

REGIONAL DISTRICT OF NANAIMO

**COMMITTEE OF THE WHOLE
TUESDAY, JANUARY 10, 2006
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

4 Carole Wright, re Nanaimo Search and Rescue.

MINUTES

COMMUNICATIONS/CORRESPONDENCE

BUSINESS ARISING FROM THE MINUTES

COMMUNITY SERVICES

CORPORATE SERVICES

ADMINISTRATION

5-6 Technical Exchange Mission - RDN Partnership with Sunyani, Ghana.

FINANCE

7-8 Amendment to Banking/Investing Signing Authorities.

9-33 Bylaw Amendments – Redefinition of Electoral Area Boundaries for Electoral Areas C and D – Bylaws No. 787.04, 1000.04, 992.03, 975.41, 1102.01, 1230.04, 888.04, 801.05, 802.03, 1320.01, 1448.01.

34-39 Municipal Benefiting Area (Parksville) Amendment Bylaw No. 890.03 - Amendment to the Municipal Participating Area in the City of Parksville – Northern Community Sewer Service.

40-44 2006 Assessment Roll Preparation Bylaw No. 1478.

FIRE DEPARTMENTS

45-47 Support for Request of Free Crown Grant for Bow Horn Bay Fire Department -- Area H.

48-57 Renewal of Fire Protection Service Agreement with the Nanoose Bay Fire Protection Society – Area E.

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DEVELOPMENT SERVICES

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SOLID WASTE

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71-72 Landfill Rubber Tire Wheel Loader/Tool Carrier.

UTILITIES

- 73-74 Expenditure of San Pareil Borrowing Bylaw Funds.
75-81 Surfside Sewer Local Service Area Bylaw No. 1124.05 and Northern Community Sewer Local Service Area Bylaw No. 889.41 – Ally - 968 Surfside Drive – Area G.
82-88 Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.07 and Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.40.
89-131 Fire Hydrant Use – Proposed Regulations & Rates Bylaw Amendment – Bylaws No. 619.12, 700.13, 1097.08, 1172.06, 1383.02, 1434.01, 1468.01.

COMMISSION, ADVISORY & SELECT COMMITTEE

Regional Growth Monitoring Advisory Committee/State of Sustainability.

- 132-135 Minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability meeting held November 29, 2005. (for information)

Intergovernmental Advisory Committee.

- 136-138 Minutes of the Intergovernmental Advisory Committee meeting held November 17, 2005. (for information)

Verbal Reports As Available:

Arrowsmith Water Project Management Committee
Deep Bay Harbour Authority
District 69 Recreation Commission
Island Corridor Foundation
Mt. Arrowsmith Biosphere Foundation

Municipal Finance Authority
Municipal Insurance Association
North Island 911 Corporation
RDN Emergency Planning Committee
Regional Library Board
Regional Transportation Advisory Committee
Treaty Advisory Committee
Vancouver Island Health Authority – Project Building Committee
Vancouver Island Health Authority – Joint Capital Planning Committee

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

Burgoyne, Linda

From: Carole Wright [c-wright@shaw.ca]
Sent: Tuesday, December 20, 2005 9:17 AM
To: Burgoyne, Linda
Subject: Nanaimo SAR Delegation

Hi Linda

was speaking to Neil Connelly and he suggested that I email you and request time for Nanaimo SAR to make a presentation to the board on the Jan 10th meeting. This will be for the property next door.

Thanks
Carole

2/20/2005



REGIONAL DISTRICT OF NANAIMO			
CHAIR		GM Cms	
CAO		GM ES	
DA CCD		MoF	
JAN 04 2006			
Cow			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: January 3, 2006

FROM: Linda Burgoyne
Administrative Assistant

FILE:

SUBJECT: Technical Exchange Mission - RDN Partnership with Sunyani, Ghana

PURPOSE:

To provide an update to the Board of Directors regarding the next phase of the RDN partnership project with the Sunyani Municipal Assembly.

BACKGROUND:

Since 1987, through the financial support of the Canadian International Development Agency (CIDA), the Federation of Canadian Municipalities (FCM) has supported initiatives to strengthen local government in many countries, including Africa, through municipal partnerships. In 2004 the Regional District of Nanaimo Board of Directors approved a partnership between the Regional District of Nanaimo and the Sunyani Municipal Assembly in Ghana, Africa, to plan and manage a two year project.

In February 2005 the RDN Chairperson and two staff travelled to Sunyani on the assessment mission to establish the partnership agreement. In June 2005 a delegation from Sunyani visited the RDN and worked with staff to establish a project proposal for a solid waste management plan.

FINANCIAL IMPLICATIONS:

FCM receives financial support from the Canadian International Development Agency. These funds provide for all travel and related costs for partners from both countries. The RDN is committed to supporting this partnership through the in-kind contribution of staff time, knowledge and skills. Some expenses will be involved when hosting missions, i.e. receptions, entertainment and activity costs.

INTERGOVERNMENTAL IMPLICATIONS:


The Malaspina University College and the District 69 School District have indicated their interest in the possibility of developing further relationships with their counterparts in Sunyani, Ghana.

SUMMARY/CONCLUSIONS:

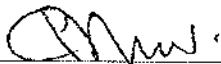
The next mission will be during the first two weeks of February when RDN staff Carey McIver, Bob Lapham and Dennis Trudeau will travel to Sunyani. During the mission they will provide assistance and technical support to Assembly members and staff in the production of a solid waste management plan. The mission will also include their expertise in several training exercises with Assembly members and staff.

RECOMMENDATION:

That the Board receive the update regarding the partnership project between the RDN and the Sunyani Municipal Assembly.



Report Writer



C.A.O. Concurrence

COMMENTS:



OF NANAIMO			
CHAIR		GM Cms	
CAO	<i>CAO</i>	GM ES	
DA CCD		MoF	
DEC 12 2005			
<i>CAO ✓</i>			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: December 7, 2005

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Amendment to Banking/Investing Signing Authorities

PURPOSE:

To authorize the Chief Administrative Officer as a signatory for banking and other financial instruments.

BACKGROUND:

Signing authorities for financial instruments issued by the Regional District (cheques, short term borrowing, investments and lease financing with the Municipal Finance Authority, bank loans and external investments) include the:

Chairperson
Deputy Chairperson
Chief Administrative Officer
Deputy Administrator
Manager, Financial Services
Deputy Treasurer

While the position of Chief Administrative Officer is identified as a signing authority, the person named as the Chief Administrative Officer has changed. A resolution is required to identify the Chief Administrative Officer by name for these purposes.

ALTERNATIVES:

1. Approve the resolution as presented below.
2. Make an alternative recommendation

FINANCIAL IMPLICATIONS:


There are no financial implications.

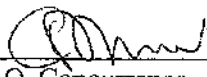
SUMMARY/CONCLUSIONS:

The Regional District (and Regional Hospital District) signing officers for financial instruments need to be updated as a result of the appointment of a new Chief Administrative Officer. This resolution will identify Ms. Mason as the person now holding the position of Chief Administrative Officer.

RECOMMENDATION:

1. That Carol Mason, Chief Administrative Officer, be added as a signing authority for all financial instruments as outlined in agreements with the Royal Bank of Canada, the Municipal Finance Authority and Canaccord Capital and that this authorization apply equally to the Regional District of Nanaimo and the Nanaimo Regional Hospital District.


