

**REGIONAL DISTRICT OF NANAIMO**

**SPECIAL BOARD MEETING  
TUESDAY, NOVEMBER 8, 2005**

*(Immediately following the Committee of the Whole meeting)*

*(RDN Board Chambers)*

**A G E N D A**

**CALL TO ORDER**

**UNFINISHED BUSINESS**

**BYLAWS**

**Public Hearing.**

- 2-5 Report of the Public Hearing held October 27, 2005 with respect to Bylaw No. 500.320 – Land Use and Subdivision Amendment Bylaw No. 500.320 – Amendment to Minimum Parcel Size – Electoral Areas ‘A’, ‘C’, ‘D’, ‘E’, ‘G’ and ‘H’. (Electoral Area Directors except EA ‘B’ – One Vote)
- 6-12 Report of the Public Hearing held November 1, 2005 with respect to Bylaw No. 1285.08 – Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw – Oceanside Forest Products Ltd./Keith Brown Associates Ltd. – 1429 Springhill Road – Area F. (Electoral Area Directors except EA ‘B’ – One Vote)

***CORPORATE & COMMUNITY DEVELOPMENT***

**FINANCE**

- 13-20 Financial Plan 2006 – 2011 Bylaw No. 1474. (All Directors – Weighted Vote)

**ADDENDUM**

**NEW BUSINESS**

**ADJOURNMENT**

**IN CAMERA**



|                              |         |
|------------------------------|---------|
| REGIONAL DISTRICT OF NANAIMO |         |
| CHAIR                        | GM Cris |
| CAO                          | GM ES   |
| DA CCD                       | MoF     |
| NOV 2 2005                   |         |
| BOARD                        |         |
|                              |         |
|                              |         |

**MEMORANDUM**

**TO:** Robert Lapham  
Deputy Administrator

**DATE:** November 1, 2005

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

**FILE:** 3360 30 0511

**SUBJECT:** Bylaw Amendment Bylaw No. 500.320, 2005 – Amendment to Minimum Parcel Size Electoral Areas 'A', 'C', 'D', 'E', 'G' & 'H'

**PURPOSE**

To receive the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on October 27, 2005 on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.320, 2005" and further, to consider third reading of the amendment Bylaw.

**BACKGROUND**

The purpose of this amendment bylaw is to amend Part 4.4.1 of the Subdivision Regulations of "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" by increasing the minimum parcel size for subdivision pursuant to section 946 of the *Local Government Act* (subdivision to provide a residence for a relative) from a minimum parcel size of 2500 m<sup>2</sup> to a minimum parcel size of 1.0 ha.

Bylaw No. 500.320, 2005 was introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading on May 24, 2005. The Board waived the Public Hearing requirement and granted 3<sup>rd</sup> reading for the Bylaw on June 28, 2005. At its Regular Meeting held on July 26, 2005, the Regional Board passed a motion referring the proposed text amendment back to staff for further review. As a result of further review staff re-introduced an amended Bylaw No. 500.320, 2005 on September 20, 2005 for 1<sup>st</sup> and 2<sup>nd</sup> readings. The amendments accommodate subdivisions to a minimum size of 2500 m<sup>2</sup> where the property is connected to a community water service prior to the adoption of the Regional Growth Strategy. On October 27, 2005 a Public Hearing was held for the amended bylaw. The Report of the Public Hearing containing the summary of the Minutes and Submissions is attached for the Board's consideration (*see Attachments No. 1 and 2*).

**ALTERNATIVES**

1. To receive the Report of the Public Hearing and grant Bylaw No. 500.320 third reading.
2. To receive the Report of the Public Hearing and deny Bylaw No. 500.320 third reading.

**INTERGOVERNMENTAL IMPLICATIONS**

*Ministry of Transportation* – Should the Board give 3<sup>rd</sup> Reading to Amendment Bylaw No. 500.320, 2005, the Bylaw will be referred to the Ministry of Transportation for its approval.

## PUBLIC CONSULTATION IMPLICATIONS

Notice of the Public Hearing was placed in two consecutive editions of the *Harbour City Star* (October 19, 2005 and October 22, 2005) and the *Oceanside Star* (October 20, 2005 and October 22, 2005). In addition, a copy of the notice was placed on the RDN website. The Public Hearing was subsequently held on October 27, 2005 in the RDN Board Chambers.

The Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing are attached as Attachments No. 1 and 2.

## VOTING

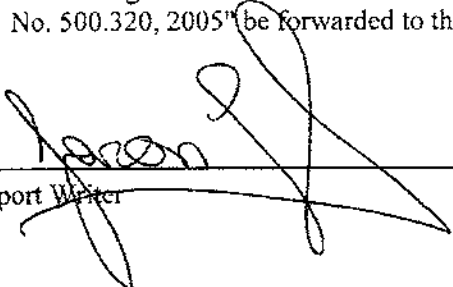
Electoral Area Directors - one vote, except Electoral 'B'.

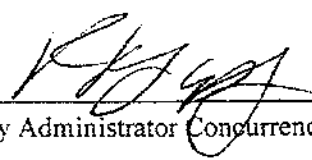
## SUMMARY

The purpose of Bylaw No. 500.320, 2005 is to increase the minimum parcel size for all new parcels created pursuant to section 946 of the *Local Government Act* from 2500 m<sup>2</sup> to a minimum size of 1.0 ha. The bylaw was amended to accommodate subdivisions to a minimum size of 2500 m<sup>2</sup> where the property is connected to a community water service prior to the adoption of the Regional Growth Strategy. Bylaw No. 500.320, 2005 was given 1<sup>st</sup> and 2<sup>nd</sup> readings on September 20, 2005. On October 27, 2005 a Public Hearing was held for the amended bylaw. The Report of the Public Hearing containing the summary of the minutes and submissions is attached for the Board's consideration (*see Attachments No. 1 and 2*). Staff recommends that Bylaw No. 500.320 be considered for 3<sup>rd</sup> reading.

## RECOMMENDATIONS

1. That the Report of Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held on October 27, 2005 as a result of public notification of "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.320, 2005" be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.320, 2005" be given 3<sup>rd</sup> reading.
3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.320, 2005" be forwarded to the Ministry of Transportation for approval.

