

**REGIONAL DISTRICT OF NANAIMO**

**BOARD MEETING  
TUESDAY, NOVEMBER 23, 2004  
7:00 PM**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
  - 9 **Rod Eckland**, re Development Permit Application No. 60458 Ekland 548  
Viking Way Area G.
  - 10 **Fay Smith & Carol Cornish**, re Englishman River Watershed Recovery Plan.
  - 11-18 **Alan MacDonald**, re Citizen Builders Proposal.
- 3. BOARD MINUTES**
  - 19-30 Minutes of the Board meeting held on October 26, 2004.
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
  - 31-32 **Gordon Campbell, Premier**, re Industry Product Stewardship Initiatives.
- 6. UNFINISHED BUSINESS**
  - BYLAWS**
    - For Adoption.**
      - Bylaw No. 1124.03** Surfside Sewer LSA Boundary Amendment Bylaw - 965  
Surfside Drive – Area G. (All Directors – One Vote)
      - Bylaw No. 889.28** – Northern Community Sewer LSA Amendment Bylaw - 965  
Surfside Drive – Area G. (All Directors – One Vote)
    - Public Hearing.**
      - 33-39 Report of the Public Hearing held November 16, 2004 with respect to Zoning  
Amendment Application No. ZA0413 – Wendy Huntbatch 2116 Alberni  
Highway – Area F. (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**

40-41 Minutes of the Electoral Area Planning Committee meeting held November 9,  
2004. (for information)

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. 60446 – Hubbard/Martens and Hilscher –  
152 Burne Road - Area H. (Electoral Area Directors except EA 'B' – One Vote)**

**Delegations wishing to speak to DP Application No. 60446.**

*That Schedule 1, Item No. 15 be amended to add "and in consultation with the  
Fanny Bay Enhancement Society".*

*That Development Permit Application No. 60446 submitted by Martin Martens  
and Claire Hilscher on behalf of Don and Lynne Hubbard, to vary the minimum  
setback requirement from 15 metres horizontal distance from the natural  
boundary or within 18.0 metres horizontal distance from a stream centerline,  
whichever is greater to a minimum of 10.8 metres from the natural boundary to  
allow for a 150 m<sup>2</sup> building envelope within the Electoral Area 'H' Official  
Community Plan Hazard Lands and Environmentally Sensitive Features  
Development Permit Areas (within 30 metres of a Coastal Area and 15 metres of  
Watercourses and Streams) for the property legally described as Lot 83, District  
Lot 1, Newcastle District, Plan 20442 be approved, subject to the requirements  
outlined in Schedules No. 1, 2 and 3 and notification requirements pursuant to the  
Local Government Act and in consultation with the Fanny Bay Enhancement  
Society.*

**Development Permit Application No. 60456 – Slocombe – 2818 Parker Road –  
Area E. (Electoral Area Directors except EA 'B' – One Vote)**

**Delegations wishing to speak to DP Application No. 60456.**

*That Development Permit Application No. 60456, submitted by the applicants  
Gareth and Allison Slocombe to permit the construction of an addition to the  
dwelling unit located 3.4 m from the top of the bank and to legalize an existing  
shed located 2.5 m from the top of the bank of a watercourse within the  
Watercourse Protection Development Permit Area on the property legally  
described as Lot 2, District Lot 78, Nanoose District, Plan 23862 be approved  
subject to the Conditions of Approval outlined in Schedules Nos. 1, 2, 3 and 4 and  
subject to notification requirements pursuant to the Local Government Act.*

**Development Permit Application No. 60457 – Bowd – 791 Miller Road – Area G.**  
(Electoral Area Directors except EA 'B' – One Vote)

**Delegations wishing to speak to DP Application No. 60457.**

*That Development Permit Application No. 60457 to construct a garage 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 2, District Lot 28, Nanoose District, Plan VIS4363 be approved, subject to the conditions outlined in Schedule Nos. 1 and 2 of the corresponding staff report.*

**Development Permit Application No. 60458 – Ekland – 548 Viking Way – Area G.** (Electoral Area Directors except EA 'B' – One Vote)

**Delegations wishing to speak to DP Application No. 60458.**

*That Development Permit Amendment Application No. 60458 to vary the minimum exterior and a portion of the front setback requirements of the Residential 5 (RS5) zone from 8.0 metres to 5.0 metres to permit the construction of a dwelling unit on the property legally described as Lot 22, District Lot 28, Nanoose District, Plan VIP76413 be approved subject to the conditions outlined in Schedule Nos. 1, 2, 3 and 4, notification requirements pursuant to the Local Government Act and notification of the French Creek Residents Association.*

## **OTHER**

**Request for Relaxation of the Minimum 10% Frontage – Fern Road Consulting Ltd., on behalf of J. Lundine – Lundine Lane – Area G.** (Electoral Area Directors except EA 'B' – One Vote)

*That the request from Fern Road Consulting Ltd., on behalf of J. Lundine, to relax the minimum 10% perimeter frontage requirement for Proposed Lot A as shown on the Plan of Proposed Subdivision of Lot 1, District Lot 49, Nanoose District, Plan 44808 be approved.*

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

42-47 Minutes of the regular Committee of the Whole meeting held November 9, 2004.  
(for information)

## **COMMUNITY SERVICES**

### **RECREATION & PARKS**

**Electoral Area 'H' Parks & Open Space Advisory Committee.** (All Directors -- One Vote)

*That the Terms of Reference for the Electoral Area 'H' Parks and Open Space Advisory Committee be approved.*

**Park Use Regulation Bylaw No. 1399.**

(All Directors – One Vote)

1. *That the "Regional District of Nanaimo Park Use Regulation Bylaw No. 1399, 2004" be given three readings.*

(All Directors – 2/3)

2. *That the "Regional District of Nanaimo Park Use Regulation Bylaw No. 1399, 2004" having received three readings be adopted.*

**Electoral Area 'A' Recreation Services Study. (All Directors – Weighted Vote)**

*That the Terms of Reference for a project proposal to undertake a Recreation Services Study for Electoral Area 'A' be approved, and that \$20,000 be raised from Electoral Area 'A' in 2005 to conduct the survey, prepare a report and if necessary, provide for a referendum question in conjunction with the 2005 local government elections.*

**Drinking Water Protection Action Plan. (All Directors – One Vote)**

*That the Drinking Water Protection Action Plan be received.*

*That staff be requested to do a survey of other drinking water protection initiatives around Canada that could help Electoral Areas deal with drinking water protection issues brought up by their residents during the Drinking Water Protection Workshop, to be discussed at the next Ideas & Updates Board meeting.*

**Green Buildings Project. (All Directors – One Vote)**

*That the Terms of Reference for a Green Buildings Project be approved, and forwarded for consideration as part of the 2005 annual budget process.*

**CORPORATE SERVICES**

**FINANCE**

**Operating Results to September 30, 2004. (All Directors – One Vote)**

*That the summary report of financial results from operations to September 30, 2004 be received for information.*

**FIRE PROTECTION**

**Fire Services Agreement with the Bow Horn Bay Volunteer Fire Department.  
(All Directors – Weighted Vote)**

*That the Chair and General Manager, Corporate Services, be authorized to execute a service agreement with the Bow Horn Bay Volunteer Fire Department as presented.*

**Bow Horn Bay Fire Protection Service Regulatory Bylaws No. 1401 and 1402.**

(All Directors - One Vote)

1. That "Bow Horn Bay Volunteer Fire Department Operations Bylaw No. 1401, 2004" be introduced for first three readings.

(All Directors - 2/3)

2. That "Bow Horn Bay Volunteer Fire Department Operations Bylaw No. 1401, 2004" having received three readings, be adopted.

(All Directors - One Vote)

3. That "Bow Horn Bay Fire Protection Service Regulation Bylaw No. 1402, 2004" be introduced for first three readings.

(All Directors - 2/3)

4. That "Bow Horn Bay Fire Protection Service Regulation Bylaw No. 1402, 2004" having received three readings, be adopted.

**DEVELOPMENT SERVICES**

**BUILDING INSPECTION**

**Section 57 of the Community Charter - Contravention of Bylaw - Infractions.**  
(All Directors - One Vote)

*That a notice be filed against the titles of the properties listed, pursuant to Section 57 of the Community Charter and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:*

- (a) Lot 15, Sections 9 and 10, Range 4, Plan 36191, Mountain Land District, 2765 Benson View Road, Electoral Area 'D', owned by G. and L. Gow;
- (b) Lot 21, Block 1, District Lot 9, Plan 15370, Newcastle Land District, 965 Surfside Drive, Electoral Area 'G', owned by K. Schmidt.

**ENVIRONMENTAL SERVICES**

**LIQUID WASTE**

**Water and Wastewater Innovative Technologies.** (All Directors - One Vote)

*That staff be directed to stay abreast of new technologies that may be used to improve effluent quality and reduce water use and that these technologies be considered when making servicing decisions.*

**Pump and Haul Local Service Area Amendment Bylaw No. 975.38 - Gallagher Way - Area B.** (All Directors - One Vote)

1. That the boundaries of the RDN Pump and Haul Local Service Area Bylaw No. 975 be amended to include Lot 85, DL 32, Gabriola Island, Nanaimo Land District, Plan 21586 (Gallagher Way, Area B).

2. That "Regional District of Nanaimo Pump & Haul Local Service Area Amendment Bylaw No. 975.38, 2004" be read three times and forwarded to the Inspector of Municipalities for approval.

## **SOLID WASTE**

### **Regional Landfill Post Closure Implementation Plan.** (All Directors – Weighted Vote)

*That the Board approve the Regional Landfill post closure implementation plan for submission to the Ministry of Water, Land and Air Protection.*

### **Landfill Gas Utilization Update.** (All Directors – One Vote)

*That the update on plans to utilize landfill gas (LFG) collected at the Regional Landfill be received for information.*

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

### **Electoral Area 'A' Parks & Green Spaces Advisory Committee.** (All Directors One Vote)

*That the minutes of the Electoral Area 'A' Parks & Green Spaces Advisory Committee meeting held September 16, 2004 be received for information.*

### **Electoral Area 'B' Parks & Open Space Advisory Committee.** (All Directors - One Vote)

*That the minutes of the Electoral Area 'B' Parks & Open Space Advisory Committee meeting held September 13, 2004 be received for information.*

### **Nanoose Bay Parks & Open Space Advisory Committee.** (All Directors - One Vote)

*That the minutes of the Nanoose Bay Parks & Open Space Advisory Committee meeting held October 4, 2004 be received for information.*

### **Regional Parks Plan Review Select Committee.** (All Directors – One Vote)

*That the minutes of the Regional Parks Plan Review Select Committee meeting held October 13, 2004 be received for information.*

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

(All Directors - One Vote)

*That the minutes of the District 69 Recreation Commission meeting held October 21, 2004 be received for information.*

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

*That the recommendations from the District 69 Recreation Commission Grants Committee be approved as follows:*

*Community Grants:*

|   |                 |
|---|-----------------|
| <i>Bowser Tennis Club – resurfacing courts</i>                          | <i>\$ 2,500</i> |
| <i>Coombs Halloween Candy Walk</i>                                      | <i>\$ 1,000</i> |
| <i>Errington War Memorial Hall – washroom upgrade, old hall repairs</i> | <i>\$ 7,250</i> |
| <i>Oceanside Community Arts Council – musical recitals</i>              | <i>\$ 700</i>   |
| <i>Oceanside Lyrics Ensemble</i>  | <i>\$ 800</i>   |
| <i>Parksville and District Association for Community Living</i>         | <i>\$ 870</i>   |
| <i>Parksville Special Olympics</i>                                      | <i>\$ 700</i>   |
| <i>Ravensong Masters Swim Club</i>                                      | <i>\$ 1,300</i> |

*Youth Grants:*

|   |                 |
|---|-----------------|
| <i>Deep Bay Yacht Club</i>  | <i>\$ 2,500</i> |
| <i>District 69 Family Resource Association</i>                          | <i>\$ 2,190</i> |
| <i>KSS Music Program – Parents Committee – purchase bass instrument</i> | <i>\$ 750</i>   |
| <i>Vancouver Island Adrenalin Games</i>                                 | <i>\$ 800</i>   |

**Intergovernmental Advisory Committee. (All Directors – One Vote)**

*That the minutes of the Intergovernmental Advisory Committee meeting held October 21, 2004 be received for information.*

**Regional Growth Monitoring Advisory Committee/State of Sustainability Project. (All Directors – One Vote)**

*That the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meetings held October 6 and October 27, 2004 be received for information.*

**Transit Business Plan Update Select Committee. (All Directors – One Vote)**

*That the minutes of the Transit Business Plan Update Select Committee meeting held October 28, 2004 be received for information.*

*That a letter be sent to the Premier that the Province consider for their 2005 budget, the allocation of surplus funds for additional funding to transit for the Nanaimo Regional transit system and others in the BC Transit Municipal Systems program.*

**Vancouver Island Corridor. (All Directors – Weighted Vote)**

*That \$2,000 be sent to the Capital Regional District to offset expenses in the assessment of the Island Corridor Foundation's business plan.*

**7.3 EXECUTIVE STANDING COMMITTEE**

**7.4 COMMISSIONS**

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

**8. ADMINISTRATOR'S REPORTS**

48-55 Barclay Crescent Sewer Servicing Initiative. (All Directors – One Vote)

56-58 Federation of Canadian Municipalities International Centre for Municipal Development Partnership Program – RDN Partnership with Sunyani, Ghana. (All Directors – One Vote)

**9. ADDENDUM**

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

**11. NEW BUSINESS**

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

**13. ADJOURNMENT**

**14. IN CAMERA**

*That pursuant to Section 90(1) (g) of the Community Charter the Board proceed to an In Camera meeting to consider items relating to legal matters.*



**RECEIVED**  
NOV 10 2004  
REGIONAL DISTRICT  
of NANAIMO

**ECKLUNDSON**  
CONSTRUCTION LTD.

"Quality Construction Assured"  
New Home Warranty Certified



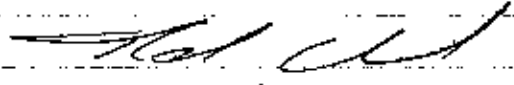
4837 Fairbrook Crescent  
Nanaimo, BC V9T 6L6  
Ph. (250) 751-5585  
Email: rod@ek@telus.net

**ROD EKLAND**

NOV. 10, 2004

I ROD EKLAND WOULD LIKE TO  
ADDRESS THE BOARD MEETING ON NOV. 27<sup>th</sup>  
REGARDING THE VARIANCE APPLICATION  
I HAVE SUBMITTED TO THE R.D.N.