Report Writer


C.A.O. Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO		
CHAIR	GM Cms	
CAO	GM ES	
DA CCD	MOF	
JAN 04 2006		
COW		

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: December 29, 2005

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Bylaw Amendments – Redefinition of Electoral Area Boundaries for Electoral Areas C and D

PURPOSE:

To introduce for first three readings bylaw amendments necessitated by the redefinition of the boundaries of Electoral Areas 'C' and 'D'. The bylaws are as follows:

- ♦ Regional District of Nanaimo Building Inspection Service Amendment Bylaw No. 787.04, 2006 (a portion of Electoral Area 'C' and all of Electoral Area 'D')
- ♦ Regional District of Nanaimo Building Regulations and Fees Amendment Bylaw No. 1000.04, 2006 (a portion of Electoral Area 'C' and all of Electoral Area 'D')
- ♦ Wellington Fire and Streetlighting Local Service Area Participating Area Amendment Bylaw No. 992.03, 2006 (Electoral Area 'D' only)
- ♦ Regional District of Nanaimo Pump and Haul Local Service Area (Participating Areas) Amendment Bylaw No. 975.41 (Electoral Area 'D' only)
- ♦ Regional District of Nanaimo Electoral Area 'C' Noise Control Service Amendment Bylaw No. 1102.01, 2006 (to repeal Electoral Area 'D' and amalgamate the service)
- ♦ Southern Community Transit Service Area Participating Area Amendment Bylaw No. 1230.04, 2006 (Electoral Area 'D' only)
- ♦ Southern Community Sewer Service Participating Area Amendment Bylaw No. 888.04, 2006 (Electoral Area 'D' only)
- ♦ Electoral Area 'C' (defined Area 'C') Community Parks Local Service Amendment Bylaw No. 801.05, 2006 (to keep separate the service for Electoral Area 'C')
- ♦ Electoral Area 'C' (defined Area 'D') Community Parks Local Service Amendment Bylaw No. 802.03, 2006 (to keep separate the service for Electoral Area 'D')
- ♦ Electoral Area 'C' (defined Area 'C') Port Theatre Contribution Service Boundary Amendment Bylaw No. 1320.01, 2006 (to keep separate the service for Electoral Area 'C')
- ♦ Electoral Area 'C' (defined Area 'D') Port Theatre Contribution Service Area Amendment Bylaw No. 1448.01, 2006 (to keep separate the service for Electoral Area 'D')

BACKGROUND:

As a consequence of the incorporation of the District of Lantzville, the Province has redefined the boundaries of Electoral Area 'D' by including it within the boundaries of Electoral Area 'C' and creating a larger, single Electoral Area 'C'. Bylaw amendments are required to change the participant name and boundaries, particularly where only a portion of the redefined Electoral Area is affected by the bylaw. An example of this occurs in the Southern Community Transit Service, where only Electoral Area 'D' participated – the bylaw renames the participant as a “defined portion of Electoral Area C”.

The supplementary letters patent issued by the Province also permitted services to be maintained separately if desired. Examples of this include the Community Parks and Port Theatre Contribution services. In each of those cases both Electoral Area 'C' and Electoral Area 'D' have separately funded services and these will continue in their current form.

ALTERNATIVES:

1. Give the bylaws three readings and forward them to the Ministry of Community Services for approval.
2. Amend one or more of the bylaws and submit them as amended.

FINANCIAL IMPLICATIONS:

The financial consequences have been reported on in earlier reports and there are no new financial implications arising at this time. However, there is considerable urgency that the bylaws be sent to the Province so that the B C Assessment Authority will have time to “code” the properties for 2006 property taxation purposes.

SUMMARY/CONCLUSIONS:

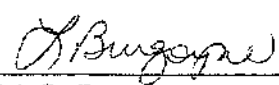
Several bylaws are introduced with this report as a follow up to the redefinition of the boundaries of Electoral Areas 'C' and 'D'. The bylaws recognize separate portions of the redefined Area 'C', so that services provided to Area 'C' and not to Area 'D' (and vice versa) will continue to be taxed as if the redefinition had not taken place. The Ministry of Community Services has requested that the bylaws receive first three readings at this earliest meeting in the New Year, so as to provide enough time to process the changes through to the BC Assessment Authority.

RECOMMENDATIONS:

1. That “Regional District of Nanaimo Building Inspection Service Amendment Bylaw No. 787.04, 2006” be introduced for first three readings and be forwarded to the Ministry of Community Services.
2. That “Wellington Fire and Streetlighting Local Service Area Participating Area Amendment Bylaw No. 992.03, 2006” be introduced for first three readings and be forwarded to the Ministry of Community Services.
3. That “Regional District of Nanaimo Pump and Haul Local Service Area (Participating Areas) Amendment Bylaw No. 975.41, 2006” be introduced for first three readings and be forwarded to the Ministry of Community Services.

4. That "Regional District of Nanaimo Electoral Area 'C' Noise Control Service Amendment Bylaw No. 1102.01, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
5. That "Southern Community Transit Service Area Participating Area Amendment Bylaw No. 1230.04, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
6. That "Southern Community Sewer Service Participating Area Amendment Bylaw No. 888.04, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
7. That "Electoral Area 'C' (defined Area 'C') Community Parks Local Service Amendment Bylaw No. 801.05, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
8. That "Electoral Area 'C' (defined Area 'D') Community Parks Local Service Amendment Bylaw No. 802.03, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
9. That "Electoral Area 'C' (defined Area 'C') Port Theatre Contribution Service Boundary Amendment Bylaw No. 1320.01, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
10. That "Electoral Area 'C' (defined Area 'D') Port Theatre Contribution Service Area Amendment Bylaw No. 1448.01, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services.
11. That "Regional District of Nanaimo Building Regulations and Fees Amendment Bylaw No. 1000.04, 2006" be introduced for first three readings.
12. That "Regional District of Nanaimo Building Regulations and Fees Amendment Bylaw No. 1000.04, 2006" having received three readings be adopted.


Report Writer


for: C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 787.04

A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
BUILDING INSPECTION EXTENDED SERVICE
ESTABLISHMENT BYLAW NO. 787

WHEREAS the Board has enacted "Regional District of Nanaimo Building Inspection Extended Service Establishment Bylaw No. 787, 1989";

AND WHEREAS Electoral Areas 'C' and 'D' were redefined into a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to Letters Patent issued April 3, 2003, a service for which Electoral Area 'D', as it existed prior to the redefinition of electoral area boundaries, is an electoral participating area and for which all or a portion of Electoral Area 'C', as it existed immediately prior to the redefinition of electoral area boundaries, was also an electoral participating area, continues with the electoral participating area defined as that portion of the newly redefined Electoral Area 'C';

AND WHEREAS the service of Building Inspection existed within a portion of Electoral Area 'C' and included all of Electoral Area 'D' before the redefinition of electoral area boundaries and the Board wishes that the service shall continue;

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

1. "Regional District of Nanaimo Building Inspection Extended Service Establishment Bylaw No. 787" is amended as follows:

Deleting Section 2 and replacing it with the following:

2. **Service Area.**

Electoral Areas 'A', 'B', 'C', 'E' and 'G' include participating areas for this service.