  
Report Writer

  
Deputy Administrator Concurrence

## COMMENTS:

*devsvs/reports/2005/za no 3360 30 0511 brd 3<sup>rd</sup>*

**Attachment No. 1**

**Summary of Minutes and Submissions to the Public Hearing  
REGIONAL DISTRICT OF NANAIMO**

**REPORT OF THE PUBLIC HEARING HELD  
THURSDAY OCTOBER 27, 2005 AT 7:00 PM AT THE BOARD CHAMBERS OF THE  
REGIONAL DISTRICT OF NANAIMO ADMINISTRATIVE OFFICES 6300 HAMMOND BAY  
ROAD, TO CONSIDER "REGIONAL DISTRICT OF NANAIMO LAND USE AND  
SUBDIVISION BYLAW AMENDMENT BYLAW NO. 500.320, 2005"**

*Note: These minutes are not a verbatim recording of the proceeding but summarize the comments of those in attendance at the Public Hearing.*

**PRESENT:**

Joe Stanhope, Chairperson  
David Bartram  
Jason Llewellyn

Director, Electoral Area 'G'  
Director, Electoral Area 'H'  
Manager, Community Planning

There was 1 person in attendance.

The Chairperson called the Hearing to order at 7:00 pm, introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

Jason Llewellyn provided an outline of the Bylaw.

The Chairperson called for formal submissions with respect to Bylaw 500.320, 2005.

There was 1 submission attached to and forming part of the minutes of the Public Hearing (*refer to Attachment No. 2*).

**Helen Sims – 223 Fern Road, Qualicum Beach, BC**

- Helen Sims stated that she was there on behalf of the Oceanside Development and Construction Association, and that they are generally in support of the text amendment; however, they do not approve of the reference to the Regional Growth Strategy. Helen Sims then provided the Chairperson with a written submission.

The Chairperson called for formal submissions with respect to Bylaw 500.320, 2005.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no further submissions, the Chairperson adjourned the Hearing at 7:04 p.m.

Certified true and accurate this 1<sup>st</sup> day of November, 2005.

\_\_\_\_\_  
Jason Llewellyn  
Recording Secretary

\_\_\_\_\_  
Director Joe Stanhope  
Chairperson, Electoral Area 'G'

Attachment No. 2  
Submission to the Public Hearing



Oceanside Development & Construction Association  
P.O. Box 616, Parkside Dr., BC V9P 2G7

October 27, 2005

Board of Directors  
Regional District of Nanaimo  
6300 Hammond Bay Rd.  
Nanaimo, BC V9T 6N2

**ATTENTION: Board of Directors**

**RE: Bylaw No. 500.320, 2005**

An ODCA committee has reviewed this Bylaw and have the following comments:

1. Section 946 (which allows for one parcel to be created that does not comply with zoning) is a section of the *Local Government Act* (as well as all preceding Municipal Acts) that allows an owner to create a parcel for a relative that does not comply with zoning. This is a right that has been granted by provincial legislation and local government that should not attempt to undermine a right that has been granted by superior legislation.
2. We feel the reference to the Regional Growth Strategy should be eliminated.
3. This mainly affects parcels in the rural areas that are not serviced by community sewer. We support the 2,500 sq. m. minimum parcel size for lots on community water as it is inefficient to service 1 ha. parcels with community water. Additionally, creating 1 ha. parcels in areas that are serviced by water is not in keeping with the character of those neighbourhoods and it makes lots previously created under Section 946 "non conforming".
4. We support the minimum parcel size of 1 ha. in rural areas and 2,500 sq. m. in areas serviced by community water as this makes both Regional District of Nanaimo and Ministry of Health regulations conform. Eliminating conflicting regulations will simplify the process.

Thank you for considering these comments.

Sincerely,

Bruce Cownden  
President

Bernie Walsh  
Vice President

Helen Sims  
RDN Committee



**REGIONAL  
DISTRICT  
OF NANAIMO**

|                                 |        |  |
|---------------------------------|--------|--|
| REGIONAL DISTRICT<br>OF NANAIMO |        |  |
| CHAIR                           | GM Cms |  |
| CAO                             | SM ES  |  |
| DA CCD                          | MoF    |  |
| NOV 2 2005                      |        |  |
| BOARD                           |        |  |

**MEMORANDUM**

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

**DATE:** November 2, 2005

**FROM:** Greg Keller  
Planner

**FILE:** 3360 30 0509

**SUBJECT:** Amendment Bylaw No. 1285.08, 2005 – Keith Brown Associates on behalf of  
Oceanside Wood Products  
Electoral Area 'F' – 1429 Springhill Road

**PURPOSE**

To receive the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on Tuesday, November 1, 2005, and further, to consider Bylaw No. 1285.08, 2005 for 3<sup>rd</sup> reading.

**BACKGROUND**

Bylaw No. 1285.08, 2005 was introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading on September 20, 2005. This was followed by a Public Hearing held on November 1, 2005. The Report of the Public Hearing containing the summary of the minutes and submissions is attached for the Board's consideration (*see Attachment No. 1*).

The purpose of this amendment bylaw is to rezone the parcel legally described as Lot 5, District Lot 103, Nanoose District, Plan VIP73532 and located at 1429 Springhill Road in Electoral Area 'F' (*see Attachment No. 2 for location of subject property*) from Industrial 1 (I-1) to CD-17 1429 Springhill Road (CD-17) in order to permit the construction of a value-added lumber re-manufacturing facility including a defined area for outdoor storage, sorting, and bucking of raw logs.

The applicant has met the previously required conditions to provide a landscaping plan and a landscaping security deposit in an amount and form acceptable to the Regional District of Nanaimo. In addition, the applicant is in concurrence to register, at his expense and to the satisfaction of the Regional District of Nanaimo, a Section 219 covenant prohibiting vegetation removal within 4.5 metres of the lot line adjacent to Church Road and prohibiting the storage of wood wastes beyond a volume of 250 m<sup>3</sup> and the processing of wood wastes on the subject property. These conditions are outlined in Schedule No. 1 of this report.

**ALTERNATIVES**

1. To receive the Report of the Public Hearing, and grant Bylaw No. 1285.08 3<sup>rd</sup> reading.
2. To receive the Report of the Public Hearing and deny Bylaw No 1285.08, 3<sup>rd</sup> reading.

## **INTERGOVERNMENTAL IMPLICATIONS**

Referrals were sent to the Ministry of Transportation, the, the Ministry of Environment, and the Errington and District Volunteer Fire Department.

Comments received include:

*Ministry of Transportation* – Ministry staff has indicated that the Ministry's interests are unaffected with respect to the zoning amendment application. The Ministry also indicated that the surface drainage from the subject property was included in the overall subdivision and road drainage design. Therefore, no further works are required.