THANK YOU,

  
ROD EKLAND  
751-5585 : CELL

DP 60458

**Pearse, Maureen**

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**From:** Faye Smith [fcsmith@telus.net]  
**Sent:** Friday, November 12, 2004 2:53 PM  
**To:** Pearse, Maureen  
**Cc:** cr  
**Subject:** delegation

Dear Maureen,

Faye Smith and Carol Cornish would like to make a delegation to the Board on November 23rd on behalf of the Englishman River Watershed Recovery Plan. We have prepared a short Power Point presentation highlighting some of the restoration and educational activities that have been going on in the Recovery Plan in the past couple of years. Is there a projector available? If not, we can rent one for the evening. Please let me know. Thank you very much, Faye

250 752 9297 Faye  
250 248 8402 Carol

**Burgoyne, Linda**

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**From:** Osborne, Tom  
**Sent:** Wednesday, November 17, 2004 8:36 AM  
**To:** Burgoyne, Linda  
**Cc:** ...@rdn.bc.ca; Porteous, Dan  
**Subject:** Citizen Builders Proposal

Linda,

Alan MacDonald would like to speak as a delegation at the November 23 Regional Board Meeting.

Tom Osborne  
Manager of Recreation and Parks

Regional District of Nanaimo  
Recreation and Parks Department  
Oceanside Place  
830 West Island Highway  
Parksville, BC  
V9P 2X4

E-mail: [tosborne@rdn.bc.ca](mailto:tosborne@rdn.bc.ca)  
Phone: (250) 248-3252  
Toll Free: 1-888-828-2069  
Fax: (250) 248-3159

[www.rdn.bc.ca](http://www.rdn.bc.ca)

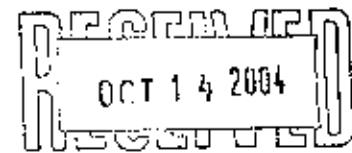
-----Original Message-----

**From:** MacDonald, Alan G MCF:EX [mailto:alan.g.mcf@rdn.bc.ca]  
**Sent:** Tuesday, November 16, 2004 4:55 PM  
**To:** Osborne, Tom  
**Subject:** RDN Presentation

Tom, please put our Citizen Builders Proposal on the Agenda for the RDN meeting later this month.

thx.

Alan Macdonald  
Team Leader  
Youth and Probation Service Team  
KEC, Parksville  
(250) 954-4737  
(250) 248-8974 (fax)



## **CITIZEN BUILDERS A YOUTH LINK PARTNERSHIP INITIATIVE**

Community Based Prevention for Highly Vulnerable Youth

### **Project Description**

The purpose of this program is to integrate the delivery of educational, health, social and recreational services connecting vulnerable youth and their families with both informal and formal supports to assist them in achieving stability in their home, connectedness to their schools and community, and enhanced safety and well being. The core of this program is a highly structured community based recreation program that connects youth with volunteer mentors and is closely integrated with the district's schools.

The primary goal of the program is to increase youth's resiliency, or the ability to cope in the face of adversity, by helping them develop and maintain strong relationships with positive role models and mentors – an experienced and trusted friend and advisor. These may include extended family, employers, service clubs, faith groups, friends, landlords, neighbours and other organizations. The program will connect youth with a volunteer base of mentors currently being developed by the Family Resource Association. The program will provide the structure and facilitation for the youth/mentor relationship to be developed as well as provide direct recreational and leisure programming to individual youth and in group settings.

Activities will primarily be community-based and linked to the youth's classroom so that skills and civic values can be transferred and consistent across the youth's day experience. To assist the youth in taking an active role in the program, activities will occur during times that best fit the youth and family's schedule and operate from an asset-based perspective building on the youth's individual strengths.

Activities will include a wide range of recreational and leisure options including: yoga, sailing, swimming, skating, cooking, art, golf, kayaking, camping, hiking, surfing as well as volunteerism and work placements. There has been a number of studies that document a linkage between participation in youth recreation, leisure, or service, and later positive outcomes in adulthood (Canadian Institute of Child Health, 2002). In December 2001 the Canadian Council on Social Development and Canadian Policy Research Networks found that participation by youth in structured recreation appears to play an important role in fostering active citizenship, social inclusion, improving physical and mental health, increasing self-esteem among adolescent girls and encouraging better academic performance. Research indicates that youth who are engaged in this type of activity will benefit from decrease risk factors of drug abuse, stress, depression, anxiety (Williams, 1994) while increasing protective factors such as self-esteem and social skills. Further, youth will achieve a sense of belonging, life skills, cultural awareness, and sense of community.

By involving these youth in this Citizenship Building program, there will be a long-term benefit in their lifestyle choices. If recreation and civic involvement continue to play an

important role in the youth's lives, there will be individual benefits and societal economic benefits such as reduced health care, social service and police/justice costs.

**Name of the Organisations**

District 69 Family Resource Association (FRA) and Youth Link Community Partnership

**Mailing Address**

181 Sunningdale Road West, Qualicum Beach, BC, V9K 1K7

**Contact Persons**

Alan Macdonald (250) 954-4737, Alan.MacDonald@gems3.gov.bc.ca

Marilynn Simms (250) 752-6766, msims@d69fra.org

**A Brief Description of the Partnering Organisations**

District 69 Family Resource Association is a non-profit organization that has provided services to the residents of this district for 15 years. Recently, the Accreditation Commission of the Council on Accreditation has accredited FRA. The agency's focus is on early intervention and youth with multiple risk factors; they currently offer eleven programs. The FRA is funded by the Ministry of Child and Family Development, Ministry of Community, Aboriginal and Women's Services and the Ministry of Mental Health and is a partner in the Youth Link Community Partnership. The FRA would administer the Citizen Builders program.

Youth Link originated in the spring of 2003 to provide integrated and easily accessible support services to youth and their families through school based offices that exist in all 6 of the District's middle and secondary schools. Services provided include: drug and alcohol counselling, recreation outreach, victims assistance, social work, family support, sexual health information, counselling, child and youth care work, community policing and youth employment. The Youth Link Community Partnership involves: The Ministry of Child and Family Development (MCFD), School District 69, the Oceanside Detachment of the RCMP, The Regional District of Nanaimo Recreation & Parks, Vancouver Island Health Authority (VIHA) and District 69 Family Resource Association (FRA).

**The Target Population**

The target population is highly vulnerable youth (ages 11-14) in District 69 with one or more of the following risks to their safety and well being: poverty, FAS, neglect or abuse, isolation from family and community supports, and mental health disorders. These risks often translate into very poor outcomes for this population including: poor physical, emotional and mental health, school drop out, substance abuse, unemployment later in life, involvement in the criminal justice system, poor life skills, conduct disorders, problems with attachment, and self destructive or suicidal behavior. Within this population the service will be provided to 15-20 of the most vulnerable youth.

**The Goals of the Project:**

Goal # 1. To build the strengths, capacity and resilience of highly vulnerable youth to overcome adversity by building necessary supports and mastering life skills necessary for healthy functioning within the community.

Goal #2. To provide opportunities that will decrease risk factors and increase protective factors.

**The Objectives of the Project:**

For highly vulnerable youth:

- to build and promote natural community based support systems;
- to build their sense of self-esteem, belonging and commitment to the community.;
- to achieve stability and continuity of lifelong relationships with families and community;
- to assess, plan for and build capacity to promote positive outcomes currently and into adulthood;
- to create the conditions necessary to meet all basic needs including food, shelter, clothing, education and health treatment;
- to increase opportunities for competence and mastery of the skills necessary to live healthy independent lives;
- to develop to positive, supportive relationships and connections with members of their family and community;
- to behave in ways that are healthy and socially acceptable in the community; and
- to improve school performance and promote completion of high school education.

**The need for this project has been identified by:**

Youth Link community partners including: School District #69, the Ministry for Children and Family Development, FRA, Regional District of Nanaimo Parks and Recreation, and foster parents. Moreover, the youth themselves have expressed an interest in this type of program.

**Attached:**

- Appendix A Proposed Partnerships
- Appendix B Budget
- Appendix C Principles
- Appendix D Performance Measures

Appendix A

PROPOSED PARTNERS  
Sources of Revenue and Contributions

| <b>Funders</b>   | <b>Financial Contributions</b>           | <b>In-kind Contributions</b>  |
|--|--|---|
| Ministry of Child and Family Development                                 | \$30,000 over 4 years (Confirmed)        |   |
| School District 69   | \$30,000 over 4 years (Year 1 confirmed) |   |
| United Way of Canada   | \$30,000 over 4 years                    |   |
| Regional District of Nanaimo   | \$30,000 over 4 years                    |   |
| Coastal Communities Credit Union   | \$30,000 over 4 years                    |   |
| <b>Service Partners</b>  |  |   |
|  |  |   |
| Society of Organized Services  |  | Facility usage for programs and meetings                                |
| Vancouver Island Health Authority Alcohol and Drug Programs              |  | Targeted drug and alcohol prevention services                           |
| Family Resource Association  |  | Access to and facilitation of linkage with volunteer mentoring program  |
| Ministry of Child and Family Development - Child and Youth Mental Health |  | Rough Diamonds Art Therapy Program                                      |
| Vancouver Island Health Authority Public Health                          |  | Targeted sexual health prevention services                              |
| R.C.M.P., Parksville Detachment, Community Policing Division             |  | Crime Prevention: D.A.R.E. and direct involvement in recreation program |
| Total In-kind Value  |  |   |
| <b>Total</b>   | <b>\$150,000</b>                         |   |

Appendix B  
Budget

| ITEM  | <u>Total<br/>with benefits</u> | <u>Total<br/>without benefits</u> |
|---|--------------------------------|-----------------------------------|
| <b>Gross Wages</b>                            |                                |                                   |
| Staff Position                                | \$16,580.20                    | \$16,580.20                       |
| Detail  | 910hours<br>at \$18.22hr.      | 910hours<br>at \$18.22hr.         |
| <b>Benefits</b>                               |                                |                                   |
| CPP   | \$965.32                       | \$965.32                          |
| EI  | \$540.19                       | \$540.19                          |
| Vacation Pay                                  | \$1,170.08                     | \$1,170.08                        |
| WCB   | \$118.96                       | \$118.96                          |
| RSP contributions                             | \$1,365.09                     |                                   |
| Extended Health                               | \$3,315.22                     |                                   |
| <b><u>Total Wages</u></b>                     | <b><u>\$24,055.06</u></b>      | <b><u>\$19,374.75</u></b>         |
| <b>Project Activity Costs</b>                 |                                |                                   |
| Supervisory/E.D.                              | \$2,410.00                     | \$2,410.00                        |
| Clinical Supervision                          | \$900.00                       | \$900.00                          |
| Travel/Van Rental Cost                        | \$3,300.00                     | \$3,300.00                        |
| Secretarial/Reception                         | \$1,285.45                     | \$1,285.45                        |
| Audit Expense                                 | \$204.55                       | \$204.55                          |
| Bookkeeping                                   | \$514.80                       | \$514.80                          |
| Printing/Communications                       | \$563.64                       | \$563.64                          |
| Equipment Leasing                             | \$86.36                        | \$86.36                           |
| Computer Printer                              | \$300.00                       | \$300.00                          |
| Utilities                                     | \$209.11                       | \$209.11                          |
| Bank Charges                                  | \$63.62                        | \$63.62                           |
| Rent  | \$545.45                       | \$545.45                          |
| Janitorial                                    | \$163.64                       | \$163.64                          |
| Insurance                                     | \$55.00                        | \$55.00                           |
| Equipment/Furniture <\$250                    | \$300.00                       | \$300.00                          |
| Training                                      | \$250.00                       | \$250.00                          |
| Resources                                     | \$250.00                       | \$250.00                          |
| Client Expenses                               | \$1,000.00                     | \$1,000.00                        |
| Recreation                                    | \$2,000.00                     | \$2,000.00                        |
| <b><u>Total Project Activity Costs</u></b>    | <b><u>\$14,401.62</u></b>      | <b><u>\$1,401.62</u></b>          |
| <b>Total Program Cost<br/>(For 12 months)</b> | <b>\$38,456.68</b>             | <b>\$33,776.37</b>                |



## Appendix C Principles

1. **Building on the capacities of families and communities – capacity building.**
2. **Greater emphasis on early and ongoing assessment and planning.**
3. **The separation of services and placements, and bringing services to placements.**
4. **Emphasis on wraparound/integrated case management (ICM).**
5. **Improved access for families seeking help.**

**Building on the capacity and strengths of families, neighborhoods and community's** requires a recognition that families, even those in crisis, and communities, even those with apparently few resources, have unique strengths that can be utilized to help in addressing their own issues. Basic helping principles require developing a trusting relationship and an agreement to work together to resolve issues. This involves listening to families and recognizing their capacity to contribute to the decision-making process, by involving others in their extended families and communities to develop helping strategies and services to obtain the desired outcomes.

