>REGIONAL DISTRICT GENERAL SERVICES</b>	<b>1.475</b>	<b>1.527</b>	<b>1.642</b>	<b>1.720</b>	<b>1.813</b>
<b>GENERAL SERVICES PER \$ 100,000</b>	<b>147.50</b>	<b>152.70</b>	<b>164.20</b>	<b>172.00</b>	<b>181.30</b>
<b>Percent Change Year over Year</b>		<b>3.53</b>	<b>7.53</b>	<b>4.75</b>	<b>5.41</b>
<b>LOCAL SERVICE AREA RATES</b>					
Errington Fire Protection	0.969	0.950	0.953	0.938	.987
Coombs-Hilliars Fire Protection	0.465	0.467	0.472	0.474	.474
French Creek Fire Protection	0.529	0.533	0.542	0.560	.574
Highway #4 Streetlights	0.004	0.006	0.006	0.005	.005
<b>TOTAL LOCAL SERVICE AREA</b>	<b>1.967</b>	<b>1.956</b>	<b>1.973</b>	<b>1.977</b>	<b>2.040</b>
<b>LOCAL SERVICE AREA COST PER \$100,000</b>	<b>196.70</b>	<b>195.60</b>	<b>197.30</b>	<b>197.70</b>	<b>204.00</b>
<b>Percent Change Year over Year</b>		<b>(0.56)</b>	<b>0.87</b>	<b>0.20</b>	<b>3.19</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX REQUISITIONS**

	Elect Area G 1999	Elect Area G 2000	Elect Area G 2001	Elect Area G 2002	Elect Area G Prov 2003
Administration	34,728	35,147	35,882	33,234	30,972
Grants In Aid	3,914	7,009	9,512	2,242	2,242
Planning	128,777	131,205	126,287	125,962	128,481
Building Inspection	52,064	51,817	46,428	40,974	35,687
Regional Development	8,778	8,753	8,739	11,078	11,189
House Numbering	3,398	3,472	3,439	3,382	3,382
Electoral Areas	9,735	9,809	11,314	11,368	11,590
Vancouver Island Regional Library	179,564	190,722	199,876	206,346	221,048
Hazardous Properties	613	619	611	579	579
Unightly Premises(New) B/L 1072	2,936	2,965	2,927	2,350	2,350
D69 Conventional Transit	33,818	60,317	47,978	36,400	37,128
D69 Custom Transit	1,469	1,491	1,522	2,933	2,992
Solid Waste Management	24,908	22,755	23,078	23,032	21,762
Animal Control Area E,G,H,	25,303	22,902	23,097	24,156	24,178
Regional Parks	64,111	64,600	35,860	27,490	40,019
Community Parks	25,000	25,000	25,000	29,000	29,000
# 69 Recreation	87,005	82,877	99,688	164,857	160,724
# 69 Arena	61,631	62,756	67,269	71,421	113,344
District 69 Pool	175,085	185,360	209,362	217,798	220,043
Wastewater Northern Community	54,442	54,592	36,718	26,259	26,259
D69 Emergency 911	51,559	52,567	53,822	52,709	52,709
Emergency Planning	6,899	6,951	5,617	5,524	5,524
Noise Control			4,500	4,500	4,500
<b>General Services Requisitions</b>	<b>1,035,737</b>	<b>1,083,685</b>	<b>1,078,326</b>	<b>1,123,594</b>	<b>1,185,702</b>
<b>LOCAL SERVICE AREAS</b>					
Parksville Local Fire	60,010	61,065	55,070	55,070	55,070
French Creek Fire	225,281	226,378	234,194	246,745	251,960
Rural Areas Streetlighting	9,750	9,750	11,250	12,000	12,000
Fr. Creek Village Streetlighting	4,400	4,400	4,400	4,000	4,490
Highway Intersection Streetlights	1,200	1,300	1,350	1,425	1,455
Morningstar Streetlighting	7,300	7,300	6,300	6,640	6,770
Sandpiper Streetlighting	7,385	7,485	7,485	7,485	7,635
<b>Local Service Area Requisitions</b>	<b>315,326</b>	<b>317,678</b>	<b>320,049</b>	<b>333,365</b>	<b>339,380</b>