*Ministry of Environment* – The Ministry of Environment has indicated that a waste discharge authorization permit is required. The applicant has applied and we have received correspondence from the Ministry indicating that the permit will be issued.

*Local Fire Chief* – The Community Planning Department, in consideration of fire safety issues, has been referring applications for rezoning or OCP amendments to local fire departments. The Fire Chief has verbally indicated that the Fire Department has no issues with this proposal.

## **PUBLIC CONSULTATION IMPLICATIONS**

The proceedings are outlined in the Report of the Public Hearing Containing the Summary of the Minutes and Submissions attached to this report (*see Attachment No. 1*).

## **VOTING**


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

## **SUMMARY**

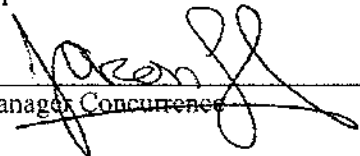
The purpose of Bylaw No. 1285.08, 2005 is to rezone Lot 5, District Lot 103, Nanoose District, Plan VIP73532, located at 1429 Springhill Road in Electoral Area 'F' to permit the construction of a value-added lumber re-manufacturing facility including a defined area for outdoor storage, sorting, and bucking of raw logs. The bylaw was introduced and given 1<sup>st</sup> and 2<sup>nd</sup> reading on September 20, 2005 and preceded to Public Hearing on November 1, 2005. The requirements set out in the recommendation No. 4 are proposed to be secured and/or completed by the applicant prior to the Board's consideration of the bylaw for adoption. Therefore, staff recommends that Bylaw No. 1285.08 be considered for 3<sup>rd</sup> reading.

## RECOMMENDATIONS

1. That the Report of Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held on November 1, 2005 as a result of public notification on "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No 1285.08, 2005" be received.
2. That "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No 1285.08, 2005" be given 3rd reading.
3. That "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw Amendment Bylaw No 1285.08, 2005" be forwarded to the Ministry of Transportation for its approval.
4. That the following conditions be secured and/or completed by the applicant prior to Board consideration of adoption of Bylaw No. 1285.08, 2005.
  - The applicant, at the applicant's expense, to prepare and register to the satisfaction of the Regional District of Nanaimo, a Section 219 covenant restricting vegetation removal within 4.5 metres of the property line adjacent to Church Road and prohibiting the storage of wood wastes beyond a volume of 250m<sup>3</sup> and the processing of wood wastes.
  - Applicant to submit a copy of the waste discharge authorization as issued by the Ministry of Environment.

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

  
\_\_\_\_\_  
Deputy Administrator Concurrence

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

## COMMENTS:

*dev/rs/reports/2005/ 3360 30 0509 no sp brd Brown/Oceanside PH 3rd*



Attachment No. 1

Summary of Minutes and Submissions to the Public Hearing

**REPORT OF THE PUBLIC HEARING HELD  
TUESDAY NOVEMBER 1, 2005 AT 7:00 PM AT THE BRADLEY CENTRE  
975 SHEARME ROAD TO CONSIDER "REGIONAL DISTRICT OF NANAIMO  
ELECTORAL AREA 'F' ZONING AND SUBDIVISION BYLAW NO. 1285.08, 2005"**

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

**Present:**

|                  |                                    |
|------------------|------------------------------------|
| Lou Biggemann    | Chair Director, Electoral Area 'F' |
| Jason Llewellyn: | Manager, Community Planning        |
| Greg Keller      | Planner                            |

There were approximately 14 people in attendance.

There is one electronic submission, and a written submission received at the public hearing, that are attached to and form part of the minutes of the Public Hearing.

**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 Bylaw.

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

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

**John Mansell, Box 69 Errington** spoke in support of the application and mentioned that he conducted a site visit at the applicant's current operation and noted that the debarker was quieter than anticipated. Mr. Mansell outlined the steps the applicant is proposing for environmental protection. Mr. Mansell proposed that the Regional District of Nanaimo consider holding other developers in the future to the same standard that the applicant is proposing.

**Michael Jessen, 1266 Jukes Place, Director of the French Creek Residents Association** provided a brief historical overview of his involvement in the introduction of Bylaw No. 1285, 2002.

Mr Jessen spoke to a matter relating to ground water quality issues in the surrounding area. Mr. Jessen highlighted a report prepared by Mike Wei, a provincial engineer in the early 1990s addressing the impact of forest removal for the purpose of creating a gravel pit on land above the aquifer. He mentioned that the author of the report recommended that no burning be conducted as it could potentially affect the aquifer.

Mr. Jessen continued by indicating that there are groundwater production wells within a few hundred feet of the subject property and stated his concern with ground water quality and contamination potential. He also suggested that the processing of wood wastes creates water problems. Mr. Jessen then read an email from a citizen of Electoral Area 'F' indicating that this citizen had water contamination as a result of wood waste stored on or near her property.

Mr. Jessen indicated that industrial uses should not be grouped together, especially where these uses are located above the aquifer in which Breakwater draws its water. Mr. Jessen then asked what controls are in place to protect ground water quality.

Mr. Jessen questioned the rationale of the current zoning and the existing industrial park in relation to water quality.

Mr. Jessen suggested that the Regional District of Nanaimo and property owners pay for the relocation of the Breakwater Production Wells or use water from Arrowsmith dam in order to reduce the risk of groundwater contamination as a result of development above the aquifer.

He finished by indicating that the staff report for this application did not mention the water production wells.

**Neil Sorensen, 891 Drew Rd. (the applicant)** provided a brief overview and history of the proposed operation, and their product.

**Keith Brown (applicant's agent)** described his involvement with this application and continued by providing a brief historical overview of the process involved in introducing Bylaw No. 1285. Mr. Brown outlined the environmental legislation contained in Bylaw No. 1285 in comparison to that contained in other jurisdictions and stated that Bylaw 1285 has stronger environmental legislation than most municipalities. Mr. Brown suggested that due to lack of building inspection in the area, there is less policing of the rules and regulations.

Mr. Brown spoke in support of the application specifically in relation to the applicant's desire to install state of the art technology and comply with current environmental standards. MR. Brown indicated that he is comfortable with the proposed development and indicated that the development should be an example for other developers on how development should be done. Mr. Brown finished by stating that he is proud to be a part of this development.