**Greater emphasis on early and ongoing comprehensive, interdisciplinary assessment** involves the appraisal of social skills, personal and family history, family structure, mental health factors, and intellectual potential and academic achievement. It also involves consideration of the developmental stage of the child or youth, and documents resiliency and strengths as well as challenges. Most importantly, a comprehensive assessment should also include an appraisal of the child 's or youth 's environment, and/or should indicate what contextual (placement or service) factors or changes would be necessary to meet the needs of the child or youth.

**Separation between services and placements** conceptually and functionally helps ensure that services a child or youth receives are not dependent upon where he or she lives; rather, they are brought or made available to the child or youth where he or she lives. A child or youth should rarely have to be moved in order to obtain a service, no matter how specialized that service is. In addition, out-of-home placements can often be prevented if we provide children or youth, their parents or the whole family with the right services earlier.

**Integrated case management (ICM)** refers to the process of collaborative work by service providers. The process includes joint assessment and planning, service delivery, monitoring and review. A central goal of ICM is to reduce fragmentation or isolation of service providers or the child or youth and family. The involvement of the child or youth and family is considered essential.

**Improved access for families seeking help** will be accomplished in part by providing services via the schools while encouraging the development of well-linked services in response to changing local needs and based on current, state-of-the-art practice. Outreach and community based services will school inked activities.

Working with Community To Support Children, Youth and Families: A System of Care - Companion Document, May 2002 Residential Advisory Committee, Ministry of Child and Family Development

**Appendix D**  
**Performance Measures**

| <b>Outputs</b>   | <b>Outcomes</b>  | <b>Indicators</b>  |
|--|--|--|
| <ul style="list-style-type: none"> <li>• Number of mentors</li> <li>• Number of youth</li> <li>• Number of staff</li> <li>• Number of hours mentor and youth spent together</li> </ul> | <ul style="list-style-type: none"> <li>• Greater permanence and stability for children and youth within their families and communities</li> <li>• Children/youth/families have positive relations with members in the community</li> <li>• Mentors have a greater sense of well-being as a result of contributing to the well-being of children, youth and families</li> <li>• Children and youth have a greater overall sense of well-being</li> <li>• Youth are successful in their transition to adulthood</li> <li>• Children/youth/families have positive involvement in the community</li> <li>• Children and youth have positive involvement in school</li> </ul> | <ul style="list-style-type: none"> <li>• Child/youth/family reports positive relationships with mentor</li> <li>• Mentor reports positive relationship with child/youth/family</li> <li>• Increased positive school performance for child/youth</li> <li>• Increase in number of days of school attendance for child/youth</li> <li>• Increase in number of children and youth who get post-secondary education</li> </ul> |

Working with Community To Support Children, Youth and Families: A System of Care - Companion Document, May 2002 Residential Advisory Committee, Ministry of Child and Family Development

## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF THE REGIONAL DISTRICT OF NANAIMO HELD ON TUESDAY, OCTOBER 26, 2004, AT 7:00 PM IN THE RDN BOARD CHAMBERS

#### Present:

|                       |                        |
|-----------------------|------------------------|
| Director J. Stanhope  | Chairperson            |
| Director H. Kreiberg  | Electoral Area A       |
| Director G. Lund      | Electoral Area B       |
| Director E. Hamilton  | Electoral Area C       |
| Director D. Haime     | Electoral Area D       |
| Director P. Bibby     | Electoral Area E       |
| Director L. Biggemann | Electoral Area F       |
| Director D. Bartram   | Electoral Area H       |
| Director R. Longmuir  | City of Parksville     |
| Alternate             |                        |
| Director B. Avis      | Town of Qualicum Beach |
| Director C. Haime     | District of Lantzville |
| Director G. Korpan    | City of Nanaimo        |
| Director T. Krafl     | City of Nanaimo        |
| Director R. Cantelon  | City of Nanaimo        |
| Director L. McNabb    | 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     |
| B. Lapham   | Gen. Mgr. of Development Services   |
| N. Connelly | Gen. Mgr. of Community Services     |
| J. Finnie   | Gen. Mgr. of Environmental Services |
| M. Pearsc   | Manager of Administrative Services  |

#### CALL TO ORDER

#### DELEGATIONS

##### **Dorothy Roberts, re Traffic Flow Problems on Corcan Road – Area H.**

Ms. Roberts voiced concerns with respect to the heavy traffic flow on Corcan Road and submitted a petition requesting support toward an access from Corcan Road to the Inland Island Highway.

Director Bartram indicated that himself and Director Biggemann would be delivering the petitions to MIA Gillian Trumper on November 3, 2004.

##### **Wendy Huntbatch, re Zoning Amendment Application No. ZA0413 – 2116 Alberni Highway – Area F.**

Ms. Huntbatch was not in attendance.

**BOARD MINUTES**

MOVED Director Krall, SECONDED Director Sherry, that the minutes of the Board meeting held September 28, 2004 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Thomas McArthur, French Creek Residents' Association, re Board of Variance.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from French Creek Residents' Association with respect to Board of Variance Appeal No. 04-29, be received.

CARRIED

**Derek Trimmer, Ministry of Community, Aboriginal & Women's Services, re Electoral Areas C/D.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from Derek Trimmer with respect to the Supplementary Letters Patent issued which combine Electoral Area 'C' with the remainder of Electoral Area 'D' as of December, 2005, be received.

CARRIED

**Richard Dean, re DP Application No. 60449 – Reilly – 1651 Admiral Tryon Boulevard – Area G.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from Richard Dean with respect to DP Application No. 60449 be received.

CARRIED

**Thomas McArthur, French Creek Residents Association, re DP Application No. 60449 – Reilly – 1651 Admiral Tryon Boulevard – Area G.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from Thomas McArthur with respect to DP Application No. 60449 be received.

CARRIED

**Thomas McArthur, French Creek Residents Association, re Board of Variance Appeal No. 04-29.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from Thomas McArthur with respect to BOV Appeal No. 04-29 be received.

CARRIED

**R. D. Robinson, re Board of Variance Appeal No. 04-29.**

MOVED Director Sherry, SECONDED Director Krall, that the correspondence received from R. D. Robinson with respect to BOV Appeal No. 04-29 be received.

CARRIED

**UNFINISHED BUSINESS**

*From the Board meeting held September 28, 2004.*

**Development Variance Permit Application No. 90415 & Request for Relaxation of the Minimum 10% Frontage Requirement – Fern Road Consulting Ltd. on behalf of V & M Fritzsche – 1410, 1420 and 1424 Hodge's Road – Area G.**

MOVED Director Hamilton, SECONDED Director D. Harne, that the request, submitted by Fern Road Consulting Ltd., on behalf of V & M Fritzsche to: relax the minimum 10% frontage requirement for the Proposed Lots A, B and C as shown on the submitted plan of subdivision, and attached as Schedule No. 1; and, to relax the minimum interior lot line setback requirement from 30.0 metres to 14.0 metres, 22.5 metres, and 7.6 metres for three agricultural buildings housing livestock or storing manure proposed to be

located within Lot A, be approved as shown on Schedule No. 2 and the notification requirements pursuant to the *Local Government Act*.

CARRIED

*From the Board meeting held September 18, 2004.*

**Retaining Wall Policy – Adjacent to the Ocean.**

MOVED Director Bartram, SECONDED Director Bibby:

1. That the Board endorse, by resolution, the revised Retaining Wall policy in Attachment No. 1 of the corresponding staff report.
2. That staff be directed to inform waterfront property owners of the policy.

CARRIED

*From the Board meeting held June 8, 2004.*

**Restructure Committee -- Remainder of Electoral Area 'D'.**

MOVED Director Hamilton, SECONDED Director D. Haime, that:

WHEREAS geographically, Electoral Areas 'C' and 'D' are separate and distinct and do not have shared roads other than the Inland Island Highway to connect their communities;

AND WHEREAS Electoral Area 'C' is already comprised of a number of fragmented communities with few connecting roadways and the addition of the communities in Electoral Area 'D' will increase the dispersed nature of the electoral area,

AND WHEREAS the Pleasant Valley and East Wellington communities in Electoral Area 'D' have already felt themselves represented as minority interest within Electoral Area 'D';

AND WHEREAS the remainder of Electoral Area 'D' is more developed and in an urban setting than Electoral Area 'C' which has a rural and agricultural setting;

AND WHEREAS for the reasons outlined above, it will be extremely difficult for these two diverse electoral areas to be represented by a single Area Director;

AND WHEREAS Electoral Area 'C' has existed for many years as an independently represented area despite its small population base and Electoral Area 'D' now has a population base similar to Electoral Area 'C';

THEREFORE BE IT RESOLVED that the Board of the Regional District of Nanaimo request the Province of BC to amend the letters patent dated April 3, 2003 to allow Electoral Area 'D' to remain as an independent Electoral Area following the Local Government Elections in November 2005.

A recorded vote was requested.

MOVED Director Krall, SECONDED Director Holdom, that the resolution be postponed indefinitely and that the Regional District send a letter to the Minister of Community, Aboriginal and Women's Services expressing the Board's disappointment over the issue of the amalgamation of Electoral Areas C and D and the false expectations which were raised regarding consultation with the Province on this issue.

A recorded vote was requested.

The motion was DEFEATED with Directors Stanhope, Cantelon, Krall, Korpan, McNabb, Longmuir, Holdom and Sherry voting in the affirmative and Directors Bibby, Biggemann, Kreiberg, C. Haime, Bartram, Lund, D. Haime, Avis and Hamilton voting in the negative.

MOVED Director Korpan, SECONDED Director Holdom, that a 10 minute caucus be held.

CARRIED

Time: 7:25 pm.

The meeting reconvened at 7:35 pm.

The question was called on the main motion.

The motion was DEFEATED with Directors Stanhope, Bibby, Biggemann, Kreiberg, Bartram, Lund, D. Haime and Hamilton voting in the affirmative and Directors Cantelon, Krall, Korpan, McNabb, C. Haime, Longmuir Holdom, Avis and Sherry voting in the negative.

MOVED Director Hamilton, SECONDED Director D. Haime, that:

The RDN Board send a letter to the Minister of Community, Aboriginal and Women's Services expressing our frustration and dissatisfaction with the manner in which they handled amending the boundaries of Electoral Areas C and D. While correspondence from the Minister asked for input discussion with Ministry staff at UBCM advised that residents of Electoral Areas do not get consulted on issues of amalgamation only municipal residents do.

The Ministry's policies reflect that there are two classes of residents of BC, municipal residents that do get consulted and electoral areas which do not. We believe the Ministry's policies should be amended to treat all residents in the Province equally on amalgamation matters.

We also ask that all correspondence in the form of letters, e-mails and petitions received by the Board from the residents of Electoral Areas C and D be forwarded to the Minister and that a copy of the letter be sent to UBCM, MLA Reid and MLA Hunter.

It was requested that the items be dealt with seriatim.

MOVED Director Sherry, SECONDED Director Krall, that the first resolution be amended to read:

That the RDN Board send a letter to the Minister of Community, Aboriginal and Women's Services expressing our frustration and dissatisfaction with the manner in which they handled amending the boundaries of Electoral Areas C and D, given that correspondence from the Minister had asked for Board input.

CARRIED

The question was called on the first resolution, as amended.

The motion CARRIED.

MOVED Director Hamilton, SECONDED Director D. Haime, that the second resolution be endorsed.

DEFEATED

MOVED Director Hamilton, SECONDED Director D. Haime, that the third resolution be endorsed.

CARRIED

**BYLAWS**

**For Adoption.**

**Bylaw No. 500.300 – Land Use and Subdivision Amendment Bylaw No. 500.300 – North Cedar Improvement District (NCID) – Yellow Point Road – Area A.**

MOVED Director Kreiberg, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.300, 2004” be adopted.

CARRIED

**Bylaw No. 500.304 – Zoning Amendment Bylaw No. 500.304 – Fern Road Consulting on behalf of Stranaghan – Spider Lake Road and Horne Lake Road – Area H.**

MOVED Director Bartram SECONDED Director Hamilton, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.304, 2004” be adopted.

CARRIED

**Bylaw No. 500.307 – Zoning Amendment Application No. ZA0414 – Department of National Defense Lands – 1733 Admiral Tryon Blvd. – Area G.**

MOVED Director Bibby, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.307, 2004” be adopted.

CARRIED

**Bylaw No. 975.35.**

MOVED Director McNabb, SECONDED Director Sherry, that “Regional District of Nanaimo Pump and Haul Local Service Area Amendment Bylaw No. 975.35, 2004” be adopted.

CARRIED

**Capital Charge Exclusion – Nature Trust of British Columbia – 1520 Terrien Road – Area E.**

MOVED Director Bibby, SECONDED Director Longmuir, that the request by the Nature Trust of British Columbia to waive the Capital Charge of \$2,023 for the inclusion of property located at 1520 Terrien Road and legally described as Lot 8, District Lot 22, Nanoose Land District, Plan 10012, be approved.

CARRIED

MOVED Director Bibby, SECONDED Director Bartram, that as a condition of waiving of the capital charge, the sum of \$2,023 be used to improve signage, access and parking at the Terrien Road site.

CARRIED

**Bylaw No. 1021.05.**

MOVED Director Sherry, SECONDED Director Bibby, that “Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.05, 2004” be adopted.