The service shall consist of those parts of Electoral Areas 'A', 'B', 'C' and 'E' as outlined on Schedules 'A', 'B', 'C' and 'D' which are attached hereto and form part of this bylaw.

2. Bylaws No. 787.01, 787.02 and 787.03 are hereby repealed.

3. This bylaw may be cited as "Regional District of Nanaimo Building Inspection Service Amendment Bylaw No. 787.04, 2006".

Introduced and read three times this 24th day of January, 2006.

Received approval from the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 992.03

**A BYLAW TO AMEND THE PARTICIPANTS IN THE
WELLINGTON FIRE AND STREETLIGHTING
LOCAL SERVICE AREA**

WHEREAS the Wellington Fire and Streetlighting Local Service Area was established by Bylaw No. 992, 1995;

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' are redefined as a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service for which Electoral Area 'D', as it existed prior to the redefinition of electoral area boundaries, is an electoral participating area and for which Electoral Area 'C', as it existed immediately prior to the redefinition of electoral area boundaries, was not an electoral participating area, continues with the electoral participating area defined as that portion of the newly redefined Electoral Area 'C' within the area of the former Electoral Area 'D';

AND WHEREAS the service of Wellington Fire and Streetlighting existed within a portion of Electoral Area 'D' before the redefinition of electoral area boundaries and the Board wishes that the service shall continue;

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

1. "Wellington Fire and Streetlighting Local Service Area Establishing Bylaw No. 992 is amended as follows:

Section 5 is deleted and the following is substituted therefore:

"5. The participant in the local service is a defined portion of Electoral Area 'C' (defined Area 'D')".

2. Section 4 is deleted and the following is substituted therefore:

"4. The boundaries of the "Wellington Fire and Streetlighting Local Service Area" are shown in heavy black outline on Schedule 'B' attached to this bylaw.

3. This bylaw may be cited as "Wellington Fire and Streetlighting Local Service Area Participating Area Amendment Bylaw No. 992.03, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 975.41

**A BYLAW TO AMEND THE PARTICIPATING AREAS
IN THE REGIONAL DISTRICT OF NANAIMO
PUMP AND HAUL LOCAL SERVICE AREA
ESTABLISHMENT BYLAW NO. 975**

WHEREAS Regional District of Nanaimo Pump and Haul Local Service Area Establishment Bylaw No. 975, as amended, established the pump and haul local service area;

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' were redefined effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, where the former Electoral Area 'D' participates in a service and the former Electoral Area 'C' does not participate in the service, that portion of Electoral Area 'C' which is the former Electoral Area 'D' shall continue to participate in the service as a defined area;

AND WHEREAS prior to the redefinition of electoral area boundaries, Electoral Area 'D' was a participant in the service and the Board wishes the service to continue;

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

1. "Regional District of Nanaimo Pump and Haul Local Service Area Establishment Bylaw No. 975" is hereby amended as follows:

Section 3 is deleted and replaced with the following:

"3. A defined portion of Electoral Area 'C', Electoral Areas 'B', 'E', 'F', 'G', 'H', the District of Lantzville and the City of Nanaimo shall be the participating areas for this local service."

2. Schedule 'A' of Bylaw No. 975.40 is hereby repealed and replaced with Schedule 'A' attached hereto and forming part of this bylaw
3. This bylaw may be cited for all purposes as "Regional District of Nanaimo Pump and Haul Local Service Area (Participating Areas) Amendment Bylaw No. 975.41, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY

ADMINISTRATOR

Chairperson

Deputy Administrator

BYLAW NO. 975.41

SCHEDULE 'A'

Electoral Area 'B'

1. Lot 108, Section 31, Plan 17658, Nanaimo Land District.
2. Lot 6, Section 18, Plan 17698, Nanaimo Land District.
3. Lot 73, Section 31, Plan 17658, Nanaimo Land District.
4. Lot 24, Section 5, Plan 19972, Nanaimo Land District.
5. Lot 26, Section 12, Plan 23619, Nanaimo Land District.
6. Lot 185, Section 31, Plan 17658, Nanaimo Land District.
7. Lot 177, Section 31, Plan 17658, Nanaimo Land District.
8. Lot 120, Section 31, Plan 17658, Nanaimo Land District.
9. Lot 7, Section 18, Plan 17698, Nanaimo Land District.
10. Lot 108, Section 12, Plan 23435, Nanaimo Land District.
11. Lot 75, Section 13, Plan 21531, Nanaimo Land District.
12. Lot 85, Section 18, Plan 21586, Nanaimo Land District.

Defined Portion of Electoral Area ‘C’

Electoral Area ‘E’

1. Lot 69, District Lot 68, Plan 30341, Nanoose Land District.
2. Lot 1, District Lot 72, Plan 17681, Nanoose Land District.
3. Lot 17, District Lot 78, Plan 14212, Nanoose Land District.
4. Lot 32, District Lot 68, Plan 26680, Nanoose Land District.
5. Lot 13, Block E, District Lot 38, Plan 13054, Nanoose Land District.
6. Lot 5, District Lot 78, Plan 25366, Nanoose Land District.
7. Lot 24, District Lot 68, Plan 30341, Nanoose Land District.
8. Lot 13, District Lot 78, Plan 25828, Nanoose Land District.
9. Lot 58, District Lot 78, Plan 14275, Nanoose Land District.
10. Lot 28, District Lot 78, Plan 15983, Nanoose Land District.
11. Lot 23, District Lot 78, Plan 14212, Nanoose Land District.
12. Lot 23, District Lot 78, Plan 28595, Nanoose Land District.
13. Lot 53, District Lot 78, Plan 14275, Nanoose Land District.
14. Lot 12, District Lot 8, Plan 20762, Nanoose Land District.

Electoral Area ‘F’

1. Lot 22, District Lot 74, Plan 29012, Cameron Land District.
2. Lot 2, District Lot 74, Plan 36425, Cameron Land District.
3. Lot A, Salvation Army Lots, Plan 1115, Except part in Plan 734 RW, Nanoose Land District.
4. Strata Lot 179, Block 526, Strata Plan VIS4673, Cameron Land District.
5. Strata Lot 180, Block 526, Strata Plan VIS4673, Cameron Land District.
6. Strata Lot 181, Block 526, Strata Plan VIS4673, Cameron Land District.
7. Strata Lot 182, Block 526, Strata Plan VIS4673, Cameron Land District.
8. Strata Lot 183, Block 526, Strata Plan VIS4673, Cameron Land District.

Electoral Area ‘G’

1. Lot 28, District Lot 28, Plan 26472, Nanoose Land District.
2. Lot 1, District Lot 80, Plan 49865, Newcastle Land District.