**Marlene Prescott, 740 Englishman River Rd.** stated that she was not opposing this application. She then spoke to an issue regarding the Englishman River Subdivision. Ms. Prescott explained an issue she has with an existing building scheme and current zoning on her neighbour's property.

**Trevor Wicks, 1246 Middlegate Rd.** stated that he does not have an objection to this application. He then spoke to the issue of drinking water supply. Mr. Wicks indicated that the Vancouver Island Health Authority (VIHA) has authority over groundwater protection. Mr. Wicks indicated that the drinking water supply in Errington has been diminishing and he suggested that the water table has been reduced by about eight metres. Mr. Wicks then indicated the aquifer was originally thought to be a confined aquifer but now it is not thought to be a confined aquifer and has a much faster recharge time than previously anticipated.

Mr. Wicks then suggested that the Regional District of Nanaimo should relocate the water production wells.

**Richard Dean** spoke to his concern over industrial development in relation to the groundwater production wells. Mr. Dean questioned the suitability of the subject property for the installation of a septic disposal system and suggested that the applicant install a pump and haul system in lieu of a conventional ground disposal system.

**Keith Brown (applicant's agent)** explained that the proposed septic disposal system is an engineered storm water system and that the applicant is proposing to conduct monitoring during the first year at 3 months, 6 months, and 9 months and then on an annual basis in the following years to ensure the system is operating properly. Mr. Brown stated that Breakwater Enterprises was given an opportunity to purchase property adjacent to the wells, but Breakwater Enterprises was not interested at the time.

Mr. Brown explained that wood waste would be removed from the subject property and further that the proposed development is a clean use. Mr. Brown suggested that the real concern is with paint and chemical spills and spillage. Mr. Brown stated that wood is a clean use compared to other potential industrial uses. Mr. Brown indicated that the septic disposal system is constructed in accordance with the Vancouver Island Health Authority (VIHA) requirements and that a representative from VIHA conducted a site visit.

**Neil Sorensen, 891 Drew Rd. (the applicant)** outlined the steps they have taken in respect to the septic disposal system.

**Trevor Wicks, 1246 Middlegate Rd.** spoke to his concern with respect to the recharge rate of the aquifer. He explained that increased development pressure and the creation of more impervious surfaces reduce the recharge rate of the aquifer. He also stated concern with the cost of re-drilling groundwater production wells and indicated that the current wells are only 80 metres deep.

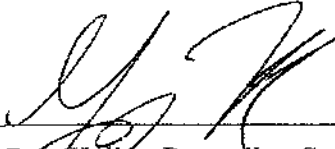
**The Chair** asked if there were any other comments or submissions.

**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.

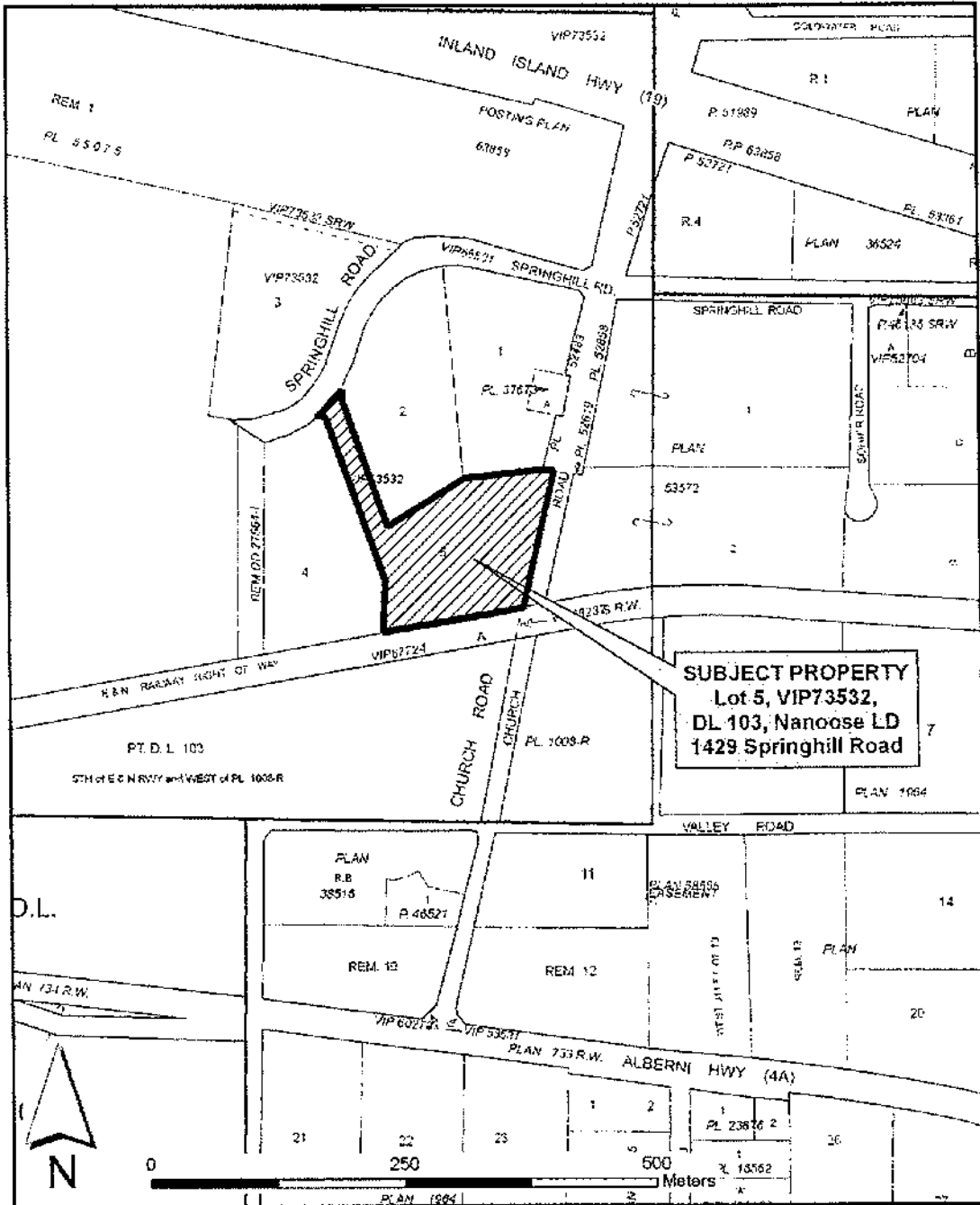
Hearing none, the Chair thanked those in attendance and announced that the public hearing was closed. The Chair indicated that the Board of the Regional District would consider Bylaw No. 1285.08, 2005 at their next board meeting to be held Tuesday, November 8, 2005 at the Regional District Board chambers at 6300 Hammond Bay Road in Nanaimo.