CARRIED

**Bylaw No. 889.26.**

MOVED Director Bibby, SECONDED Director Sherry, that “Northern Community Sewer Local Service Area Amendment Bylaw No. 889.26, 2004” be adopted.

CARRIED

**Bylaw No. 869.06.**

MOVED Director Korpan, SECONDED Director Hamilton, that “Morningstar Streetlighting Local Service Area Boundary Amendment Bylaw No. 869.06, 2004” be adopted.

CARRIED

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

**ELECTORAL AREA PLANNING STANDING COMMITTEE**

MOVED Director Hamilton, SECONDED Director Bibby, that the minutes of the Electoral Area Planning Committee meeting held October 12, 2004 be received for information.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Richard Dean, re DP Application No. 60449 – Reilly – 1651 Admiral Tryon Boulevard – Area G.**

MOVED Director Hamilton, SECONDED Director Biggemann, that the correspondence from Richard Dean with respect to Development Permit Application No. 60449 be received.

CARRIED

**Diane Pertson, re Consideration of Park Land Dedication – Timberlake-Jones Engineering Ltd., on behalf of Timberstone Developments – Northwest Bay Road – Area E.**

MOVED Director Hamilton, SECONDED Director Bibby, that the correspondence from Diane Pertson with respect to the subdivision application by Timberlake-Jones Engineering Ltd./Timberstone Developments be received.

CARRIED

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. 60443 – Tenaut/Fern Road Consulting Ltd., and DP Application No. 60444 – West Coast Rangers Ltd., Vincent, Stranaghan, Tennant and Bartzten/Fern Road Consulting Ltd. – Spider Lake Road and Horne Lake Road – Area H.**

MOVED Director Hamilton, SECONDED Director Bartram, that Development Permit Application No. 60443, submitted by Fern Road Consulting, for the properties legally described as

Lot 5, Blk 347, Newcastle and Alberni Districts, Plan 33670;  
Lot 4, Blk 360, Newcastle and Alberni Districts, Plan 35096;  
Lot 5, Blk 360, Newcastle and Alberni Districts, Plan 35096;  
Lot 17, Blk 360, Newcastle District, Plan 36512; and  
Lot 18, Blk 360, Newcastle District, Plan 36512

be approved, subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Hamilton, SECONDED Director Bartram, that Development Permit Application No. 60444, submitted by Fern Road Consulting, for the property legally described as Lot 17, Blk 360, Newcastle District, Plan 36512, be approved, subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Hamilton, SECONDED Director Bartram, that the request from Fern Road Consulting to relax the minimum 10% frontage requirements for

Lot 5, Blk 347, Newcastle and Alberni District, Plan 66370;  
Lot 4, Blk 360, Newcastle and Alberni Districts, Plan 35096;  
Lot 5, Blk 360, Newcastle and Alberni Districts, Plan 35096



for proposed Lot C, shown on the proposed subdivision, be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

**Development Permit Application No. 60449 -- Reilly -- 1651 Admiral Tryon Boulevard -- Area G.**

**T. McArthur, French Creek Residents Association, re DP Application No. 60449.**

Mr. McArthur clarified the purposes of the French Creek Residents Association.

MOVED Director Hamilton, SECONDED Director D. Haime, that this item be deferred for one month.

CARRIED

MOVED Director Hamilton, SECONDED Director Bartram, that staff be directed to send a letter to the French Creek Residents Association confirming receipt of their correspondence of October 11, 2004 as part of the application process.

CARRIED

**Development Permit Application No. 60450 -- Kehoe Holdings/Fairwinds -- Andover Road -- Area E.**

MOVED Director Hamilton, SECONDED Director Bibby, that Development Permit No. 60450 for Kehoe Holdings Ltd. for the property legally described as Lot 1, District Lot 8, Nanoose District, Plan VIP72015 be approved subject to the conditions outlined in Schedule Nos. 1, 2, 3, 4, 5 and 6 of the corresponding staff report and to the notification requirements pursuant to the Local Government Act with respect to the proposed variances to Bylaw No. 500, 1987.

CARRIED

**Development Permit Application No. 60451 & Request for Relaxation for the Minimum 10% Frontage Requirement -- C & L Addison -- Dan's and McLean's Roads -- Area C.**

MOVED Director Hamilton, SECONDED Director D. Haime, that Development Permit No. 60451 submitted by C & L Addison, to allow a driveway access within a Farm Land Protection Development Permit Area and a subdivision within a Watercourse Development Permit Area and to relax the minimum 10% frontage, for the property legally described as Lot A, Section 7, Range 3, Cranberry District, Plan VIP57090 Except Plan VIP73826 be approved, subject to the conditions outlined in Schedule Nos. 1 and 2 of the corresponding staff report.

CARRIED

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

**Development Variance Permit Application No. 90416 -- Clark -- 3696 Bell Road -- Area D.**

MOVED Director Hamilton, SECONDED Director D. Haime, that Development Variance Permit Application No. 90416, submitted by the property owners David Roland Clark and Kathleen Ann Clark for the property legally described as Lot B, Section 18, Range 3, Mountain District, Plan 22702 to relax the minimum setback requirements from 2 exterior lot lines to facilitate the construction of an accessory building, be approved subject to the conditions outlined in Schedules No. 1, 2 and 3 and subject to the notification requirements pursuant to the *Local Government Act*.

CARRIED

**OTHER**

**Consideration of Park Land Dedication – Timberlake-Jones Engineering Ltd., on behalf of Timberstone Developments – Northwest Bay Road – Area E.**

MOVED Director Hamilton, SECONDED Director Bibby, that the revised park land proposal submitted by Timberlake-Jones Engineering Ltd., on behalf of Timberstone Developments in conjunction with the subdivision of Lot 1, DL 68, Nanoose District, Plan 3940 & District Lot 68, Nanoose District Except Amended Parcel A Thereof and Except Those Parts in Plans 3940, 26680, 27026, 27376 and 30341 be accepted subject to the conditions set out in Schedule No. 1 of the staff report.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

MOVED Director Krall, SECONDED Director Sherry, that the minutes of the regular Committee of the Whole meeting held October 12, 2004 be received for information.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Hira Chopra, Chairperson, Alberni-Clayoquot Regional District, re Property Tax Exemption.**

MOVED Director Krall, SECONDED Director Hamilton, that the correspondence from the Alberni-Clayoquot Regional District with respect to a request for property tax exemption for Mount Arrowsmith Regional Park be received.

CARRIED

**COMMUNITY SERVICES**

**RECREATION & PARKS**

**Horne Lake Regional Park Operations Update.**

MOVED Director Bartram, SECONDED Director Sherry, that the update report on long-term planning for Horne Lake Regional Park (HLRP) operations, be received.

CARRIED

**CORPORATE SERVICES**

**FINANCE**

**Property Tax Exemption – Alberni-Clayoquot Regional District.**

MOVED Director Holdom, SECONDED Director Hamilton, that "Property Tax Exemption Bylaw No. 1404, 2004" be introduced for first three readings.

CARRIED

MOVED Director Holdom, SECONDED Director Hamilton, that "Property Tax Exemption Bylaw No. 1404, 2004" having received three readings, be adopted.

CARRIED

MOVED Director Holdom, SECONDED Director Hamilton, that staff follow up with a report on the implications of adopting a bylaw for this purpose which would authorize a multi-year exemption from property taxes.

CARRIED

**DEVELOPMENT SERVICES****Liquor Licensing Policy.**

MOVED Director Krall, SECONDED Director Sherry, that the staff report on a Liquor Licensing Policy be received for information.

CARRIED

MOVED Director Krall, SECONDED Director Holdom, that the Board approve, by resolution, the Liquor Licensing Policy attached to the corresponding staff report as Schedule I.

CARRIED

MOVED Director Krall, SECONDED Director Holdom, that the Board direct staff, by resolution, to process an amendment to "Regional District of Nanaimo Fees and Charges Bylaw No. 1259, 2002" to incorporate the fees discussed in the corresponding staff report.

CARRIED

**Board of Variance Policy.**

MOVED Director Krall, SECONDED Director Bartram, that the Board of Variance Policy attached to the staff report as Schedule 1 be deferred until staff comes forward with an assessment of fees and charges and a review of the notification procedures as compared to the development variance permit process.

CARRIED

**BYLAW ENFORCEMENT****Section 57 of the Community Charter – Contravention of Bylaw – Infractions.**

MOVED Director Hamilton, SECONDED Director Bibby, that a notice be filed against the title of the property listed, pursuant to Section 57 of the *Community Charter* and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:

Lot 15, District Lot 78, Plan 14212, Nanoose Land District, 2993 Dolphin Drive, Electoral Area 'E', owned by P. and K. Kiidumae.

CARRIED

**EMERGENCY SERVICES****Inclusion of the District of Lantzville – Emergency Management Agreement.**

MOVED Director Korpan, SECONDED Director Sherry, that the request by the District of Lantzville to be included in the existing Emergency Management Agreement between the Regional District of Nanaimo, City of Nanaimo, City of Parksville and Town of Qualicum Beach be supported and the revision to the Agreement be endorsed.

CARRIED

**ENVIRONMENTAL SERVICES****UTILITIES****French Creek Sewer Local Service Area Bylaw No. 813.30 & Northern Community Sewer Local Service Area Bylaw No. 889.29 1371 Lundhøe Lane – Area G.**

MOVED Director Sherry, SECONDED Director Biggemann, that "French Creek Sewer Local Service Area Bylaw No. 813.30, 2004" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Sherry, SECONDED Director Biggemann, that "Northern Community Sewer Local Service Area Bylaw No. 889.29, 2004" 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 Bartram, SECONDED Director Longmuir, that the minutes of the District 69 Recreation Commission meeting held September 16, 2004 be received for information.

CARRIED

**Intergovernmental Advisory Committee.**

MOVED Director Sherry, SECONDED Director Holdom, that the minutes of the Intergovernmental Advisory Committee meeting held September 9, 2004 be received for information.

CARRIED

**Regional Growth Monitoring Advisory Committee/State of Sustainability Project.**

MOVED Director Holdom, SECONDED Director Bartram, that the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meeting held September 8, 2004 be received for information.

CARRIED

**Grants-in-Aid Committee.**

MOVED Director Hamilton, SECONDED Director Longmuir, that the minutes of the Grants-in-Aid Committee meeting held October 5, 2004 be received for information.

CARRIED

MOVED Director Hamilton, SECONDED Director C. Haime, that the following grants be approved:

***School District 68:***

|  |    |       |         |
|--|----|-------|---------|
| ALS Society of BC                            | \$ | 587   |         |
| Cedar Community Association                  |    | 1,215 |         |
| Cedar Family Playtime Society                |    | 800   |         |
| Cedar School & Community Enhancement Society |    | 1,020 |         |
| The Hope Centre                              |    | 378   |         |
| Nanaimo Search & Rescue                      |    | 1,528 |         |
|  |    |       | CARRIED |

MOVED Director Longmuir, SECONDED Director Avis, that the following grants be approved:

**School District 69:**

|   |    |       |
|---|----|-------|
| Arrowsmith Watersheds Coalition Society             | \$ | 1,500 |
| Central Island Critical Incident Stress Association |    | 200   |
| District 69 Family Resource Association             |    | 813   |
| Forward House Community Society                     |    | 600   |
| Lighthouse Country Marine Rescue Society            |    | 1,725 |
| Mount Arrowsmith Elder Abuse Prevention Comm.       |    | 300   |
| Oceanside Community Arts Council                    |    | 1,000 |
| Oceanside Emergency Social Services                 |    | 800   |
| Parksville & District Historical Society            |    | 1,550 |

CARRIED

**ADMINISTRATOR'S REPORTS**

**Low Flush Toilets – Building Code Amendment.**

MOVED Director Krall, SECONDED Director Bibby, that the Ministry of Community, Aboriginal and Women's Services' Building Policy Branch be requested to include the Regional District of Nanaimo in the next Building Code update regarding 6 litre Low Flush toilets.

MOVED Director D. Haime, SECONDED Director Holdom, that this item be deferred and that a report be prepared to provide further information on low flush toilets.

DEFEATED

The question was called on the main motion.

The motion CARRIED.

MOVED Director Korpan, SECONDED Director Holdom, that the requirement for low flush toilets be considered on the assumption of the availability of cost effective models that meet new technological standards for efficiency and effectiveness.

CARRIED

**Open Burning as a Land Clearing Technique.**

MOVED Director Krall, SECONDED Director Longmuir, that the map enclosed in the staff report delineating the proposed area for Category A classification be received for information.

CARRIED

MOVED Director Krall, SECONDED Director Longmuir, that the Board request the Ministry of Water Land and Air Protection to act on the 1996 request to change portions of the RDN to Category A under the Open Burning Smoke Control Regulation.

CARRIED

**Zoning Amendment Application No. ZA0413 – Wendy Hunthatch – 2116 Alberni Highway – Area F.**

MOVED Director Hamilton, SECONDED Director Bibby, that the Report of the Public Information Meeting containing the Summary of the Minutes held on September 13, 2004 be received.

CARRIED

MOVED Director Hamilton, SECONDED Director Biggemann, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004" be given 1<sup>st</sup> and 2<sup>nd</sup> reading, subject to the applicant meeting the Amended Conditions of Approval outlined in Schedule No. 1A.

CARRIED

MOVED Director Hamilton, SECONDED Director Biggemann, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004" proceed to public hearing, subject to the applicant meeting the Conditions of Approval outlined in Schedule No. 1A.

CARRIED

MOVED Director Hamilton, SECONDED Director Biggemann, that the public hearing on "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004" be delegated to Director Biggemann or his alternate.