**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX RATES**

	Electoral Area G 1999	Electoral Area G 2000	Electoral Area G 2001	Electoral Area G 2002	Electoral Area G Prov 2003
Administration	0.055	0.056	0.056	.052	.048
Grants In Aid	0.006	0.011	0.015	.003	.003
Planning	0.204	0.208	0.198	.196	.200
Building Inspection	0.084	0.082	0.073	.064	.055
Regional Development	0.014	0.014	0.014	.017	.017
House Numbering	0.005	0.006	0.005	.005	.005
Electoral Areas	0.015	0.016	0.018	.018	.018
Vancouver Isl. Regional Library	0.284	0.303	0.313	.320	.344
Hazardous Properties	0.001	0.001	0.001	.001	.001
Unightly Premises	0.005	0.005	0.005	.004	.004
D69 Conventional Transit	0.053	0.096	0.075	.056	.058
D69 Custom Transit	0.005	0.005	0.002	.005	.005
Solid Waste Management	0.039	0.036	0.036	.036	.034
Animal Control Area E,G,H	0.040	0.036	0.036	.038	.038
Noise Control	0.000	0.007	0.007	.007	.007
Regional Parks	0.102	0.102	0.056	.043	.062
Community Parks	0.039	0.040	0.039	.045	.045
D69 Recreation	0.138	0.131	0.156	.256	.250
D69 Arena	0.098	0.100	0.105	.111	.176
D69 Pool	0.277	0.294	0.327	.338	.342
Wastewater Northern Community	0.086	0.087	0.058	.087	.086
D68 Emergency 911					
D69 Emergency 911	0.082	0.083	0.084	.082	.082
Emergency Planning	0.011	0.011	0.009	.009	.009
<b>REGIONAL DISTRICT GENERAL SERVICES</b>	<b>1.643</b>	<b>1.730</b>	<b>1.688</b>	<b>1.793</b>	<b>1.889</b>
<b>GENERAL SERVICES PER \$ 100,000</b>	<b>164.30</b>	<b>173.01</b>	<b>168.80</b>	<b>179.30</b>	<b>188.90</b>
<b>Percent Change Year over Year</b>		<b>5.30</b>	<b>(2.43)</b>	<b>6.22</b>	<b>5.36</b>
<b>LOCAL SERVICE AREA RATES</b>					
Parkville (Local) Fire Protection	0.594	0.617	0.564	.567	.567
Dashwood Fire Protection	0.983	1.031	1.005	1.007	1.028
French Creek Fire Protection	0.594	0.533	0.642	.560	.574
Rural Area Streetlighting	0.086	0.098	0.094	.095	.095
Fr. Creek Village St. Lighting	0.319	0.321	0.322	.321	.327
Highway Inter's St Lighting	0.003	0.003	0.003	.003	.004
Morningstar Streetlighting	0.196	0.196	0.163	.170	.173
Sandpiper Streetlighting	0.137	0.141	0.147	.141	.143
<b>TOTAL LOCAL SERVICE AREA</b>	<b>2.912</b>	<b>2.940</b>	<b>2.840</b>	<b>2.864</b>	<b>2.911</b>
<b>LOCAL SERVICE AREA COST PER \$100,000</b>	<b>291.20</b>	<b>294.00</b>	<b>284.00</b>	<b>286.40</b>	<b>291.10</b>
<b>Percent Change Year over Year</b>		<b>0.96</b>	<b>(3.40)</b>	<b>0.85</b>	<b>1.64</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF REQUISITIONS**