Certified true and accurate this 2<sup>nd</sup> day of November, 2005.

  
\_\_\_\_\_  
Greg Keller, Recording Secretary

\_\_\_\_\_  
Director Lou Biggemann, Chair, Electoral Area F

Attachment No. 2  
Location of Subject Property  
Amendment Application No. ZA0509



BOGS MAPSHEET NO. 92F D39.1.1



|                              |           |        |  |
|------------------------------|-----------|--------|--|
| REGIONAL DISTRICT OF NANAIMO |           |        |  |
| CHAIR                        |           | CM Cms |  |
| CAO                          |           | SM ES  |  |
| DA CCD                       | <i>AB</i> | MCF    |  |
| OCT 31 2005                  |           |        |  |
| <i>SPECIAL BOARD</i>         |           |        |  |
|                              |           |        |  |
|                              |           |        |  |

**MEMORANDUM**

**TO:** Members of the Board **DATE:** October 29, 2005

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

**SUBJECT:** Adoption of 2006 to 2011 Financial Plan

**PURPOSE:**

To introduce for three readings and adoption "Regional District of Nanaimo Financial Plan 2006 to 2011 Bylaw No. 1474, 2005".

**BACKGROUND:**

The Board reviewed the financial plan over the course of two open meetings on October 11<sup>th</sup> and October 18<sup>th</sup>. Two recommendations made at those meetings have been incorporated into the budget and the bylaw attached to this report. The recommendations have changed the 2006 budget year as follows:

|                                 |                     |   |
|---------------------------------|---------------------|---|
| Total tax revenues as presented | \$25,139,389        |   |
| Adjustments:                    |                     |   |
| Regional Growth Management      | 6,000               | - to provide sufficient funds to undertake Groundwater Indicator Study for Sustainability Project |
| Regional Parks – Operations     | <u>30,000</u>       | - to provide operational funding to the Nanaimo Area Land Trust for 2006                          |
| Tax revenues as amended         | <u>\$25,174,389</u> |   |

The Regional Growth Management service is funded by all members except Electoral Area B and the Regional Parks service is funded by all members. The change for each jurisdiction is relatively minor and varies as a result of the different apportionment formulas applicable to each service. The City of Nanaimo as the preponderant jurisdiction will be assessed \$20,390 of the total \$36,000 adjustment.

**ALTERNATIVES:**

1. Adopt Bylaw No. 1474 as presented.
2. Amend the financial plan further and adopt it as amended.

**FINANCIAL IMPLICATIONS:**


The financial implications have been outlined during the budget review and additionally as noted herein.

**SUMMARY/CONCLUSIONS:**

The Board has concluded its review of the 2006 budget and 2006 to 2011 Financial Plan. Two adjustments have been proposed and are summarized in this report. The amendments would add \$36,000 to the overall tax revenues for 2006.

**RECOMMENDATION:**

1. That "Regional District of Nanaimo Financial Plan 2006 to 2011 Bylaw No. 1474 ,2005" be introduced for first three readings.
2. That "Regional District of Nanaimo Financial Plan 2006 to 2011 Bylaw No. 1474 ,2005" having received first three readings be adopted and be forwarded as required to the municipal jurisdictions and the Ministry of Community Services.

  
Report Writer

**COMMENTS:**

**REGIONAL DISTRICT OF NANAIMO  
BYLAW NO. 1474**

**A BYLAW TO ADOPT THE 2006  
TO 2011 FINANCIAL PLAN**

WHEREAS the Regional District of Nanaimo shall pursuant to Section 815 of the *Local Government Act*, adopt by bylaw a five year financial plan;

AND WHEREAS an expenditure not provided for in the financial plan or the financial plan as amended, is not lawful unless for an emergency that was not contemplated;

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

1. **TITLE**

This bylaw may be cited as the "Regional District of Nanaimo Financial Plan 2006 to 2011 Bylaw No. 1474, 2006".

2. **DEFINITION**

"Emergency" means a present or imminent event that:

- a) is caused by accident, fire explosion or technical failure or by the forces of nature; and
- b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.

3. Schedules 'A', 'B', 'B-1', 'B-2' and 'C' attached to this bylaw are hereby adopted as the Financial Plan for the Regional District of Nanaimo for the period January 1, 2006 to December 31, 2011.

4. The Financial Plan may be amended in the following manner:

- a) Funds may be reallocated in accordance with the Regional District of Nanaimo's purchasing policy for new projects.
- b) The Manager, Financial Services, may transfer unexpended appropriations to Reserve Funds and accounts for future expenditures.
- c) The Board may authorize amendments to the plan for Emergencies as defined herein.

Introduced and read three times this 8th day of November, 2005.

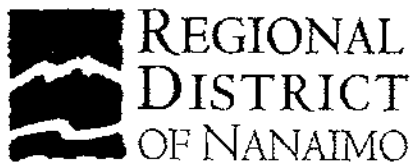
Adopted this 8th day of November, 2005.