Electoral Area ‘H’

1. Lot 22, District Lot 16, Plan 13312, Newcastle Land District.
2. Lot 29, District Lot 81, Plan 27238, Newcastle Land District.
3. Lot 46, District Lot 81, Plan 27238, Newcastle Land District.
4. Lot 9, District Lot 28, Plan 24584, Newcastle Land District.
5. Lot 41, District Lot 81, Plan 27238, Newcastle Land District.
6. Lot 20, District Lot 16, Plan 13312, Newcastle Land District.
7. Lot 2, District Lot 9, Plan 21610, Newcastle Land District.
8. District Lot 2001, Nanaimo Land District.
9. Lot 1, District Lot 40, Plan 16121, Newcastle District

City of Nanaimo

1. Lot 43, Section 8, Plan 24916, Wellington Land District.

District of Lantzville

1. Lot 24, District Lot 44, Plan 27557, Wellington Land District.
2. Lot A, District Lot 27G, Plan 29942, Wellington Land District.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1102.01

**A BYLAW TO AMEND THE NOISE CONTROL
SERVICE IN ELECTORAL AREA 'C'**

WHEREAS the Regional District of Nanaimo did by its Bylaw No.1102, 1998 establish a service to regulate noise within Electoral Area 'C';

AND WHEREAS the Regional District of Nanaimo did by its Bylaw No. 1264 establish a service to regulate noise within Electoral Area 'D';

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' were redefined effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003 the Board of the Regional District of Nanaimo may choose to amalgamate services previously provided separately to Electoral Area 'C' and Electoral Area 'D';

AND WHEREAS the consent of the Director for the redefined Electoral Area 'C' has been obtained;

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

1. "Regional District of Nanaimo Electoral Area 'C' Noise Control Service Extended Service Establishment Bylaw No.1102" is amended as follows:
 - (a) The word "extended" is deleted from Sections 1, 2, 3 and 4.
2. "Regional District of Nanaimo Electoral Area 'D' Noise Control Service Establishment Bylaw No. 1264, 2002" is repealed.
3. This bylaw may be cited as "Regional District of Nanaimo Electoral Area 'C' Noise Control Service Amendment Bylaw No. 1102.01, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1230.04

**A BYLAW TO AMEND THE PARTICIPATING AREAS IN
THE SOUTHERN COMMUNITY TRANSIT SERVICE
AREA ESTABLISHMENT BYLAW NO. 1230**

WHEREAS the Regional District of Nanaimo did by its Bylaw No.1230, 2001 establish a service for the purpose of owning and operating a conventional and custom transit service;

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' were redefined effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, where the former Electoral Area 'D' participates in a service and the former Electoral Area 'C' does not participate in the service, that portion of Electoral Area 'C' which is the former Electoral Area 'D' shall continue to participate in the service as a defined area;

AND WHEREAS prior to the redefinition of electoral area boundaries, Electoral Area 'D' was a participant in the service and the Board wishes the service to continue;

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

1. "Regional District of Nanaimo Southern Community Transit Service Area Establishment Bylaw No. 1230, 2001" is amended as follows:

By deleting the wording in Section 2 and replacing it with the following:

"2. The boundaries of the service area are coterminous with the boundaries of the City of Nanaimo, Electoral Area 'A', a defined portion of Electoral Area 'C' (defined Area 'D') and the District of Lantzville."

2. Amending Section 3 by adding after the words "Electoral Areas 'A' and" the words, "a defined portion of Electoral Area 'C' (defined Area 'D')".

3. By adding a new Section 4 and renumbering the remaining sections accordingly:

"4. The boundaries of the participating area known as Electoral Area 'C' (defined Area 'D') are shown outlined on Schedule 'A' attached to and forming a part of this bylaw."

4. This bylaw may be cited as "Southern Community Transit Service Area Participating Area Amendment Bylaw No. 1230.04, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 888.04

**A BYLAW TO AMEND THE PARTICIPANTS
IN THE SOUTHERN COMMUNITY
SEWER LOCAL SERVICE AREA**

WHEREAS the Regional District of Nanaimo did by its Bylaw No.888, 1993 establish the service of waste water management;

AND WHEREAS Electoral Area 'D' is a participant in the service;

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' were redefined effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, where the former Electoral Area 'D' participates in a service and the former Electoral Area 'C' does not participate in the service, that portion of Electoral Area 'C' which is the former Electoral Area 'D' shall continue to participate in the service as a defined area;

AND WHEREAS the Board wishes the service to continue in its present form;

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

1. Regional District of Nanaimo Southern Community Sewer Local Service Conversion Bylaw No. 888, 1993 is amended as follows:

Section 2 is deleted and substituted with the following:

"Boundaries of Service Area

2. The boundaries of the service area are the boundaries of the City of Nanaimo, the District of Lantzville and a defined portion of Electoral Area 'C' (defined Area 'D')
2. By deleting Section 3 and substituting the following:

"Participating Areas

3. The City of Nanaimo, the District of Lantzville and a defined portion of Electoral Area 'C' (defined Area 'D') are participating areas for the service."
3. The boundaries of the participating area known as Electoral Area 'C' (defined 'D') are shown outlined on Schedule 'A' attached to this bylaw.

3. This bylaw may be cited as "Southern Community Sewer Service Participating Area Amendment Bylaw No. 888.04, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 801.05

**A BYLAW TO AMEND ELECTORAL AREA 'C'
COMMUNITY PARKS LOCAL SERVICE
ESTABLISHMENT BYLAW NO. 801**

WHEREAS the Regional District of Nanaimo established by its Bylaw No.801, 1990 a service of Community Parks for Electoral Area 'C';

AND WHEREAS Electoral Areas 'C' and 'D' were redefined into a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service for which Electoral Area 'C', as it existed prior to the redefinition of electoral area boundaries is an electoral participating area and for which Electoral Area 'D', as it existed immediately prior to the redefinition of electoral area boundaries, was not an electoral participating area, continues with the electoral participating area defined as that portion of the newly redefined Electoral Area 'C' within the area of the former Electoral Area 'C';

AND WHEREAS the Board wishes that the service shall continue;

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

1. "Electoral Area 'C' Community Parks Local Service Area Establishment Bylaw No. 801" is amended as follows:

Section 2 is deleted and the following is substituted therefore:

"2. A portion of Electoral Area 'C' (defined Area 'C') is the sole participating area in this service."

2. Adding a new Section 3 and renumbering Sections 3, 4 and 5 as Sections 4, 5 and 6 respectively.

"3. The boundaries of the service are shown outlined on Schedule 'A' attached hereto and forming a part of this bylaw."

3. Section 5 as renumbered is deleted and the following is substituted:

"5. The maximum amount which may be requisitioned for this service is the greater of:

(a) \$18,000; or

(b) the product obtained by multiplying a rate of \$0.38 times the net taxable values for land and improvements in the service area."

4. This bylaw may be cited as "Electoral Area 'C' (defined Area 'C') Community Parks Local Service Amendment Bylaw No. 801.05, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 802.03

**A BYLAW TO AMEND ELECTORAL AREA 'D'
COMMUNITY PARKS LOCAL SERVICE
ESTABLISHMENT BYLAW NO. 802**

WHEREAS the Regional District of Nanaimo did by its Bylaw No.802 establish a service of Community Parks for Electoral Area 'D';

AND WHEREAS the boundaries of Electoral Areas 'C' and 'D' are redefined as a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service for which Electoral Area 'D', as it existed prior to the redefinition of electoral area boundaries, is an electoral participating area and for which Electoral Area 'C', as it existed immediately prior to the redefinition of electoral area boundaries, was not an electoral participating area, continues with the electoral participating area defined as that portion of the redefined Electoral Area 'C' within the area of the former Electoral Area 'D';

AND WHEREAS the service of Community Parks for Electoral Area 'D' existed before the redefinition of electoral area boundaries and the Board wishes that the service shall continue;

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

1. "Electoral Area 'D' Community Parks Local Service Establishing Bylaw No. 802" is amended as follows:

Section 2 is deleted and the following is substituted therefore:

"2. A portion of Electoral Area 'C', hereafter to be known as Electoral Area 'C' (defined Area 'D') is the sole participating area in this service."