	Elect Area H 1999	Elect Area H 2000	Elect Area H 2001	Elect Area H 2002	Elect Area H Prov 2003
Administration	20,797	20,723	21,898	22,857	21,303
Grants In Aid	2,846	4,644	7,754	1,542	1,542
Planning	77,278	77,362	77,067	86,636	88,368
Regional Development	5,256	5,162	5,335	7,619	7,696
House Numbering	2,039	2,047	2,098	2,325	2,325
Electoral Areas	5,843	5,783	8,403	7,825	7,971
Vancouver Island Regional Library	95,321	100,347	107,037	117,812	123,357
Hazardous Properties	368	364	373	399	399
Unightly Premises(New) B/L 1072	1,761	1,750	1,784	1,617	1,617
D69 Custom Transit	1,959	1,990	2,029	3,909	3,989
Solid Waste Management	13,313	12,055	12,462	13,329	12,333
Animal Control Area E,G,H,	15,173	13,504	14,096	16,626	16,630
Regional Parks	38,475	38,091	18,529	14,625	20,856
Community Parks	20,000	22,000	22,000	22,000	22,000
# 69 Recreation	52,152	48,866	55,542	86,579	83,200
# 69 Arena	36,942	37,003	41,050	49,123	77,957
District 69 Pool	104,935	109,293	127,763	149,800	151,343
Wastewater Northern Community	32,631	32,190	44,414	38,279	38,279
D69 Emergency 911	30,905	30,994	32,723	36,253	36,253
Emergency Planning	4,140	4,099	3,429	3,800	3,800
<b>General Services Requisitions</b>	<b>562,134</b>	<b>568,267</b>	<b>605,786</b>	<b>682,955</b>	<b>721,218</b>
<b>LOCAL SERVICE AREAS</b>					
Dashwood Fire	142,985	150,000	152,701	152,125	155,075
<b>Local Service Area Requisitions</b>	<b>142,985</b>	<b>150,000</b>	<b>152,701</b>	<b>152,125</b>	<b>155,075</b>

**REGIONAL DISTRICT OF NANAIMO  
2003 PROVISIONAL BUDGET  
HISTORY OF TAX RATES**

	Electoral Area H 1999	Electoral Area H 2000	Electoral Area H 2001	Electoral Area H 2002	Electoral Area H Prov 2003
Administration	0.055	0.056	0.056	.052	.048
Grants In Aid	0.008	0.012	0.016	.003	.003
Planning	0.204	0.208	0.198	.196	.200
Regional Development	0.014	0.014	0.014	.017	.017
House Numbering	0.005	0.006	0.005	.005	.005
Electoral Areas	0.015	0.016	0.022	.018	.018
Vancouver Isl. Regional Library	0.252	0.270	0.275	.266	.279
Hazardous Properties	0.001	0.001	0.001	.001	.001
Unightly Premises	0.005	0.005	0.005	.004	.004
D69 Custom Transit	0.005	0.005	0.005	.009	.009
Solid Waste Management	0.035	0.032	0.032	.030	.028
Animal Control Area E,G,H	0.040	0.036	0.036	.038	.038
Regional Parks	0.102	0.102	0.048	.033	.047
Community Parks	0.053	0.059	0.057	.050	.050
D69 Recreation	0.138	0.131	0.142	.196	.188
D69 Arena	0.098	0.100	0.105	.111	.176
D69 Pool	0.277	0.294	0.327	.338	.342
Wastewater Northern Community	0.086	0.087	0.114	.087	.086
D69 Emergency 911	0.082	0.083	0.084	.082	.082
Emergency Planning	0.011	0.011	0.009	.009	.009
<b>REGIONAL DISTRICT GENERAL SERVICES</b>	<b>1.486</b>	<b>1.528</b>	<b>1.551</b>	<b>1.545</b>	<b>1.630</b>
<b>GENERAL SERVICES PER \$ 100,000</b>	<b>148.60</b>	<b>152.80</b>	<b>155.10</b>	<b>154.50</b>	<b>163.00</b>
<b>Percent Change Year over Year</b>		<b>2.83</b>	<b>1.51</b>	<b>(0.39)</b>	<b>5.50</b>
<b>LOCAL SERVICE AREA RATES</b>					
Dashwood Fire Protection	0.993	1.031	1.005	1.007	1.028
French Creek Fire Protection	0.529	0.533	.542	.560	.574
<b>TOTAL LOCAL SERVICE AREA</b>	<b>1.512</b>	<b>1.564</b>	<b>1.547</b>	<b>1.567</b>	<b>1.602</b>
<b>LOCAL SERVICE AREA COST PER \$100,000</b>	<b>151.20</b>	<b>156.40</b>	<b>154.70</b>	<b>156.70</b>	<b>160.20</b>
<b>Percent Change Year over Year</b>		<b>3.44</b>	<b>(1.09)</b>	<b>1.29</b>	<b>2.23</b>