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CHAIRPERSON

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DEPUTY ADMINISTRATOR



Chairperson

Deputy Administrator

|                                | 2006                | 2007                | 2008                | 2009                | 2010                | 2011                |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Revenues</b>                |                     |                     |                     |                     |                     |                     |
| Property taxes                 | (22,026,835)        | (22,711,911)        | (23,249,567)        | (23,751,191)        | (24,265,939)        | (24,741,921)        |
| Parcel taxes                   | (2,853,184)         | (2,909,934)         | (3,120,525)         | (3,329,545)         | (3,534,399)         | (3,596,316)         |
| Municipal agreements           | (494,370)           | (505,694)           | (517,280)           | (529,134)           | (541,263)           | (553,673)           |
|                                | <u>(25,174,389)</u> | <u>(26,127,539)</u> | <u>(26,887,372)</u> | <u>(27,609,871)</u> | <u>(28,341,601)</u> | <u>(28,891,910)</u> |
| Operating revenues             | (1,646,455)         | (1,700,040)         | (1,728,153)         | (1,748,570)         | (1,769,180)         | (1,790,538)         |
| Interest income                | (285,000)           | (287,850)           | (287,850)           | (287,850)           | (287,850)           | (287,850)           |
| Transit fares                  | (3,140,125)         | (3,208,612)         | (3,513,557)         | (3,583,829)         | (3,756,811)         | (3,831,948)         |
| Landfill tipping fees          | (7,250,000)         | (7,000,000)         | (7,140,000)         | (7,282,800)         | (7,428,456)         | (7,428,456)         |
| Recreation fees                | (374,480)           | (381,970)           | (389,609)           | (397,401)           | (405,349)           | (413,456)           |
| Recreation facility rentals    | (489,850)           | (499,647)           | (518,540)           | (521,910)           | (532,348)           | (542,995)           |
| Recreation vending sales       | (24,500)            | (24,500)            | (24,500)            | (24,500)            | (24,500)            | (24,500)            |
| Recreation concession          | (6,000)             | (6,000)             | (6,000)             | (6,000)             | (6,000)             | (6,000)             |
| Recreation - other             | (264,825)           | (270,088)           | (275,456)           | (280,932)           | (286,517)           | (292,213)           |
| Utility user fees              | (2,961,896)         | (3,023,281)         | (3,084,996)         | (3,148,016)         | (3,212,374)         | (3,233,095)         |
| Operating grants               | (3,719,325)         | (3,490,825)         | (3,490,825)         | (3,503,325)         | (3,490,825)         | (3,553,352)         |
| Grants in lieu of taxes        | (95,600)            | (95,600)            | (95,600)            | (95,600)            | (95,600)            | (95,600)            |
| Interdepartmental recoveries   | (2,913,060)         | (3,039,113)         | (3,130,176)         | (3,224,204)         | (3,321,299)         | (3,420,330)         |
| Transfer from reserves         | (2,408,000)         | 0                   | (98,000)            | (1)                 | (350,001)           | (40,001)            |
| Miscellaneous                  | (3,296,860)         | (3,266,693)         | (3,210,495)         | (2,905,977)         | (2,760,695)         | (2,727,428)         |
| Prior year (surplus)/deficit   | (5,633,415)         | (3,068,689)         | (2,506,501)         | (2,820,258)         | (2,535,881)         | (2,388,631)         |
| <b>Total Revenues</b>          | <u>(59,683,780)</u> | <u>(55,490,447)</u> | <u>(56,387,630)</u> | <u>(57,441,044)</u> | <u>(58,605,287)</u> | <u>(58,968,303)</u> |
| <b>Expenditures</b>            |                     |                     |                     |                     |                     |                     |
| Administration                 | 2,606,925           | 2,613,121           | 2,619,375           | 2,625,695           | 2,632,063           | 2,635,282           |
| Community grants               | 42,500              | 42,500              | 42,500              | 42,500              | 42,500              | 42,500              |
| Legislative                    | 307,990             | 308,863             | 369,744             | 311,234             | 312,139             | 373,053             |
| Professional fees              | 1,715,700           | 1,074,376           | 997,731             | 977,106             | 978,502             | 991,919             |
| Building Ops                   | 1,926,791           | 1,944,706           | 1,962,922           | 1,981,443           | 2,007,414           | 2,033,805           |
| Veh & Equip ops                | 4,338,256           | 4,427,573           | 4,526,309           | 4,560,853           | 4,630,118           | 4,710,081           |
| Operating Costs                | 9,408,025           | 9,462,482           | 9,730,186           | 10,418,783          | 10,471,033          | 10,610,259          |
| Program Costs                  | 249,260             | 251,360             | 253,480             | 255,620             | 257,781             | 259,963             |
| Wages & Benefits               | 16,669,314          | 17,005,124          | 17,337,146          | 17,650,815          | 18,006,737          | 18,309,562          |
| Transfer to other govt/org     | 3,610,040           | 3,708,520           | 3,737,647           | 3,817,634           | 3,886,155           | 3,912,378           |
| Debt financing                 | 5,697,390           | 5,654,446           | 5,435,511           | 5,778,789           | 6,056,977           | 4,535,113           |
| Contributions to reserve funds | 3,829,790           | 3,882,183           | 4,780,565           | 5,250,311           | 4,648,862           | 7,140,918           |
| Capital                        | 6,227,810           | 2,177,835           | 1,156,375           | 723,570             | 2,295,375           | 446,865             |
| <b>SubTotal</b>                | <u>56,629,591</u>   | <u>52,553,089</u>   | <u>52,949,491</u>   | <u>54,394,353</u>   | <u>56,225,656</u>   | <u>56,001,698</u>   |
| New debt                       | 0                   | 427,757             | 605,431             | 512,810             | 0                   | 32,939              |
| <b>Total expenditures</b>      | <u>56,629,591</u>   | <u>52,985,946</u>   | <u>53,569,372</u>   | <u>54,907,163</u>   | <u>56,225,656</u>   | <u>56,034,637</u>   |
| <b>(Surplus)/deficit</b>       | <u>(3,054,189)</u>  | <u>(2,504,501)</u>  | <u>(2,818,258)</u>  | <u>(2,533,881)</u>  | <u>(2,379,631)</u>  | <u>(2,933,666)</u>  |