CARRIED

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

##### **Board of Variance Appeal 04-29.**

MOVED Director Hamilton, SECONDED Director Cantelon, that staff obtain a legal opinion with respect to Board of Variance decision 04-29.

CARRIED

##### **Vancouver Island Regional Library.**

Director Bibby updated Board members on the proposed budget increase proposed for the Vancouver Island Regional Library.

#### **IN CAMERA**

MOVED Director Sherry, SECONDED Director Kreiberg, that pursuant to section 90(1)(g) of the *Community Charter* the Board proceed to an In Camera meeting to consider items relating to legal matters.

CARRIED

#### **ADJOURNMENT**

MOVED Director Sherry, SECONDED Director Kreiberg, that this meeting adjourn to allow for an in camera session.

CARRIED

TIME: 8:25 PM

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CHAIRPERSON

---

GENERAL MANAGER, CORPORATE SERVICES



|                                 |       |
|---------------------------------|-------|
| REGIONAL DISTRICT<br>OF NANAIMO |       |
| NOV - 4 2004                    |       |
| CHAIR                           | GMCRS |
| CAO                             | GMDS  |
| CLERK                           | GMES  |
| <i>Bill Corbett</i>             |       |

November 2, 2004

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

Dear Mr. Stanhope:

Thank you for your letter regarding the province's industry product stewardship initiatives. I am pleased to have this opportunity to review the status of these initiatives with you.

Along with the Ministry of Water, Land and Air Protection (WLAP), I would like to thank the Regional District of Nanaimo for your contribution to the development of the Recycling Regulation recently enacted by Order In Council 995 on October 7, 2004. Now that a single stewardship framework is in place, the Ministry is better situated to expand industry product stewardship in British Columbia. WLAP intends to use the Marbek decision-making tool to identify products that are suitable for industry product stewardship.

Since publication of the business plan, oil filters and containers were brought under regulation on January 23/03 by Order In Council 0059, which amended (effective July 22, 2003) the Post Consumer Residual Stewardship Program Regulation. The amendment requires that all brand-owners of oil, oil filters and containers (of 30 litres or less) have a collection and recycling (stewardship) program approved by the Director of the Environmental Management Branch, WLAP, or be a member of an association that collects and recycles on their behalf. The Recycling Regulation now covers products identified under the residual regulation.

I can assure you that Government continues to work on a strategy and timeframe to include the tire and battery programs in the recently approved Recycling Regulation. I understand that WLAP has made great progress in its discussions with Tire Stewardship BC and the Lead Acid Battery Recycling Association. Both industry associations have expressed interest in accepting responsibility for industry-led programs on the condition that the government remove the levies. WLAP continues to work toward a solution for the implementation of industry-led programs for tires and batteries by April 2006 or earlier.

.../2



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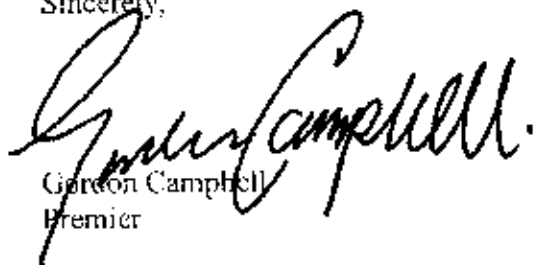
Box 9041 Str Prov Govt  
Victoria, B.C.  
V8W 9E1

You have referenced the dairy industry as well. I understand that WCAP was unable to support the proposal first submitted by the Dairy Council for a stewardship program because it was inconsistent with the principles in the business plan. The Dairy Council has now agreed to develop a draft plan that is consistent with the Ministry's stewardship principles in the business plan, and WCAP agrees that it should be given time to do so. The Ministry intends to assess the industry's progress as part of a review of the whole beverage container program to be carried out in about two years in the context of reviewing the revised stewardship plans that existing stewards are required to submit under the Recycling Regulation.

You have also expressed a desire to see electronic waste added the stewardship regulation. I can assure you that the Ministry intends to include e-waste as a schedule in the Recycling Regulation now that the basic regulatory structure is in place, and work is ongoing to that end.

I appreciate the time taken to send me your concern surrounding the initiatives and I hope this information is helpful. It was good to hear from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Gordon Campbell". The signature is written in a cursive, flowing style.

Gordon Campbell  
Premier

pc: Honourable Bill Barisoff



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**TO:** Robert Lapham  
General Manager, Development Services

**DATE:** November 17, 2004

**FROM:** Jason Llewellyn  
Manager, Community Planning

**FILE:** 3360-30-0413

**SUBJECT:** Zoning Amendment Application No. ZA0413 – Wendy Huntbatch  
Electoral Area 'F' – 2116 Alberni Highway  
Public Hearing for Bylaw No. 1285.06, 2004

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#### **PURPOSE**

To receive the Report of the Public Hearing held November 16<sup>th</sup>, 2004 on "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004," and to consider this Bylaw for 3<sup>rd</sup> reading.

#### **BACKGROUND**

"Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004" was given 1<sup>st</sup> and 2<sup>nd</sup> Reading on October 26<sup>th</sup>, 2004. The Public Hearing for this bylaw was held on November 16<sup>th</sup>, 2004 and the minutes from this meeting are attached to this report as Schedule 1 for the Board's consideration.

#### **ALTERNATIVES**

1. To receive the Report of the Public Hearing attached as Schedule 1, and approve "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004," subject to the conditions of approval outlined as Schedule 2 to this report.
2. To receive the Report of the Public Hearing and not approve the bylaw at 3<sup>rd</sup> Reading.

#### **DEVELOPMENT IMPLICATIONS**

An application for sewage disposal has been submitted to the VHA and the applicant is working with the VHA to address sewage disposal for the proposed uses. It is recommended that final adoption of the zoning amendment bylaw be withheld until the applicant obtains necessary approvals from VHA.

The applicant has retained an engineer to design and oversee the installation of the storm water drainage works for the development. Staff recommends that the applicant's engineer be required to submit an acceptable storm water management report, and secure the works, prior to final adoption of the amendment bylaw.

The applicant is in agreement to limit the proposed accessory concession to 20 seats and to limit the maximum total floor area for both accessory concession and retail store to 50m<sup>2</sup>. This is dealt with as a zoning regulation.

The parking requirements pursuant to the bylaw standard have been confirmed and the applicant has sufficient area to support the required number of parking spaces. The applicant has agreed to provide a minimum of 29 parking spaces, in addition to one space per employee (1 space per 3 seats in the concession (7) and 1 per 100m<sup>2</sup> of parrot refuge building floor area (22)). Each space shall have a minimum width of 2.75 metres and a minimum length of 5.65 metres.

The applicant has amended the sketch plan submitted with the application to reflect the amended proposed uses, specifically, the reduction in floor area for the proposed concession and retail uses and the removal of the dormitory use from the plan.

Staff further discussed the access to the proposed development with the Ministry of Transportation (MoT). The MoT representative confirmed that as the Alberni Highway is a controlled access highway the MoT must approve the amendment bylaw prior to final approval by the Board. Due to the volume of traffic and speed permitted on this stretch of highway (80 km/hr), the MoT may require access improvements, including a right-in/ right-out only access and a right turn deceleration lane. The applicant is required to work directly with the MoT to secure the works MoT require prior to final adoption of the zoning amendment Bylaw.

The applicant is required to obtain approval from the Agricultural Land Commission (ALC) for the proposed accessory retail and concession uses. It is recommended that confirmation of this approval from the ALC, or confirmation that approval is not required from the ALC, be provided prior to final adoption of the zoning amendment bylaw.

Veterinary students may only be housed in the applicant's principle dwelling unit or within one manufactured home not exceeding 9.0 metres in width, subject to ALC approval. No more than one permanent dwelling unit and one manufactured home is permitted by zoning to be sited on the lot. The accessory building at the rear of the lot shall not be used for accommodation.

The applicant has indicated that the parrots are on site due to the necessity to move from the existing location in the Lower Mainland. Should the Board decide to not grant 3<sup>rd</sup> Reading of the proposed amendment bylaw, enforcement action will be required to stop the illegal use of the building. If 3<sup>rd</sup> Reading is given by the Board, staff shall not proceed with enforcement action until further direction is received from the Board.

## **MANUFACTURING LAND USE**

As noted in the minutes of the Public Hearing the applicant has begun operation of a manufacturing use that appears to exceed the Home Occupation regulations in scale. Staff are working with the applicant in an attempt to gain compliance with the Home Occupation Regulations.

## **VOTING**

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

## **SUMMARY**

“Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004” was given 1<sup>st</sup> and 2<sup>nd</sup> Reading on October 26<sup>th</sup>, 2004. The Public Hearing for this bylaw was held on November 16<sup>th</sup>, 2004 and the minutes from this meeting are attached as this report as Schedule 1 for the Boards information prior to considering the bylaw for 3<sup>rd</sup> reading.

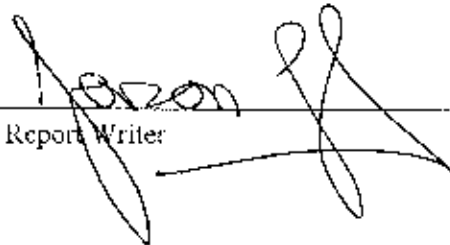
The applicant has contacted the Vancouver Island Health Authority and is working with the Health Inspector to satisfy VIHA's requirements. The applicant has retained the services of a professional engineer who will design and oversee the installation of the storm water drainage works. In addition, the availability and location of onsite parking has been confirmed to the satisfaction of RDN staff and the applicant has agreed to the reduced floor area for the accessory retail and concession uses. The applicant has withdrawn the proposed dormitory to house veterinary students.


The development is subject to the requirements of provincial agencies having jurisdiction over the property. In this case the applicant will have to satisfy the requirements of the ALC, the MoT, and the VIHA.


Staff recommend that the Board consider granting 3rd Reading to the proposed amendment bylaw subject to the Conditions of Approval outlined in Schedule No. 2 contained in this staff report.

### RECOMMENDATIONS

1. That the Report of the Public Hearing held on November 16<sup>th</sup>, 2004 be received.
2. That "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004" be given 3<sup>rd</sup> Reading.
3. That staff be directed to secure the conditions as outlined in Schedule No. 2 prior to presenting the bylaw to the Board for final approval.
4. That staff be directed to report back to the Board for direction if the applicant has not completed the conditions as outlined in Schedule No. 2 prior to April 1, 2004.

  
Report Writer

  
General Manager Concurrence

  
CAO Concurrence

COMMENTS:

## SCHEDULE NO. 1

### REPORT OF THE PUBLIC HEARING HELD TUESDAY, NOVEMBER 16, 2004 AT 7:00 PM AT ARROWSMITH AGRICULTURAL HALL, 1018 FORD ROAD, COOMBS, BC TO CONSIDER REGIONAL DISTRICT OF NANAIMO BYLAW NO. 1285.06, 2004

*Note that these minutes are not a verbatim recording of the proceedings, but are intended to summarize the comments of those in attendance at the Public Hearing.*

#### **Present for the Regional District of Nanaimo:**

Loon Biggemann            Chair, Director, Electoral Area 'F'  
Jason Llewellyn            Manager of Community Planning

There were 12 people in attendance at the Public Hearing.

There were no written submissions received during the Public Hearing.

**The Chair**, Director Biggemann opened the meeting at 7:00 pm, and introduced himself and Jason Llewellyn.

**The Chair** stated the purpose of the Public Hearing and requested that staff explain the bylaw that was the subject of the Public Hearing.

**The Planner** provided a description of the purpose of the Bylaw.

**The Chair** outlined the public hearing procedures and invited submissions with respect to the proposed bylaw from the speakers list.

**John Mancell (1435 Kopernick Road)** asked to be allowed to speak later once other persons had spoken.

**Barbara Smith (2095 Burgoyne Road)** said that she lived just east of the subject property and is upset with the manufacturing business that has recently started on the subject property. She described the building as being approximately 40 ft. by 120 ft. in size and used to manufacture and fabricate drain gutter components. She said the use starts operation at approximately 8:00 a.m., there appears to be at least 7 employees, and there are from 7 to 9 vehicles continually parked in front of the building. She expressed concern that the operation of this business was not disclosed to the Regional District and is not permitted under the existing or proposed zoning. She noted that the applicants should be upfront and disclosed their intent to the Regional District.

**Andy Brown (1642 McKibbon Road)** noted that he did not live in the immediate area, but did live on Agricultural Land Reserve (ALR) land. He stated that he is not in favour of rezoning ALR land. He expressed concern that the proposed use is not an agricultural use and is not appropriate for the area. He also expressed an objection to the process where the applicant builds the building, starts an illegal use, and then comes to the Regional district for approval.

**John Mancell (1435 Kopernick Road)** asked if there was any guarantee that the building will be used in accordance with the proposed new zoning given that the applicant has paid no attention to the existing zoning. He expressed concern that the Regional District will not take the action required to enforce the new zoning regulations for the property, and will continue to back down from taking take action to enforce its bylaws.

**The Chair** noted that there were no other names on the speakers list and asked if anyone else wished to speak regarding the proposed bylaw.

**Eric Coonce (2095 Burgoyne Road)** said he lived at the end of Burgoyne Road for 30 years. He said he saw three large containers delivered to the subject property by crane for the manufacturing use. He felt that this does not have much to do with parrots, and he cannot understand why this illegal use is allowed to continue.

**Mike Carter (2156 Burgoyne Road)** said he was alright with the parrot use but objects to the manufacturing business along Burgoyne Road. He felt that the traffic being generated by the business is unsafe for his children.