2. Adding a new Section 3 and renumbering Sections 3, 4 and 5 as Sections 4, 5 and 6 respectively.

"3. The boundaries of the service are shown outlined on Schedule 'A' attached hereto and forming a part of this bylaw."

3. Section 5 as renumbered is deleted and the following is substituted:

"5. The maximum amount which may be requisitioned for this service is the greater of:

(a) \$25,000; or

(b) the product obtained by multiplying a rate of \$1.60 times the net taxable values for land and improvements in the service area."

4. This bylaw may be cited as "Electoral Area 'C' (defined Area 'D') Community Parks Local Service Amendment Bylaw No. 802.03, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1320.01

**A BYLAW TO AMEND THE PARTICIPATING AREA
OF THE ELECTORAL AREA C PORT THEATRE
CONTRIBUTION SERVICE AREA**

WHEREAS the Regional District of Nanaimo did by its Bylaw No.1320, 2002 establish a service to provide and operate a cultural centre for pleasure, recreation and other community use by the residents of Electoral Area 'C';

AND WHEREAS Electoral Areas 'C' and 'D' were redefined into a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service in which Electoral Area 'C', as it existed prior to the redefinition of electoral area boundaries is an electoral participating area and for which Electoral Area 'D', as it existed immediately prior to the redefinition of electoral area boundaries, was not an electoral participating area, continues with the electoral participating area defined as that portion of the redefined Electoral Area 'C' within the area of the former Electoral Area 'C';

AND WHEREAS the Board wishes that the service shall continue;

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

1. "Electoral Area 'C' Port Theatre Contribution Local Service Area Bylaw No. 1320 is amended as follows:

Section 1 is amended by replacing the words "residents of Electoral Area 'C'" with the words "residents of a defined portion of Electoral Area 'C'".

2. Section 3 is deleted and the following is substituted therefore:

"3. The boundaries of the service area shall be as outlined on Schedule 'A' attached to and forming a part of this bylaw."

3. Section 4 is deleted and the following is substituted therefore:

"4. A defined portion of Electoral Area 'C' (defined Area 'C') is the participating area for the service."

4. This bylaw may be cited for all purposes as the "Electoral Area 'C' (defined Area 'C') Port Theatre Contribution Service Boundary Amendment Bylaw No. 1320.01, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1448.01

**A BYLAW TO AMEND THE PARTICIPATING
AREA IN THE ELECTORAL AREA D PORT
THEATRE CONTRIBUTION SERVICE**

WHEREAS "Electoral Area 'D' Port Theatre Contribution Local Service Area Bylaw No. 1448, 2005" was approved by the electors on November 19, 2005;

AND WHEREAS Electoral Areas 'C' and 'D' were redefined into a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service for which Electoral Area 'D', as it existed prior to the redefinition of electoral area boundaries is an electoral participating area and for which Electoral Area 'C', as it existed immediately prior to the redefinition of electoral area boundaries, was not an electoral participating area, continues with the electoral participating area defined as that portion of the redefined Electoral Area 'C' within the area of the former Electoral Area 'D';

AND WHEREAS the Board wishes that the existing service shall continue;

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

1. "Electoral Area 'D' Port Theatre Contribution Local Service Area Bylaw No.1448, 2005" is amended as follows:

The boundaries of the service area shall be amended to exclude the properties outlined on Schedule 'B' attached to and forming a part of this bylaw.

2. Section 3 of Bylaw 1448 is deleted and the following is substituted:

"3. The boundaries of the service area are as outlined on Schedule 'A' attached to and forming part of this bylaw."

3. Section 4 of Bylaw 1448 is hereby repealed and the following is substituted:

"4. A defined portion of Electoral Area 'C' (defined Area 'D') is the participating area for the service."

4. This bylaw may be cited for all purposes as "Electoral Area 'C' (defined Area 'D') Port Theatre Contribution Service Area Amendment Bylaw No. 1448.01, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1000.04

**A BYLAW TO AMEND THE PARTICIPATING AREAS
FOR THE ADMINISTRATION OF THE BUILDING CODE**

WHEREAS the Regional District of Nanaimo established a service of Building Inspection by its Bylaw No.787;

AND WHEREAS the Regional District of Nanaimo has by its Bylaw No. 1000 established regulations and fees for providing the service of building inspection and defined those areas within the Regional District which will cover the costs of building inspection services;

AND WHEREAS Electoral Areas 'C' and 'D' are participants in the service established under Bylaw 787 and a portion of Electoral Area 'C' and all of Electoral Area 'D' are defined as participating areas under Bylaw 1000;

AND WHEREAS Electoral Areas 'C' and 'D' were redefined into a single Electoral Area 'C' effective the date in 2005 on which the Director for the redefined Electoral Area 'C' took office;

AND WHEREAS pursuant to the Letters Patent issued April 3, 2003, a service in which Electoral Area 'C' and Electoral Area 'D', as they existed prior to the redefinition of electoral area boundaries were participating areas , continues with the electoral participating area defined as Electoral Area 'C';

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

1. "Regional District of Nanaimo Building Regulation and Fees Bylaw No. 1000 is amended as follows:

Section 2 is deleted and the following is substituted therefore:

- "2. This bylaw applies to defined portions of Electoral Areas 'A', 'B', 'C' and 'E' as outlined on the Schedules attached to this bylaw as well as to Electoral Area 'G'."

2. This bylaw may be cited as "Regional District of Nanaimo Building Regulations and Fees Amendment Bylaw No. 1000.04, 2006".

Introduced and given first three readings this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR



**REGIONAL
DISTRICT
OF NANAIMO**

REGIONAL DISTRICT OF NANAIMO		
CHAIR	NGM Cms	
CAO	GM ES	
DA CCD	MoF	
JAN 04 2006		
COW ✓		
		DATE:

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

December 29, 2005

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Amendment to the Municipal Participating Area in the City of Parksville – Northern Community Sewer Service

PURPOSE:

To introduce for three readings and adoption “Municipal Benefiting Area (Parksville) Amendment Bylaw No. 890.03, 2006”.

BACKGROUND:

This is a bylaw amendment related to the Northern Community Sewer Service, which includes as participants the municipalities of Parksville, Qualicum Beach and Electoral Areas E, F, G and H. A municipal participant may define a “benefiting area” within its boundaries so as to include those properties in the operating cost sharing formula for wastewater treatment. Once defined, the benefiting area is adopted by a Regional District bylaw. The City of Parksville recently reviewed its benefiting area and has advised staff of changes resulting from some properties now having connections to the sewer system. The benefiting area is defined as all properties within the City of Parksville except those listed on the schedule to Bylaw No. 890.03.

ALTERNATIVES:

1. Approve the bylaw as presented.
2. Make no changes to the current benefiting area boundaries in the City of Parksville.

FINANCIAL IMPLICATIONS:

These changes will ensure that properties with a connection through the City of Parksville’s sewer collector system to the Regional District’s wastewater treatment plant, participate equally with other connected properties in the cost of wastewater treatment. There is no financial impact in terms of establishing the annual budget or in the application of the cost sharing formula among the participants.