Chairperson

Deputy Administrator

|   |                     |
|---|---------------------|
| <b>CORPORATE SERVICES</b>                                 |                     |
| Administration  | \$555,335           |
| Grants In A.d   | 42,500              |
| SD 68 Emergency 911                                       | 68,555              |
| SD69 Emergency 911  | 371,960             |
| Electoral Areas   | 163,650             |
| Referendums   |                     |
| Feasibility Studies                                       | (79)                |
|   | <u>1,202,021</u>    |
| <br><b>COMMUNITY SERVICES</b>                             |                     |
| Regional Development                                      | \$300,965           |
| Regional Parks - Electoral Areas                          | 101,770             |
| - Municipal Agreements                                    | 287,275             |
| Recreation Coordinating - Recreation                      | 717,220             |
| - Sportsfields Agreement                                  | 207,095             |
| Oceanside Place   | 1,182,370           |
| Ravensong Aquatic Center                                  | 1,222,460           |
| Gabriola Island Recreation Commission                     | 69,795              |
| Southern Community Recreation - Facilities                | 501,615             |
| - Sportsfields  | 169,950             |
| Port Theater  | 41,635              |
| Community Parks   | 435,820             |
| Southern Community Transit                                | 3,341,695           |
| D69 Community Bus   | 511,075             |
| D69 Custom Transit  | 0                   |
| Desomso Bay Emergency Wharf                               | 8,360               |
| Emergency Planning  | 115,980             |
| Waterloo School   | 0                   |
|   | <u>9,215,080</u>    |
| <br><b>DEVELOPMENT SERVICES</b>                           |                     |
| Building Inspection                                       | \$71,400            |
| Planning - Electoral Areas                                | 532,325             |
| - Municipal Agreements                                    |                     |
| House Numbering   | 21,500              |
|   | <u>1,025,225</u>    |
| <b>Bylaw Enforcement</b>                                  |                     |
| Unsanitary Premises                                       | \$7,640             |
| Hazardous Properties                                      | 3,745               |
| Animal Control Area F                                     | 12,170              |
| Animal Control - Area A, B, C, D                          | 56,100              |
| Animal Control Area E, G, H                               | 69,035              |
| Noise Control   | 26,820              |
|   | <u>175,510</u>      |
|   | <u>1,200,735</u>    |
| <br><b>ENVIRONMENTAL SERVICES</b>                         |                     |
| Southern Wastewater Treatment                             | \$4,145,365         |
| Northern Wastewater Treatment                             | 3,445,980           |
| Solid Waste Facilities                                    | 402,205             |
|   | <u>7,993,550</u>    |
| <br><b>ASSESSMENT BASED GENERAL PROPERTY TAX REVENUES</b> |                     |
|   | <u>\$19,611,486</u> |
| <br><b>LOCAL SERVICE AREA TAXES</b>                       |                     |
| Regional Parks Parcel Taxes                               | \$14,590            |
| Duke Point Sewage Treatment                               | 45,445              |
| Fire Service Areas  | 1,539,215           |
| Streetlighting Service Areas                              | 55,079              |
| Other Utilities   | 2,500               |
| Utility Services Parcel Taxes                             | 2,138,594           |
|   | <u>4,295,423</u>    |
| <b>TAXATION FOR REGIONAL DISTRICT SERVICES</b>            | <u>\$23,906,909</u> |
| <br><b>TAXATION FOR OTHER JURISDICTIONS</b>               |                     |
| Vancouver Island Regional Library                         | 1,267,480           |
| <b>TOTAL PROPERTY TAX REVENUES</b>                        | <u>\$25,174,389</u> |



# REGIONAL DISTRICT OF NANAIMO

Chairperson

Deputy Administrator

## LOCAL SERVICES TAX REVENUES

### FIRE DEPARTMENTS

|                                    |                  |
|------------------------------------|------------------|
| Eslington Fire Volunteer           | 209,480          |
| Extension Fire Volunteer           | 105,000          |
| Coombs-Hilliers Fire Volunteer     | 178,950          |
| Nanoose Bay Fire Volunteer         | 275,350          |
| Dashwood Fire Volunteer            | 162,900          |
| Bow Horn Bay                       | 150,540          |
| Yellow Point Fire Contract         | 95,375           |
| Wellington Fire Contract           | 42,840           |
| Parksville ( Local ) Fire Contract | 55,000           |
| French Creek Fire Contract         | 253,980          |
| Nanaimo River Fire                 | 9,800            |
|                                    | <u>1,539,215</u> |

### STREETLIGHTING

|   |               |
|---|---------------|
| Fairwinds Streetlighting                            | 12,675        |
| Rural Areas Streetlighting                          | 9,860         |
| French Creek Village Streetlighting                 | 5,964         |
| Highway Intersections Streetlighting (French Creek) | 2,040         |
| Morningstar Streetlighting                          | 10,730        |
| Sandpiper Streetlighting                            | 9,275         |
| Hwy # 4 ( Area F)                                   | 2,675         |
| Englishman River Community                          | 1,860         |
|   | <u>55,079</u> |

### NOISE CONTROL

|                      |               |
|----------------------|---------------|
| Noise Control Area A | 6,255         |
| Noise Control Area B | 4,140         |
| Noise control Area C | 8,000         |
| Noise Control Area E | 4,220         |
| Noise Control Area G | 4,205         |
|                      | <u>26,820</u> |

### PORT THEATER CONTRIBUTION

|                  |               |
|------------------|---------------|
| Electoral Area A | 13,900        |
| Electoral Area B | 13,915        |
| Electoral Area C | 13,820        |
|                  | <u>41,635</u> |

### UTILITIES

|                                       |              |
|---------------------------------------|--------------|
| Englishman River Community Stormwater | <u>2,500</u> |
|---------------------------------------|--------------|

### COMMUNITY PARKS

|                  |                |
|------------------|----------------|
| Electoral Area A | 75,000         |
| Electoral Area B | 115,600        |
| Electoral Area C | 11,220         |
| Electoral Area D | 23,000         |
| Electoral Area E | 50,000         |
| Electoral Area F | 37,000         |
| Electoral Area G | 55,000         |
| Electoral Area H | 69,000         |
|                  | <u>435,820</u> |

Chairperson

Deputy Administrator



**PARCEL TAX REVENUES**

**WATER UTILITIES**

|                            |                  |
|----------------------------|------------------|
| Surfside                   | 17,510           |
| Nanoose                    | 90,490           |
| Driftwood                  | 6,680            |
| French Creek               | 46,895           |
| Englishman River Community | 45,610           |
| Nanoose Bulk Water         | 453,705          |
| French Creek Bulk Water    | 128,355          |
| Decourcey Water            | 4,594            |
| San Pareil Water           | 73,440           |
| Melrose Place              | 13,790           |
| Nanoose Peninsula          | 560,850          |
|                            | <u>1,441,919</u> |

**SEWAGE COLLECTION UTILITIES**

|                  |                |
|------------------|----------------|
| French Creek     | 302,730        |
| Fairwinds        | 264,790        |
| Surfside Sewer   | 12,080         |
| Pacific Shores   | 28,375         |
| Barclay Crescent | 88,700         |
|                  | <u>696,675</u> |

**TOTAL PARCEL TAX REVENUES**

2,138,594

CAPITAL PLAN 2006 to 2011

Submitted to the accompanying  
 Reg. City of Nanaimo  
 Financial Plan 2006 to 2011  
 By-law No. 1174 - 2006