**Wendy Huntbatch (2116 Alberni Highway)** said she objected to the large trucks that are hauling gravel and other materials in and out of another property along Burgoyne Road, and making potholes in the road. She identified herself as the applicant and said that they do not have 7 employees working from the building along Burgoyne Road, and that they own 6 vehicles and some of the vehicles parked on their property are theirs and not employees. She said that the 40 ft. containers hold their personal belongings and was used to reduce the number of ferry trips it took to move there. She also noted that the ALR representative told her the land was not good farm land as the soil was waterlogged.

**Derrick Baldwin (1607 Errington Road)** said he was in favour of what the applicants are doing and felt that it was good for the area.

**Howard Fowler (891 Virginia Road)** said he lived across the road from the subject property and supported the development and the rezoning. He said he liked the building and it was an asset to the community. He objected to the ALR designation of land and said if they abide by Health and other regulations they should be able to go ahead as it is a benefit to the community.

**Barbara Smith (2095 Burgoyne Road)** said the Board should deal with the illegal manufacturing use as a condition of final approval of the rezoning. She suggested the use and building should be made to comply with the zoning, Health regulations and obtain all other required approvals prior to the rezoning being finalized.

**Eric Coonce (2095 Burgoyne Road)** objected to the manufacturing use on the property and said it is not appropriate on ALR land. He said that manufacturing is wrong for the site and wrong along Burgoyne Road. He said he has tried to talk to the applicants and has been turned away.

**Horst Neumann (2116 Alberni Highway)** objected to the "not in my back yard" approach of the speakers. He said the people may believe they know what is going on but do not, because there are not 7 employees, and some of the manufacturing is for bird cages. He said if people did not snoop on his property they would not see anything that would bother them, and would not be complaining without reason. He said the Regional District knew all along what he planned to do with the building and that it is a Home Based business. He felt that people should mind their own business and said the people objecting to his use of the property are wrong.

**Isaac Neden (2204 Grafton Avenue)** said that he approved of the project.

**The Chair** asked if there were any other comments or submissions.

**The Chair** asked for a second time if there were any other comments or submissions.

**The Chair** asked for a third time if there were any other comments or submissions.

Hearing none, the Chair thanked those in attendance and announced that the Public Hearing was closed. The Chair indicated that the Board of the Regional District would consider Bylaw No. 1285.06, 2004 at their Regular Board meeting to be held at 7:00 pm, Tuesday, November 23, 2004 in the Board Chambers located at 6300 Hammond Bay Road in Nanaimo.

The meeting concluded at 7:40 pm

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Jason Llewellyn  
Recording Secretary

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Director Lou Biggemann  
Director for Electoral Area 'F'

## **SCHEDULE NO. 2**

### **Conditions of Approval for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No. 1285.06, 2004"**

*The following conditions must be met prior to the Board considering final adoption of the amendment Bylaw:*

1. Applicant to submit a copy of the approval to install sewage disposal works from the Vancouver Island Health Authority for the proposed parrot refuge, accessory retail store, accessory food concession and private residence.
2. Applicant to submit a storm water drainage management plan prepared by a professional engineer, including details on the size and location of proposed retention ponds and proposed outflow for drainage waters. The installation of the drainage works shall be supervised by the applicant's engineer and a report must be submitted by the engineer detailing the works upon completion.
3. Applicant shall provide written confirmation from the Agricultural Land Commission that the proposed uses are permitted. This approval may require an official non-farm use application pursuant to the *Agricultural Land Commission Act*.

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, NOVEMBER 9, 2004, AT 6:30 PM  
IN THE RDN BOARD CHAMBERS**

**Present:**

|                       |                  |
|-----------------------|------------------|
| Director E. Hamilton  | Chairperson      |
| Director H. Kreiberg  | Electoral Area A |
| Director D. Haime     | Electoral Area D |
| Director P. Bibby     | Electoral Area E |
| Director L. Biggemann | Electoral Area F |
| Director J. Stanhope  | Electoral Area G |
| Director D. Bartram   | Electoral Area H |
| Director L. McNabb    | City of Nanaimo  |

**Also in Attendance:**

|              |                                       |
|--------------|---------------------------------------|
| B. Lapham    | General Manager, Development Services |
| J. Llewellyn | Manager of Community Planning         |
| N. Tom       | Recording Secretary                   |

**MINUTES**

MOVED Director D. Haime, SECONDED Director Bartram, that the minutes of the Electoral Area Planning Committee meeting held October 12, 2004 be adopted.

CARRIED

**PLANNING**

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. 60446 – Hubbard/Martens and Hilscher – 152 Burne Road – Area H.**

MOVED Director Bartram, SECONDED Director Bibby,:

1. That Schedule 1, item No. 15 be amended to add “and in consultation with the Fanny Bay Enhancement Society”.
2. That Development Permit Application No. 60446 submitted by Martin Martens and Claire Hilscher on behalf of Don and Lynn Hubbard, to vary the minimum setback requirement from 15 metres horizontal distance from the natural boundary or within 18.0 metres horizontal distance from a stream centerline, whichever is greater to a minimum of 10.8 metres from the natural boundary to allow for a 150 m<sup>2</sup> building envelope within the Electoral Area ‘H’ Official Community Plan Hazard Lands and Environmentally Sensitive Features Development Permit Areas (within 30 metres of a Coastal Area and 15 metres of Watercourses and Streams) for the property legally described as Lot 83, District Lot 1, Newcastle District, Plan 20442 be approved, subject to the requirements outlined in Schedules No. 1, 2 and 3 and notification requirements pursuant to the *Local Government Act* and in consultation with the Fanny Bay Enhancement Society.

CARRIED



**Development Permit Application No. 60456 – Slocombe – 2818 Parker Road – Area E.**

MOVED Director Bibby, SECONDED Director Biggemann, that Development Permit Application No. 60456, submitted by the applicants Gareth and Allison Slocombe to permit the construction of an addition to the dwelling unit located 3.4 m from the top of the bank and to legalize an existing shed located 2.5 m from the top of the bank of a watercourse within the Watercourse Protection Development Permit Area on the property legally described as Lot 2, District Lot 78, Nanoose District, Plan 23862 be approved subject to the Conditions of Approval outlined in Schedules Nos. 1, 2, 3 and 4 and subject to notification requirements pursuant to the *Local Government Act*.

CARRIED

**Development Permit Application No. 60457 – Bowd – 791 Miller Road – Area G.**

MOVED Director Stanhope, SECONDED Director Bartram, that Development Permit Application No. 60457 to construct a garage 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 2, District Lot 28, Nanoose District, Plan VIS4363 be approved, subject to the conditions outlined in Schedule Nos. 1 and 2 of the corresponding staff report.

CARRIED

**Development Permit Application No. 60458 – Ekland – 548 Viking Way – Area G.**

MOVED Director Stanhope, SECONDED Director Bartram, that Development Permit Amendment Application No. 60458 to vary the minimum exterior and a portion of the front setback requirements of the Residential 5 (RS5) zone from 8.0 metres to 5.0 metres to permit the construction of a dwelling unit on the property legally described as Lot 22, District Lot 28, Nanoose District, Plan VIP76413 be approved subject to the conditions outlined in Schedule Nos. 1, 2, 3 and 4, notification requirements pursuant to the *Local Government Act* and notification of the French Creek Residents Association.

CARRIED

**OTHER**

**Request for Relaxation of the Minimum 10% Frontage – Fern Road Consulting Ltd., on behalf of J. Lundine – Lundine Lane – Area G.**

MOVED Director Stanhope, SECONDED Kreiberg, that the request from Fern Road Consulting Ltd., on behalf of J. Lundine, to relax the minimum 10% perimeter frontage requirement for Proposed Lot A as shown on the Plan of Proposed Subdivision of Lot 1, District Lot 49, Nanoose District, Plan 44808 be approved.

CARRIED

**Regional District Position Regarding Secondary Dwellings.**

MOVED Director Bartram, SECONDED Director D. Haimc, that this item be deferred until the next Electoral Area Planning Committee meeting.

CARRIED

**ADJOURNMENT**

MOVED Director Stanhope, SECONDED Director D. Haimc, that this meeting terminate.

CARRIED

TIME: 6:42 PM

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CHAIRPERSON

## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, NOVEMBER 9, 2004, AT 7:00 PM IN THE RDN BOARD CHAMBERS

#### Present:

|                       |                        |
|-----------------------|------------------------|
| Director J. Stanhope  | Chairperson            |
| Director H. Kreiberg  | Electoral Area A       |
| Director G. Lund      | Electoral Area B       |
| Director E. Hamilton  | Electoral Area C       |
| Director D. Haime     | Electoral Area D       |
| Director P. Bibby     | Electoral Area E       |
| Director L. Biggemann | Electoral Area F       |
| Director D. Bartram   | Electoral Area H       |
| Director R. Longmuir  | City of Parksville     |
| Director T. Westbroek | Town of Qualicum Beach |
| Director C. Haime     | District of Lantzville |
| Director L. Sherry    | City of Nanaimo        |
| Alternate             |                        |
| Director D. Tyndall   | City of Nanaimo        |
| Director B. Holdom    | City of Nanaimo        |
| Director L. McNabb    | City of Nanaimo        |
| Director G. Korpan    | City of Nanaimo        |
| Director R. Cantelon  | City of Nanaimo        |

#### Also in Attendance:

|             |   |
|-------------|---|
| K. Daniels  | Chief Administrative Officer              |
| C. Mason    | General Manager of Corporate Services     |
| B. Lapham   | General Manager of Development Services   |
| N. Connelly | General Manager of Community Services     |
| J. Finnic   | General Manager of Environmental Services |
| T. Osborne  | Manager of Recreation & Parks             |
| N. Tonn     | Recording Secretary                       |

#### DELEGATIONS

##### **Ron Tanasichuk, Nanaimo Area Land Trust, re Request for a Renewal of Contract Services for 2005.**

Mr. Tanasichuk summarized the services provided to the Regional District of Nanaimo in the past year in the areas of land acquisition and protection, conservation covenants, voluntary stewardship education and promotion, habitat inventory and restoration projects and operating a stewardship resource centre. Directors were provided a copy of the summary and NALT's budget forecast for 2004 to 2005 and asked for funding in the amount of \$30,000 as a contribution from the Regional District in 2005.

##### **Greg Gow, re Section 57 of the Community Charter – Contravention of Bylaw – 2765 Benson View Road – Area D.**

Mr. Gow was not in attendance.

MOVED Director Bartram, SECONDED Director C. Haime, that two late delegations be permitted to address the Committee.

CARRIED

**Hermoine Hicks, re Public Participation on the Transit Select Committee.**

Ms. Hicks was not in attendance.

**Mike Minter, re Relocating the Bus Exchange.**

Mr. Minter raised his concerns with the proposed Front Street plan for the bus exchange and presented an alternate proposal which would possibly see a consolidation of all public transportation to a central "hub" in the downtown area.

**MINUTES**

MOVED Director Sherry, SECONDED Director Cantelon, that the minutes of the regular Committee of the Whole meeting held October 12, 2004 be adopted.

CARRIED

**COMMUNITY SERVICES**

**RECREATION & PARKS**

**Electoral Area 'H' Parks & Open Space Advisory Committee.**

MOVED Director Bartram, SECONDED Director D. Haine, that the Terms of Reference for the Electoral Area 'H' Parks and Open Space Advisory Committee be approved.

CARRIED

**Park Use Regulation Bylaw No. 1399.**

MOVED Director McNabb, SECONDED Director Holdom,:

1. That the "Regional District of Nanaimo Park Use Regulation Bylaw No. 1399, 2004" be given three readings.
2. That the "Regional District of Nanaimo Park Use Regulation Bylaw No. 1399, 2004" having received three readings be adopted.

MOVED Director Longmuir, SECONDED Director Westbrook, that the minimum fines noted as \$50.00 in Schedule 'D' of Bylaw No. 1399 be raised to \$100.00.

DEFEATED

The question was called on the main motion.

The motion CARRIED.

**Electoral Area 'A' Recreation Services Study.**

MOVED Director Kreiberg, SECONDED Director Hamilton, that the Terms of Reference for a project proposal to undertake a Recreation Services Study for Electoral Area 'A' be approved, and that \$20,000 be raised from Electoral Area 'A' in 2005 to conduct the survey, prepare a report and if necessary, provide for a referendum question in conjunction with the 2005 local government elections.

CARRIED

**Drinking Water Protection Action Plan.**

MOVED Director Bartram, SECONDED Director Cantelon,:

1. That the Drinking Water Protection Action Plan be received.

2. That staff be requested to do a survey of other drinking water protection initiatives around Canada that could help Electoral Areas deal with drinking water protection issues brought up by their residents during the Drinking Water Protection Workshop, to be discussed at the next Ideas & Updates Board meeting.

CARRIED

**Green Buildings Project.**

MOVED Director Hoidom, SECONDED Director Bartram, that the Terms of Reference for a Green Buildings Project be approved, and forwarded for consideration as part of the 2005 annual budget process.

CARRIED

**CORPORATE SERVICES**

**FINANCE**

**Operating Results to September 30, 2004.**

MOVED Director Cantelon, SECONDED Director Westbroek, that the summary report of financial results from operations to September 30, 2004 be received for information.

CARRIED

**FIRE PROTECTION**

**Fire Services Agreement with the Bow Horn Bay Volunteer Fire Department.**

MOVED Director Bartram, SECONDED Director McNabb, that the Chair and General Manager, Corporate Services, be authorized to execute a service agreement with the Bow Horn Bay Volunteer Fire Department as presented.