SUMMARY/CONCLUSIONS:

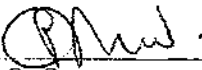
The City of Parksville has advised staff of changes to its municipal benefiting area resulting from properties which have now been connected to its sewer collector system. The Regional District adopts by bylaw the definition of a municipal benefiting area, thereby establishing for the municipality which properties will cost share in the annual budget of the French Creek wastewater treatment plant. This bylaw amendment only affects properties within the City of Parksville and does not otherwise affect the annual operating budget or cost sharing formula contained within the establishing bylaw.

RECOMMENDATION:

1. That “Municipal Benefiting Area (Parksville) Amendment Bylaw No. 890.03, 2006” be introduced for first three readings.
2. That “Municipal Benefiting Area (Parksville) Amendment Bylaw No. 890.03, 2006” having received three readings be adopted.



Report Writer



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 890.03

**A BYLAW TO AMEND THE MUNICIPAL
BENEFITING AREAS FOR SEWAGE COLLECTION
AND TREATMENT PURPOSES**

WHEREAS Bylaw No. 889 created a local service area for the purpose of the collection, conveyance, treatment and disposal of sewage in the northern community area;

AND WHEREAS Bylaw No. 890 defines the benefiting area within the participating municipalities in the northern community area;

AND WHEREAS the Board, with the consent of the Council of the City of Parksville, wishes to amend the boundaries of the benefiting area within the City of Parksville;

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

1. Schedule 'B' of Bylaw No. 890 is hereby repealed.
2. Bylaw No. 890.03 is hereby repealed.
3. The benefiting area within the City of Parksville shall be comprised of all those properties within the boundaries of the City of Parksville except those properties listed on Schedule 'B' attached hereto and forming part of this bylaw.
4. This bylaw may be cited as "Municipal Benefiting Area (Parksville) Amendment Bylaw No. 890.03, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the consent of the City of Parksville this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

City of Parksville
Waste Water Exempt Properties
Schedule 'B'

District Lot	Lot	Block	Plan
3	3		19395
3	7		6031
3	8		6031
3	1		6841
3 & 42	1		12664
3	A		12458
3	4		7455
3	5		7455
3	2		19661
3	1		19661
3	A		11007
4	S/18		6523
3	15		7127
3	26		7127
3	2		6841
3 & 42	1		14815
29	1		23275
29	2		23275

District Lot	Lot	Block	Plan
29	12		1993
29	13		1993
29	14		1993
70	2		38619
42	1		34439
74	1		21355
74	1		13659
87	A		44686
74	P/5		2467
97	1	725	32758
97	2		11944
97	2	725	27692
97	1		11944
97	1		31193
97	A		28016
97			854R
128	1		23699
128	A		32325
128	2		23699
128	1		2518
	2	564	33339
	3	564	33339
	4	564	33339
	5	564	33339
	6	564	33339
	7	564	33339
	10	564	33339
	11	564	33339
	12	564	33339
	A	564	VIP62109

District Lot	Lot	Block	Plan
	1	564	22048
Remainder DL 40			Chattel Rd./Bypass
	1	564	49409
	1	564	21736
22	5		VIP60816
40	7		VIP60816
123	A		VIP57926
123	1-2		4091
123	A		VIP58761
123	B		VIP58761
123	P/4		4091
42	1		34430
42	2		34430
42	3		34430
42			West 1/2
16			Remainder
3	B		22194



REGIONAL DISTRICT OF NANAIMO			
CHAIR	GM Cms		
CAO	GM ES		
DA CCD	MoF		
JAN 04 2006			
CW			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: January 3, 2006

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Year 2006 Parcel Tax Rolls

PURPOSE:

To introduce for three readings and adoption "Regional District of Nanaimo Year 2006 Assessment Roll Preparation Bylaw No. 1478, 2006".

BACKGROUND:

Section 806.1(2) of the *Local Government Act* requires a bylaw to be adopted to provide for the preparation of assessment rolls for the purpose of levying parcel taxes. "Regional District of Nanaimo Year 2006 Assessment Roll Preparation Bylaw No. 1478, 2006" introduced with this report identifies twenty two services for which parcel taxes form a part of the annual revenues.

In 2006 a Regional Parks parcel tax will be imposed for the first time on all properties in the Electoral Areas. When a parcel tax is to be imposed for the first time, a parcel tax review panel must be arranged to consider any concerns respecting the parcel tax roll (ie. corrections to an owner's name and address, whether a parcel is correctly included or excluded in the service or whether an exemption has been properly or improperly allowed). For the most part corrections involve updating owner's names and addresses due to recent property sales and these may be done by direct communication with staff. The review panel consists of 3 people, which may be any combination of staff and Board members. Staff recommend that the review panel meet on Wednesday, February 22nd commencing at 7:00 pm at a location yet to be determined.

The attached Notice regarding the parcel tax roll review timelines will be advertised once weekly, commencing the third week of January, will be published on our web site and will be posted at all of our public locations. The Surveyor of Taxes office controls the time the roll is received by our offices and therefore the dates outlined in this report may be amended slightly to ensure sufficient notice to property owners. Staff will communicate any changes in dates to the panel members directly.

ALTERNATIVES:

There are no alternatives to this process.

FINANCIAL IMPLICATIONS:

Advertising and mailing costs are provided in the 2006 budget for this purpose.


SUMMARY/CONCLUSIONS:

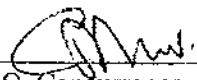
For properties which are assessed parcel taxes, the *Local Government Act* prescribes two actions which must be taken annually by a local government. The first requirement is a bylaw authorizing the preparation of rolls for applying parcel taxes. Bylaw No. 1478, 2006 is presented for approval and adoption for that purpose.

Secondly, a notice must be published advising property owners within the service areas that the rolls may be reviewed and that they may provide amendment information in accordance with the *Act*. In 2006 a parcel tax review panel will also be struck to consider amendments to the roll related to the new Regional Parks parcel tax. The attached Notice will be used to comply with the notification requirements of the *Act*.

RECOMMENDATION:

1. That "Regional District of Nanaimo Year 2006 Assessment Roll Preparation Bylaw No. 1478, 2006", be introduced for first three readings.
2. That "Regional District of Nanaimo Year 2006 Assessment Roll Preparation Bylaw No. 1478, 2006", having received three readings be adopted.
3. That the Board appoint the Chairperson, the Manager of Financial Services and the Manager of Administrative Services to preside as the parcel tax review panel.