Chairperson

Deputy Administrator

|   | 2006     | 2007     | 2008     | 2009     | 2010     | 2011     | Total     |
|---|----------|----------|----------|----------|----------|----------|-----------|
| <b>CORPORATE SERVICES</b>   |          |          |          |          |          |          |           |
| <b>General office furniture/equipment</b>                             |          |          |          |          |          |          | 0         |
| General administration - central printers                             |          |          |          |          |          |          | 0         |
| Admin. central laser printer  | 6,000    |          |          |          |          |          | 6,000     |
| Admin. central colour printer   |          |          | 4,500    |          |          |          | 4,500     |
| Admin. central reception workstation                                  | 3,500    |          |          |          |          |          | 3,500     |
| CAD laser printer   |          | 2,500    |          |          |          |          | 2,500     |
| CAD general allowance   |          |          |          |          |          |          | 0         |
| Human Resources general allowance                                     | 2,000    |          |          |          |          |          | 2,000     |
| Secretary general allowance   |          |          |          |          |          |          | 0         |
| Finance   |          |          |          |          |          |          | 0         |
| Laser printer - primary   | 6,000    |          | 1,000    |          |          |          | 7,000     |
| Laser printer (Accounts Payable)                                      |          |          |          |          |          |          | 1,200     |
| Information Systems   |          |          |          |          |          |          | 0         |
| Laser printer   |          |          | 2,500    |          |          |          | 2,500     |
| GIS - plotter   | 15,000   |          |          |          |          |          | 15,000    |
|   |          |          |          |          |          |          | 0         |
|   |          |          |          |          |          |          | 0         |
|   |          |          |          |          |          |          | 0         |
|   | 32,500   | 2,500    | 8,500    | 0        | 0        | 0        | 43,000    |
| <b>Other equipment</b>  |          |          |          |          |          |          |           |
| Upgrade mail room equipment   | 0        | 3,500    | 0        | 0        | 0        | 0        | 3,500     |
|   |          | 3,500    |          |          |          |          | 3,500     |
| <b>Vehicles</b>   |          |          |          |          |          |          |           |
| Vehicles - Bylaw Enforcement (3 vehicles - 4 yr cycle)                | 12,000   | 24,000   | 36,000   | 12,000   | 24,000   | 36,000   | 144,000   |
| (cost recovered from other departments)                               | (12,000) | (24,000) | (36,000) | (12,000) | (24,000) | (36,000) | (144,000) |
|   | 0        | 0        | 0        | 0        | 0        | 0        | 0         |
|   |          |          |          |          |          |          | 0         |
| <b>Building/Engineering Structures</b>                                |          |          |          |          |          |          |           |
| General allowance for major repair/development of office              | 150,000  |          | 45,000   | 0        | 0        | 0        | 195,000   |
|   | 150,000  | 0        | 45,000   | 0        | 0        | 0        | 195,000   |
| <b>Central Computer Servers</b>                                       |          |          |          |          |          |          |           |
| RDN1 - SA Firewall  |          |          |          |          | 5,510    |          | 5,510     |
| RDN2 - O/A Server   |          |          | 6,900    |          |          |          | 6,900     |
| RDN3 - Exchange e-mail  |          |          |          |          | 6,900    |          | 6,900     |
| RDN4 - SQL Database / Class Server                                    | 6,900    |          |          |          |          | 6,900    | 13,800    |
| RDN5 - Web Server - internal (Vadin YCH, Mapping)                     |          |          |          |          | 5,510    |          | 5,510     |
| RDN6 - Intranet / Index Server  |          | 6,900    |          |          |          |          | 6,900     |
| RDN7 - Domain controller / DNS / DHCP                                 |          |          |          | 5,510    |          |          | 5,510     |
| RDN8 - Data replication server  |          |          |          | 8,875    |          |          | 8,875     |
| - Data Storage cabinet for data replication                           |          |          |          | 10,200   |          |          | 10,200    |
| RDN9 - Backup / Profile / Print Server                                |          |          |          | 5,510    |          |          | 5,510     |
| RDN10 - Arena Print Server / DNS / DHCP                               | 2,500    |          |          |          |          | 2,500    | 5,000     |
| RDN11 - Fax / Print Server / DNS / DHCP                               | 2,500    |          |          |          |          | 2,500    | 5,000     |
| RDN12 - Geoware Solid Waste Server                                    |          |          | 8,875    |          |          |          | 8,875     |
| RDN13 - Antivirus / Domain Clk / Dev Tools Server                     |          |          | 5,510    |          |          |          | 5,510     |
| RDN14 - Passfile / Transit SQL Server                                 |          |          |          |          | 5,510    |          | 5,510     |
| RDN15 - Vadin Finance Server  |          |          | 14,445   |          |          |          | 14,445    |
| RDN16 - IT Development Server   |          |          |          |          |          |          | 0         |
| RDN17 - Class Payment Server * (utilize reallocated server from 2006) |          |          |          |          |          |          | 0         |
| RDN18 - Class e-connected Server                                      |          |          |          |          |          |          | 0         |
| RDN20 - Mapping Server (Arc SDE)                                      |          | 8,875    |          |          |          |          | 8,875     |
| EMC CX300 SAN Storage Array   | 69,160   |          |          |          |          |          | 69,160    |
| McDATA Fax Port SAN Switch  | 7,900    |          |          |          |          |          | 7,900     |
| Qlogic 7340 HBAs  | 6,020    |          |          |          |          |          | 6,020     |
| PV114T LTO-3 Dual Tape Drive  | 9,630    |          |          |          |          |          | 9,630     |
|   |          |          |          |          |          |          | 0         |
|   |          |          |          |          |          |          | 0         |
|   |          |          |          |          |          |          | 0         |
| <b>Other Network Equipment</b>  |          |          |          |          |          |          |           |
| Transit Network switch  |          |          |          |          | 1,900    |          | 1,900     |
| D69 Arena Network Switch  |          |          |          |          |          |          | 0         |
| D69 Fax Network Switch  |          |          |          |          |          |          | 0         |
| Finance network Switch / Fiber  |          |          |          |          | 3,790    |          | 3,790     |
| Main Office Network Switch  |          |          |          |          |          |          | 0         |
| Main Computer Room UPS (one in each rack)                             |          | 5,250    |          |          | 2,500    |          | 7,750     |
| D69 Arena & Fax UPS   | 2,500    |          |          |          | 2,500    |          | 5,000     |
| Main Office Computer Room Rack  |          |          |          |          |          |          | 0         |
| Finance Area Computer Room - Small Computer Rack                      |          |          |          | 1,000    |          |          | 1,000     |
| None! - VPN controllers   |          | 5,000    |          |          |          |          | 5,000     |
|   | 136,110  | 27,025   | 35,730   | 40,095   | 34,120   | 11,900   | 254,980   |
|   |          |          |          |          |          |          | 0         |