CARRIED

**Bow Horn Bay Fire Protection Service Regulatory Bylaws No. 1401 and 1402.**

MOVED Director Bartram, SECONDED Director McNabb,:

1. That "Bow Horn Bay Volunteer Fire Department Operations Bylaw No. 1401, 2004" be introduced for first three readings.
2. That "Bow Horn Bay Volunteer Fire Department Operations Bylaw No. 1401, 2004" having received three readings, be adopted.
3. That "Bow Horn Bay Fire Protection Service Regulation Bylaw No. 1402, 2004" be introduced for first three readings.
4. That "Bow Horn Bay Fire Protection Service Regulation Bylaw No. 1402, 2004" having received three readings, be adopted.

CARRIED

**DEVELOPMENT SERVICES**

**BUILDING INSPECTION**

**Section 57 of the Community Charter – Contravention of Bylaw – Infractions.**

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.

It was noted that the following contraventions have been resolved:

- (a) Lot 177, Section 31, Plan 17658, Gabriola Island, Nanaimo Land District, 1459 Barrett Road, Electoral Area 'B', owned by W. Moe;
- (b) Lot 87, Section 2, Plan 2223, Gabriola Island, Nanaimo Land District, 2540 Coho Drive, Electoral Area 'B', owned by K. Dent.

MOVED Director Hamilton, SECONDED Director Kreiberg, that a notice be filed against the titles of the properties listed, pursuant to Section 57 of the *Community Charter* and that if the infractions are not rectified within ninety (90) days, legal action will be pursued:

- (a) Lot 15, Sections 9 and 10, Range 4, Plan 36191, Mountain Land District, 2765 Benson View Road, Electoral Area 'D', owned by G. and L. Gow;
- (b) Lot 21, Block 1, District Lot 9, Plan 15370, Newcastle Land District, 965 Surfside Drive, Electoral Area 'G', owned by K. Schmidt.

CARRIED

### **ENVIRONMENTAL SERVICES**

#### **LIQUID WASTE**

##### **Water and Wastewater Innovative Technologies.**

MOVED Director Sherry, SECONDED Director Westbrook, that staff be directed to stay abreast of new technologies that may be used to improve effluent quality and reduce water use and that these technologies be considered when making servicing decisions.

CARRIED

##### **Pump and Haul Local Service Area Amendment Bylaw No. 975.38 – Gallagher Way – Area B.**

MOVED Director Lund, SECONDED Director Sherry,:

1. That the boundaries of the RDN Pump and Haul Local Service Area Bylaw No. 975 be amended to include Lot 85, DL 32, Gabriola Island, Nanaimo Land District, Plan 21586 (Gallagher Way, Area B).
2. That "Regional District of Nanaimo Pump & Haul Local Service Area Amendment Bylaw No. 975.38, 2004" be read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

#### **SOLID WASTE**

##### **Regional Landfill Post Closure Implementation Plan.**

MOVED Director Sherry, SECONDED Director Biggemann, that the Board approve the Regional Landfill post closure implementation plan for submission to the Ministry of Water, Land and Air Protection.

CARRIED

##### **Landfill Gas Utilization Update.**

MOVED Director Sherry, SECONDED Director Longmuir, that the update on plans to utilize landfill gas (LFG) collected at the Regional Landfill be received for information.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Electoral Area 'A' Parks & Green Spaces Advisory Committee.**

MOVED Director Kreiberg, SECONDED Director Cantelon, that the minutes of the Electoral Area 'A' Parks & Green Spaces Advisory Committee meeting held September 16, 2004 be received for information.

CARRIED

**Electoral Area 'B' Parks & Open Space Advisory Committee.**

MOVED Director Lund, SECONDED Director Tyndall, that the minutes of the Electoral Area 'B' Parks & Open Space Advisory Committee meeting held September 13, 2004 be received for information.

CARRIED

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

MOVED Director Bibby, SECONDED Director Hamilton, that the minutes of the Nanoose Bay Parks & Open Space Advisory Committee meeting held October 4, 2004 be received for information.

CARRIED

**Regional Parks Plan Review Select Committee.**

MOVED Director Bartram, SECONDED Director C. Haime, that the minutes of the Regional Parks Plan Review Select Committee meeting held October 13, 2004 be received for information.

CARRIED

**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Westbrook, that the minutes of the District 69 Recreation Commission meeting held October 21, 2004 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Longmuir, that the recommendations from the District 69 Recreation Commission Grants Committee be approved as follows:

**Community Grants:**

|   |    |       |
|---|----|-------|
| Bowser Tennis Club -- resurfacing courts                          | \$ | 2,500 |
| Coombs Halloween Candy Walk                                       | \$ | 1,000 |
| Errington War Memorial Hall -- washroom upgrade, old hall repairs | \$ | 7,250 |
| Oceanside Community Arts Council - musical recitals               | \$ | 700   |
| Oceanside Lyrics Ensemble   | \$ | 800   |
| Parksville and District Association for Community Living          | \$ | 870   |
| Parksville Special Olympics                                       | \$ | 700   |
| Ravensong Masters Swim Club                                       | \$ | 1,300 |

**Youth Grants:**

|   |    |       |
|---|----|-------|
| Deep Bay Yacht Club   | \$ | 2,500 |
| District 69 Family Resource Association                         | \$ | 2,190 |
| KSS Music Program Parents Committee -- purchase bass instrument | \$ | 750   |
| Vancouver Island Adrenalin Games                                | \$ | 800   |

CARRIED

**Intergovernmental Advisory Committee.**

MOVED Director Sherry, SECONDED Director Biggemann, that the minutes of the Intergovernmental Advisory Committee meeting held October 21, 2004 be received for information.

CARRIED

**Regional Growth Monitoring Advisory Committee/State of Sustainability Project.**

MOVED Director Holdom, SECONDED Director Barram, that the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meetings held October 6 and October 27, 2004 be received for information.

CARRIED

**Transit Business Plan Update Select Committee.**

MOVED Director Cantelon, SECONDED Director Holdom, that the minutes of the Transit Business Plan Update Select Committee meeting held October 28, 2004 be received for information.

CARRIED

MOVED Director Cantelon, SECONDED Director D. Haime, that a letter be sent to the Premier that the Province consider for their 2005 budget, the allocation of surplus funds for additional funding to transit for the Nanaimo Regional transit system and others in the BC Transit Municipal Systems program.

CARRIED

**IN CAMERA**

MOVED Director Sherry, SECONDED Director McNabb, that pursuant to Section 90(1) (g) of the *Community Charter* the Board proceed to an In Camera meeting to consider items relating to legal matters.

**ADJOURNMENT**

MOVED Director Sherry, SECONDED Director McNabb, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 7:53 PM

**RISE AND REPORT**

**Vancouver Island Corridor.**

MOVED Director Cantelon, SECONDED Director C. Haime, that \$2,000 be sent to the Capital Regional District to offset expenses in the assessment of the Island Corridor Foundation's business plan.

CARRIED

**ADJOURNMENT**

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

TIME: 8:27 PM

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CHAIRPERSON



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|------------------------------|-------|--|
| REGIONAL DISTRICT OF NANAIMO |       |  |
| NOV 10 2004                  |       |  |
| CHAIR                        | GMCrS |  |
| CAC                          | GMDS  |  |
| CMCmS                        | GMES  |  |
| DATE:                        |       |  |

MEMORANDUM

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

FROM: W. Moorman, P. Eng.  
Manager of Engineering Services

SUBJECT: **Barclay Crescent Sewer Servicing Initiative**

DATE: November 9, 2004

FILE: 5330-20-WOOD

PURPOSE

To introduce for first three readings:

- Regional District of Nanaimo Barclay Crescent Sewer Service Establishing Bylaw No. 1391, 2004.
- Regional District of Nanaimo Barclay Crescent Sewer Service Loan Authorization Bylaw No. 1392, 2004.

BACKGROUND

The Regional District of Nanaimo has received infrastructure funds for the construction of a sewer collection system in the Barclay Crescent neighbourhood of French Creek (see attached plan). Following the announcement of a 2/3 grant from the Canada/British Columbia Infrastructure Program (CBCIP) the RDN commenced a public information process that included mail-outs to residents and public meetings in September and October, 2004. The process provided information to area residents about the sewer project and the associated costs to enable residents to make an informed decision about the establishment of the sewer local service area and the borrowing of funds for the residents' 1/3 financial share. Petitions were sent out to 236 properties in September and to date 126 signed petitions have been returned; this represents a 53% positive response and is sufficient for a valid petition.

The Barclay Crescent area is the only remaining large urban area within French Creek that is developed and which does not have community sewer. Sewage from the area will be treated at the French Creek Water Pollution Control Center on Lee Road.

The local service must be established by bylaw and proposed Bylaw 1391 is attached for this purpose. Funds for the local share of construction costs (to a maximum of \$1,172,000) will be borrowed and Bylaw 1392 is introduced for this purpose.

ALTERNATIVES

1. Approve the bylaws as introduced and give them first three readings.
2. Do not approve the bylaws.



## FINANCIAL IMPLICATIONS

### Alternative 1

The petitioning process for the establishment of the sewer local service area was successful and the residents have supported the borrowing of their 1/3 share of the project cost. The total project has been estimated to cost \$3,492,000 with 2/3's to be covered by the CBCIP grant.

Total estimated annual costs for the project, on a per property basis, has been estimated at \$830.00. This annual figure was presented to the property owners in the mail-outs and at the public meetings and is comprised of \$615 in parcel tax and \$215 in user fees. All costs associated with this sewer local service area will be paid for by the benefiting properties. Within the \$615 annual parcel tax will be a debt servicing cost of approximately \$465.

Property owners will be offered the option of pre-paying their share of the capital costs before borrowing, which will reduce their annual cost to approximately \$365.00.

Approving the establishing and borrowing bylaws will mean there is no financial burden on the RDN.

### Alternative 2

If the establishment of the sewer local service area does not occur then the RDN loses the 2/3 CBCIP grant and the residents will not be responsible for borrowing their 1/3 share. The only financial impact to the RDN will be costs expended to date on setting up the local service area and costs associated with securing the CBCIP grant and some consulting time and expenses. Consulting time and expenses have amounted to approximately \$4,000.00.

## ENVIRONMENTAL IMPLICATIONS

The Barclay Crescent area is the last large remaining urban area within the French Creek that is not on community sewers. The area is currently serviced by on-site septic tanks and ground disposal. There are currently 234 small properties within the proposed new service area with the potential for some lots to further subdivide.

Effluent from the existing septic systems is finding its way into road-side ditches and most likely into French Creek. The Central Vancouver Island Health Authority has recognized the potential health and environmental implications of malfunctioning septic systems and has supported a community sewer system for this area for a number of years.

The installation of a community sewer system will improve the environment and reduce any health risks to the residents.

## SUMMARY/CONCLUSIONS

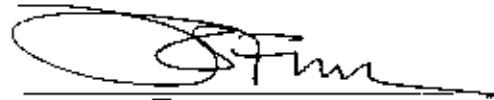
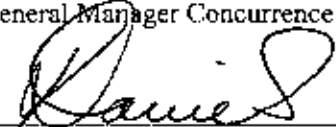
The Regional District of Nanaimo has received infrastructure funds from CBCIP for the construction of a sewer collection system in the Barclay Crescent neighbourhood of French Creek. Sewage in the area is currently treated by septic tanks and on-site effluent disposal.

A public information process has been completed and area residents have returned a sufficient number of signed petitions to support the service and move forward with the necessary establishing and borrowing bylaws.

**RECOMMENDATION**

1. That "Regional District of Nanaimo Barclay Crescent Sewer Service Establishing Bylaw No. 1391, 2004" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.
2. That "Regional District of Nanaimo Barclay Crescent Sewer Service Loan Authorization Bylaw No.1392, 2004" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

  
Report Writer

  
General Manager Concurrence  
  
CAO Concurrence

COMMENTS:

**REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 1391**

**A BYLAW TO ESTABLISH A SERVICE WITHIN ELECTORAL  
AREA 'G' OF THE REGIONAL DISTRICT OF NANAIMO FOR THE  
PURPOSE OF ACQUIRING, OWNING, OPERATING AND  
MAINTAINING A SYSTEM FOR THE COLLECTION,  
CONVEYANCE AND DISPOSAL OF SEWAGE**

WHEREAS the Board of the Regional District of Nanaimo may, pursuant to Section 796 of the *Local Government Act*, operate any service that the Board considers necessary or desirable for all or a part of the Regional District;

AND WHEREAS owners of parcels in a portion of Electoral Area 'G' have petitioned the Regional District pursuant to Section 797.4 of the Act to establish a service area for the purposes of owning, constructing and operating a sewer collection system;

AND WHEREAS the petition has been judged sufficient pursuant to Section 797.4(4) of the Act;

AND WHEREAS the approval of the Inspector of Municipalities is required under Section 801(1)(a) of the Act;

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

1. A service to acquire, own, operate and maintain a system for the collection, conveyance and disposal of sewage is hereby established.
2. The boundaries of the local service area are shown in heavy outline on Schedule 'A' attached to and forming part of this bylaw.
3. Electoral Area 'G' is the sole participating area for the service.
4. The entire cost of providing the service established by this bylaw shall be borne by the owners of land within the service area and may be recovered pursuant to Section 803 of the Act by one or more of the following:
  - (a) parcel taxes imposed in accordance with Division 4.3;
  - (b) fees and other charges imposed under Section 797.2;
  - (c) revenues raised by other means authorized under this or another Act;
  - (d) revenues raised by way of agreement, enterprise, gift, grant or otherwise.