Report Writer


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1478

A BYLAW TO PROVIDE FOR THE PREPARATION OF PARCEL TAX ROLLS FOR THE YEAR 2006

WHEREAS the Board of the Regional District of Nanaimo shall, pursuant to Section 806.1(2)(a) of the *Local Government Act*, provide by bylaw for the preparation of an assessment roll for the purpose of imposing a parcel tax under Section 806.1(2);

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

1. Assessment rolls for the purpose of levying a parcel tax for the Year 2006 are to be prepared for the following services:

Arbutus Park Estates Water Local Service Area	Establishing Bylaw No. 930, 1994
Barclay Crescent Sewer	Establishing Bylaw No. 1391, 2005
Decourcey Water Local Service Area	Establishing Bylaw No. 1096, 1998
Driftwood Water Supply Service Area	Establishing Bylaw No. 1255, 2001
Englishman River Community Water Service	Establishing Bylaw No. 1354, 2003
Fairwinds Sewerage Facilities Local Service Area	Conversion Bylaw No. 947, 1994
Fairwinds Water Supply Specified Area	Establishing Bylaw No. 753, 1988
French Creek Sewerage Facilities Local Service Area	Establishing Bylaw No. 813, 1990
French Creek Bulk Water Supply Local Service Area	Establishing Bylaw No. 1050, 1996
French Creek Water Local Service Area	Conversion Bylaw No. 874, 1992
Madrona Point Water Local Service Area	Conversion Bylaw No. 788, 1989
Morningstar Water Local Service Area	Establishing Bylaw No. 1125, 1998
Melrose Terrace Community Water Service	Establishing Bylaw No. 1398, 2006
Nanoose Bay Bulk Water Supply Local Service Area	Establishing Bylaw No. 1049, 1996
Nanoose Water Supply Specified Area	Establishing Bylaw No. 482, 1980
Pacific Shores Sewer Local Service Area	Establishing Bylaw No. 1021, 1996
Regional Parks	Establishing Bylaw No. 1231, 2001
San Pareil Water Local Service Area	Establishing Bylaw No. 1170, 1999
Surfside Sewer Local Service Area	Establishing Bylaw No. 1124, 1998
Surfside Properties Water Supply Specified Area	Establishing Bylaw No. 694, 1985
West Bay Estates Water Local Service Area	Establishing Bylaw No. 929, 1994
2. The bylaws referred to in (1) above include any subsequent amendments.
3. Parcel taxes for all services in this bylaw, excluding Regional Parks shall be levied on the basis of a single amount for each parcel of land taxable in the jurisdiction.

4. Parcel taxes for Regional Parks shall be levied on the basis of a single amount for each parcel, which shall be defined as any identifiable folio in the BC Assessment database taxable within the jurisdiction.
5. This bylaw may be cited as "Regional District of Nanaimo Year 2006 Assessment Roll Preparation Bylaw No. 1478, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR



NOTICE
2006 Parcel Tax Assessment Rolls

FOR PROPERTY OWNERS WITHIN THE FOLLOWING SERVICE AREAS:

REGIONAL PARKS	Electoral Areas A,B,C D, E ,F, G and H	
WATER SERVICE AREAS	Arbutus Park Estates Decourcey (Pylades Drive – Cedar) Driftwood Englishman River Fairwinds French Creek (Sandpiper) Madrona Point	Melrose Terrace Morningstar Nanoose Bay Nanoose Bay Peninsula San Pareil Wall Beach West Bay Estates
SEWER SERVICE AREAS	Fairwinds Pacific Shores Barclay Crescent	French Creek Surfside
BULK WATER SERVICE AREAS	French Creek	Nanoose Bay

Assessment rolls for the purpose of levying Year 2006 parcel taxes are being prepared and will be authenticated on or about March 6, 2006. The purpose of the assessment roll review is to ensure that information is correct for billing property taxes for 2006. A property owner's correct name and address is critical information for billing property taxes.

Property owners may request an amendment to the roll only in respect to their own property and only for the following reasons:

- (1) there is an error or omission respecting a name or address on the assessment roll (i.e. an owners' name is missing)
- (2) there is an error or omission respecting the inclusion of a parcel
- (3) an exemption has been improperly allowed or disallowed

Assessment rolls may be inspected at the Regional District of Nanaimo Administrative Office, 6300 Hammond Bay Road, Nanaimo, BC Monday through Friday between the hours of 8:30 am and 4:30 pm, commencing February 13, 2006.

Requests for amendments to the roll will be accepted up to Monday, February 27th at 4:30 pm.

By Mail To:	Accounting Supervisor Regional District of Nanaimo 6300 Hammond Bay Rd. Nanaimo, BC V9T 6N2
By Fax To:	Accounting Supervisor Regional District of Nanaimo 250-390-6572
By Telephone To:	Finance Department Regional District of Nanaimo 1-877-607-4111 or 250-390-4111
In Person At:	Regional District of Nanaimo, Administration Building 6300 Hammond Bay Rd. Nanaimo, B.C.
Oceanside Place Wembley Mall, City of Parksville	or: Ravensong Aquatic Center 737 Jones St., Qualicum Beach



REGIONAL DISTRICT OF NANAIMO			
CHAIR		Gm Cms	
CAO	(M)	GM ES	
DA CCD		MoF	
JAN 04 2006			
COW			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: January 4, 2006

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Support for Request of Free Crown Grant for Bow Horn Bay Fire Department

PURPOSE:

To obtain Board authorization to petition the Province for a free crown grant of land for firehall purposes for the Bow Horn Bay Fire Department.

BACKGROUND:

The Regional District on behalf of the Bow Horn Bay Fire Department is signatory to a License of Occupation for a portion of Crown Land in the Spider Lake area. The holding was granted some years ago to allow the fire department to locate a water tank in closer proximity to a number of recreational and permanent homes in the area. The fire department wishes to secure a more permanent tenure covering approximately one acre of land in order to build a second firehall building in the future. The Board's support for the tenure is a part of the application to the Province.

ALTERNATIVES:

1. Support an application for approximately one acre of Crown Land located on a portion of Lot A, Block 360, Plan VIP 54327, for the purposes of constructing a firehall for the Bow Horn Bay Fire Department.
2. Do not support the application at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

The department has not yet committed to a specific timeframe for constructing a firehall, nor has it fully developed a financing strategy, although it is likely that the project would commence within the next ten years. Crown Land and free crown grants are more and more difficult to come by and it would be prudent to secure this option at the earliest moment. The Province will determine whether the grant will be at no cost or have some cost attached to it – at this preliminary stage this cannot be determined.

Alternative 2

The department would have to explore alternative measures to provide effective firefighting response to this developing area – including purchasing land on the private market and/or changing the configuration of its vehicles to provide greater water carrying capacity. Either of these alternatives would involve tens if not hundreds of thousands of new dollars not including the cost to actually construct a firehall building.

SUMMARY/CONCLUSIONS:

The Bow Horn Bay Fire Protection Society has requested support for an application for permanent tenure on land on which they have located a water tank in the Spider Lake area. The Regional District of Nanaimo currently is signatory to a License of Occupation for a part of the land which may or may not affect a further application for a free Crown grant on a slightly expanded area. The intent is to secure a permanent location for a future firehall given the expansion of residential units in the area. Although staff cannot comment on the full financial implications, the initial step is to make application and this requires a Board resolution supporting the initiative.

RECOMMENDATION:

That the Regional District of Nanaimo support the application for a grant of land on a part of Lot A, Block 360, Plan VIP 54327, Alberni District, for firefighting purposes for the Bow Horn Bay Fire Department.


Report Writer


C.A.O. Concurrence

COMMENTS:

220 LIONS WAY,
QUALICUM BAY, BC V9K 2E2
TEL: (250) 757-9433
FAX: (250) 757-9423

**Bow Horn Bay
Volunteer Fire
Department**

Fax

To: Nancy Avery

From: Jennifer Buerge

Secretary/Treasurer

Fax: (250) 390-4163

Pages: 1

Phone: (250) 390-4111

Date: January 1, 2006

Re: Property

CC:

Hi Nancy,

As per your request, please consider this a formal request from the board of the Bow Horn Bay Volunteer Fire Department; that you move forth in trying to secure our water storage site as a permanent site. The boards' opinion is that this site would offer the best location for a future Fire hall to serve properties in that part of our service area.