5. The maximum amount that may be requisitioned under Section 800.1(e) for the annual cost for this service shall be the greater of:
  - (a) the sum of Two Hundred and One Thousand, Six Hundred and Eighty Five Dollars (\$201,685.00) or
  - (b) the product obtained by multiplying the net taxable value of land and improvements within the service area by a property tax value rate of \$6.58 per thousand dollars of assessment.
  
6. This bylaw may be cited as "Regional District of Nanaimo Barclay Crescent Sewer Service Establishing Bylaw No. 1391, 2004".

Introduced and read three times this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

Received the approval of the Inspector of Municipalities this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

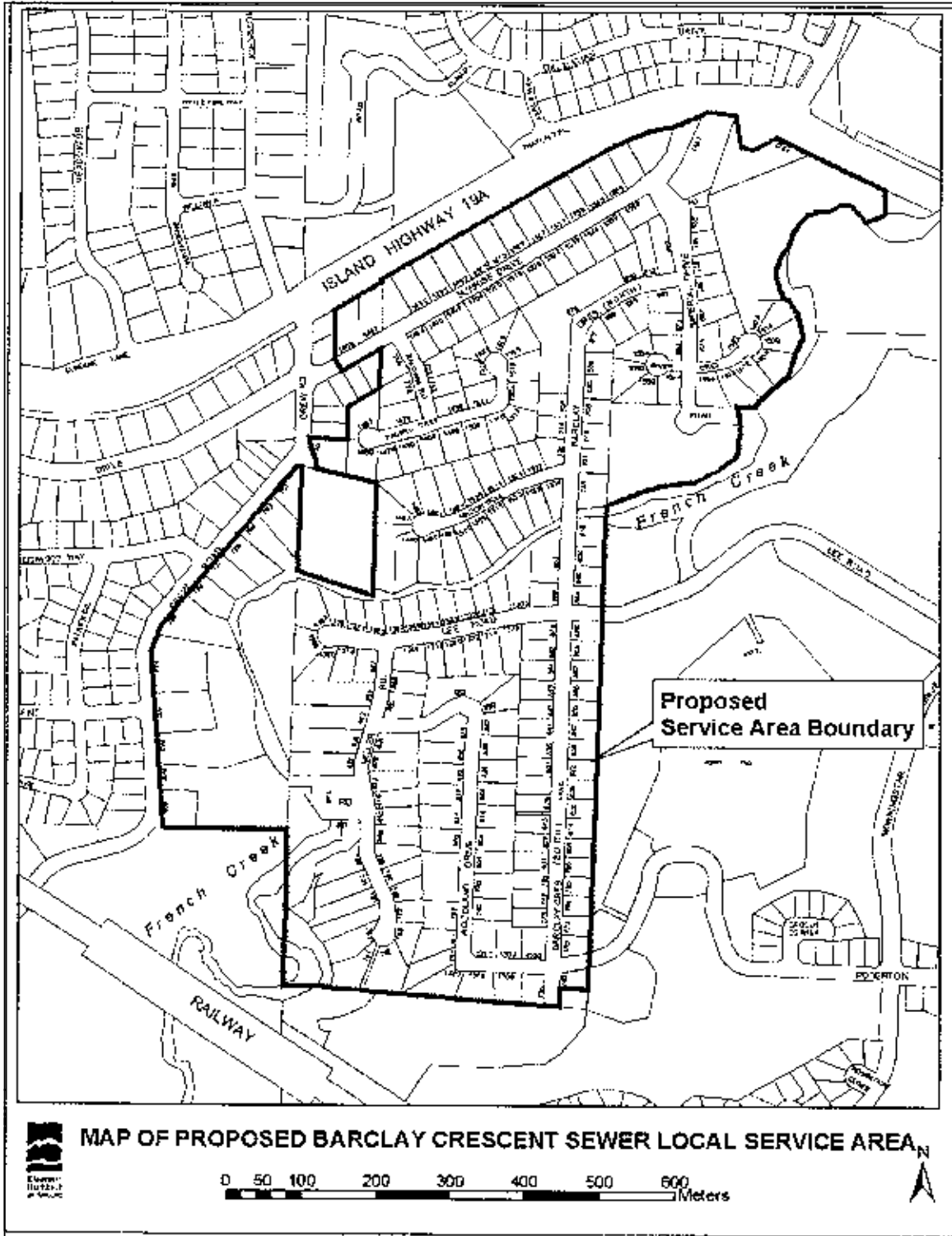
\_\_\_\_\_  
CHAIRPERSON

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

Schedule 'A' to accompany "Barclay Crescent Sewer Local Service Area Establishing Bylaw No. E291, 2004"

Chairperson \_\_\_\_\_

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



**REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 1392**

**A BYLAW TO AUTHORIZE BORROWING FOR  
THE PURPOSE OF ACQUIRING, CONSTRUCTING AND IMPROVING  
SEWAGE COLLECTION, CONVEYANCE AND DISPOSAL SYSTEMS IN  
THE BARCLAY CRESCENT SEWER SERVICE**

WHEREAS Regional District of Nanaimo Bylaw No. 1391 established the "Barclay Crescent Sewer Service";

AND WHEREAS the Board wishes to construct the necessary works and services to provide a sewage collection, conveyance and disposal system for the service area;

AND WHEREAS the estimated cost including expenses incidental thereto, is the sum of One Million, One Hundred and Seventy Two Thousand Dollars (\$1,172,000.00);

AND WHEREAS the financing of the said facilities is to be undertaken by the Municipal Finance Authority of British Columbia pursuant to proposed agreements between the Authority and the Regional District of Nanaimo;

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

1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the capital expenditures for the acquisition of, construction of and improvements to the Barclay Crescent Sewer Service ;
2. To borrow upon the credit of the Regional District a sum not exceeding \$1,172,000.00; and
3. To acquire all such real and personal property, rights or authorities as may be requisite or desirable for or in connection with the foregoing capital program, and all related ancillary works and equipment deemed necessary by the Board for the management of the service authorized under "Barclay Crescent Sewer Service Establishing Bylaw No. 1391, 2004";
4. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 20 years.

5. This bylaw may be cited for all purposes as "Regional District of Nanaimo Barclay Crescent Sewer Service Loan Authorization Bylaw No. 1392, 2004".

Introduced and read three times this \_\_\_\_ day of \_\_\_\_\_, 2004.

Received the approval of the Inspector of Municipalities this \_\_\_\_ day of \_\_\_\_\_, 200\_\_.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
CHAIRPERSON

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



|                              |       |
|------------------------------|-------|
| REGIONAL DISTRICT OF NANAIMO |       |
| NOV 15 2004                  |       |
| CHAIR                        | GMCMS |
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| CAO                          | GMDS  |
|                              | GMES  |
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MEMORANDUM

TO: K. Daniels Chief Administrative Officer DATE: November 9, 2004

FROM: Linda Burgoyne Administrative Assistant FILE:

SUBJECT: Federation of Canadian Municipalities International Centre for Municipal Development Partnership Program – RDN Partnership with Sunyani, Ghana

PURPOSE:

To approve a partnership between the Regional District of Nanaimo and the Sunyani Municipal Assembly in Ghana, Africa, to plan and manage a local government project. This partnership program is managed by the Federation of Canadian Municipalities International Centre for Municipal Development.

BACKGROUND:

The Federation of Canadian Municipalities (FCM) is the national association representing municipal government in Canada. Its mission is to improve the quality of life in all communities by promoting strong, effective and accountable municipal government. Since 1987 the International Centre for Municipal Development (ICMD) has represented FCM internationally with a municipal partnership program. A municipal partnership involves a direct relationship between a municipality in Canada and a municipality in a developing country to exchange information and practical experience with counterparts in developing countries. The program works to help local governments around the world develop their capacity to deliver basic services, promote economic growth and encourage the participation of their citizens. There are currently nine other municipalities in BC involved in this program, including the City of Ladysmith who is partnered with Samal, Phillipines, the City of Courtenay and Suphanburi, Thailand, and the Cowichan Valley Regional District with Kumasi, Ghana. They advise that their involvement has been a great experience for their communities.

In April 2004 the Regional District of Nanaimo Board of Directors passed a motion recommending that the RDN apply to the FCM's International Centre for Municipal Development to become a partner with a municipality in a developing country.

In May the FCM accepted the regional district's application and advised that we would be partnered with a region in the country of Ghana, West Africa.

In June, the FCM Coordinator for Ghana visited the RDN and met with the Chairperson and staff. Later that same week staff attended an FCM partner's orientation workshop in Victoria which explained the phases and criteria required to implement and monitor the partnership project.

There was a delay in establishing a partnership and travelling on the first mission to Ghana due to the Ghanaian elections which are being held this December. Elections in Ghana are held country wide for all levels of government and during October and November the politicians are busy with their campaigns. By waiting until the new year to travel would allow the newly elected officials more time to become oriented in their new positions.



During the summer and fall the FCM provided the RDN with submissions from five regions in Ghana for consideration as a partner. These submissions contained the priorities and goals for each of the areas. Following a review of the submissions Sunyani was chosen to partner with the RDN.

Sunyani is located in the mid-western part of Ghana in the Brong Ahafo Region. The population of the municipality according to their 2000 census was 203,267. The District Assembly has recently been promoted to a Municipal Assembly. With this promotion came new responsibilities including building infrastructure, providing health units, education, waste and economic development. Sunyani's main priorities are decentralized governance and capacity building on water, sanitation and waste management as it relates to growth issues. Their concerns are how to plan and develop these services and maintain a quality of life for their citizens; effective waste management programs and plans; education on clean environment; maintenance skills of staff; and accessibility to potable water. Their challenges are problems related to sanitation and waste management; high poverty levels; and the growing size of the municipality which is resulting in uncontrolled development. Sunyani's objective is to protect the environment from unnecessary degradation by exposure to best practices in waste management; education of the people to keep their environment clean; and imparting maintenance skills to the communities where water facilities are provided. Governance, public participation and gender equality issues are also identified as priorities.

The FCM Coordinator in Ottawa has advised her contact in Sunyani through the National Association of Local Authorities of Ghana (NALAG) of our interest in partnering with them and they have enthusiastically agreed.

#### *Phases & Results of the Partnership Program:*

The partnership project has three phases over a two-year period: project inception, project implementation, and project evaluation and dissemination. Each phase consists of a series of activities designed to achieve a certain purpose. During the project inception the partnership is established; the challenges and strengths in partner municipalities are identified, priority areas are confirmed, and a project proposal is established.

During the project implementation phase the main activities of the project proposal are carried out. Technical exchange missions to Ghana and to Canada will occur. Partnership support activities take place according to the project proposal. During these missions two or three participants may be involved in training, mentoring, technical assistance and coaching. Partnership support activities complement these missions and may include workshops, training, technical work or public consultations.

And finally the project evaluation and dissemination phase is where the partners evaluate the results of the project, analyze the factors that contributed to or hindered its success, and draw lessons learned. Through dissemination activities such as workshops and publications, project results are shared with other municipalities. Both partners may agree to apply to FCM to extend their municipal partnership and to develop a new partnership project to address further capacity-building issues.

Throughout the project, a project management team carries out continuous performance monitoring and evaluation. This team is comprised of the two Local Coordinators and a staff representative from FCM. FCM provides any guidance and support the partners need.

The first mission to Sunyani to establish the partnership agreement has been confirmed for arrival in Ghana January 31, 2005. Travelling to Ghana on the first "assessment" mission will be Joe Stanhope, Kelly Daniels and myself as the Local Coordinator. The position of Local Coordinator is partnered with the overseas Local Coordinator and will be the key point of contact for the partnership.

Approximately three to four months following the initial mission to Sunyani, a delegation will in turn travel to Nanaimo and spend approximately 5 days meeting with staff and touring the RDN's facilities as well as finalizing the partnership agreement.

**ALTERNATIVES:**

1. To proceed with the partnership agreement with Sunyani, Ghana.
2. Not to proceed with a partnership project.

**FINANCIAL IMPLICATIONS:**

FCM receives financial support from the Canadian International Development Agency to carry out most of its work overseas. These funds provide for all travel and related costs for partners from both countries. The local government provides support through their volunteer involvement in the partnership program. Some expenses will be involved when hosting the missions, i.e. receptions, entertainment and activity costs.

**INTERGOVERNMENTAL IMPLICATIONS:**

A Board resolution is required to accept Sunyani, Ghana as a partner with the RDN.

**SUMMARY/CONCLUSIONS:**

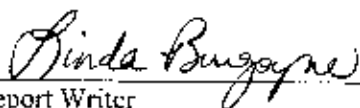
The Regional District of Nanaimo has been accepted by the Federation of Canadian Municipalities to develop a municipal partnership with the Sunyani Municipal Assembly, Ghana, Africa.

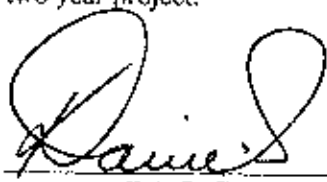
Each partnership project has specific objectives and an implementation plan. The partnership project has three phases over a two-year period: project inception, project implementation, and project evaluation and dissemination. Each phase consists of a series of activities designed to achieve a certain purpose. The project will consist of short-term technical exchange missions from the RDN and from Sunyani. These missions provide the opportunity for training, technical assistance and coaching. The first "assessment" mission to Ghana will take place in February 2005.

The municipal partnership may implement just one partnership project during a period of two years, however, if both partners agree, they may work together to develop, design and implement several consecutive partnership projects. Each project will have its own specific objectives and implementation plan.

**RECOMMENDATION:**

That the Board approve a partnership between the Regional District of Nanaimo and the Sunyani Municipal Assembly in Ghana, Africa, to plan and manage a two year project.

  
Report Writer

  
C.A.O. Concurrence

**COMMENTS:**