Sincerely,

Jennifer Buerge

Secretary/Treasurer

BHBVFD



REGIONAL DISTRICT OF NANAIMO		
CHAIR	GM Cms	
CAO	GM ES	
DA CCD	Mo:	
JAN 04 2006		
Cow.		

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: December 29, 2005

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: Renewal of Fire Protection Service Agreement with the Nanoose Bay Fire Protection Society

PURPOSE:

To obtain approval for the renewal of a fire protection services agreement for a further five year term and to permit further renewals of five years unless otherwise terminated.

BACKGROUND:

Fire protection services are provided to certain portions of the Regional District of Nanaimo by way of operating agreements with volunteer fire departments. The agreement with the Nanoose Bay Fire Protection Society expires on February 28, 2006. The department's activities and services have been provided in a satisfactory manner and staff are recommending a renewal of the agreement.

Only one change is proposed to the current agreement. Staff propose that after the initial five year term of the agreement, that the agreement be automatically renewed for three further five year terms. Contract clauses provide for an orderly termination if necessary.

The extension of an agreement beyond five years without elector approval is permissible under the Community Charter in circumstances where the agreement does not contain liabilities of a capital nature. The Regional District beneficially owns all of the assets of the department and must authorize all major capital expenditures and their financing through its approval of the financial plan. The fire services agreements require a fire department to operate and maintain the equipment to standards reasonably expected of similar volunteer fire departments. Accordingly, staff believe that these agreements fall within the authority of the Regional Board for automatic renewals at five year intervals.

ALTERNATIVES:

1. Renew the fire services agreement with the Nanoose Bay Fire Protection Society for a five year term from March 1, 2006 to February 28, 2011 and provide for the agreement to be automatically renewed for further five year terms.
2. Renew the fire services agreement with the Nanoose Bay Fire Protection Society for a five year term from March 1, 2006 to February 28, 2011.

FINANCIAL IMPLICATIONS:

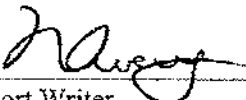
There are no new financial obligations imposed by the agreement.

SUMMARY/CONCLUSIONS:

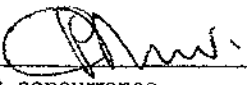
The current operating agreement with the Nanoose Bay Fire Protection Society expires at the end of February 2006. Staff propose renewing the agreement for an initial five year period from March 1, 2006 to February 28, 2011 and that a new clause be added to the agreement which will authorize automatic renewals of further five year terms. The Community Charter permits agreements to extend or be renewed beyond five years without elector approval where the agreement does not incur a liability of a capital nature. As noted above, under our fire protection agreements the Regional District owns and must approve all major capital expenditures and the fire department is responsible for operating and maintaining the equipment to a reasonable standard.

RECOMMENDATION:

That the fire services agreement with the Nanoose Bay Fire Protection Society be renewed for a five year term from March 1, 2006 to February 28, 2011 and that the agreement provide for automatic five year term renewals.



Report Writer



C.A.O. concurrence

COMMENTS:

AGREEMENT

This Agreement made this _____ day of _____, 2006

BETWEEN:

REGIONAL DISTRICT OF NANAIMO
6300 Hammond Bay Road
Nanaimo, B.C.
V9T 6N2

(hereinafter called the "District")

OF THE FIRST PART

AND:

NANOOSE FIRE PROTECTION SOCIETY
2471 Nanoose Rd.
Nanoose Bay, B.C.
V9P 9E6

(hereinafter called the "Society")

OF THE SECOND PART

- A. WHEREAS the District did, by Bylaw No. 991 and subsequent amendments, converted to a local service the Nanoose Fire Protection Specified Area (the "Local Service Area") and did within that Local Service Area authorize the District to undertake and carry out or cause to be carried out and provide for fire protection services and responses to other classes of emergencies in and for the Local Service Area as may be amended from time to time;
- B. AND WHEREAS the District under Section 796(1) of the Local Government Act is empowered to operate any service the Board considers necessary or desirable for all or part of the Regional District
- C. AND WHEREAS Section 176(1)(a) of the Municipal Act provides that the Board may make agreements for the operation of services;
- D. AND WHEREAS the Society was incorporated on the 27th day of February, 1985 and the objects of the Society are to provide fire protection for the Fire Protection District of Nanoose Bay, British Columbia;
- E. AND WHEREAS the Society is authorized to enforce the Fire Services Regulatory Bylaws within the Nanoose Fire Protection Local Service Area;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises, the terms and conditions hereinafter contained (the receipt and sufficiency of which is hereby acknowledged) the parties hereto covenant and agree each with the other as follows:

INTERPRETATION

1. In this Agreement the following terms have the following meanings:

“Services” means the services set out in Schedule ‘A’ to this Agreement.

TERM

2. The term of this Agreement will be for a period of five years commencing on the 1st day of March, 2006 and terminating on the 28th day of February, 2011 unless otherwise terminated as provided in this Agreement.
3. This agreement shall be automatically renewed for a further three, five year terms unless otherwise terminated in accordance with the provisions of this agreement.

CAPITAL ASSETS

4. The parties to this Agreement acknowledge that all firefighting equipment, protective clothing and all other related lands, buildings, furniture and equipment wherever situated within the Local Service Area and utilized by the Society, will remain the property of the District free and clear of any claim by the Society.
5. During the term of this Agreement and subject to the terms of this Agreement, the Society, shall have possession at all times of the firehall, the firefighting equipment, protective clothing and all other related land, buildings, furniture and equipment, wherever situated within the Local Service Area and utilized by the Society for the purpose of providing the Services within and for the Local Service Area, or within and for any other area in accordance with the terms of a mutual aid agreement.
6. The parties acknowledge and agree that all firefighting equipment, protective clothing and all other related lands, buildings, furniture and equipment wherever situated within the Service Area and utilized by the Society for the purposes of providing the Services within the Service Area, or within and for any other area in accordance with the terms of a mutual aid agreement, shall be retained by the Regional District within the boundaries of the Service Area, to be used for the exclusive benefit of property owners within the Service Area. This section shall survive the termination of this Agreement.

SERVICE AREA

7. The Society will, under the terms hereof and subject to any applicable bylaw of the District and any Federal or Provincial enactment, provide the Services in and for the Local Service Area, and for any other area in accordance with the terms of a mutual aid agreement.

COST

8. It is acknowledged, understood and agreed that the cost of providing for establishing and equipping the Society for the purpose of carrying out the Services within and for the Local Service Area shall be borne by the owners of land within the Local Service Area. The Society agrees that it will include in its annual budget funds to provide for the maintenance of fire hydrants located at the intersection of Sanders and Northwest Bay Rd., at 2610 Northwest Bay Rd. and at Claudet Rd. (not to exceed \$150

per hydrant for the term of this agreement) This paragraph shall not be interpreted as impairing the Society's ability to raise money from sources other than the Regional District for the purposes of this Agreement.

BUDGET

9. The Society will prepare, in a form first approved by the Manager, Financial Services of the District, a projected budget for the purpose of providing the Society with the funds to operate, maintain and improve the buildings, equipment and other facilities and chattels utilized by the Society for the purpose of providing and carrying out the Services within and for the Local Service Area by the Society.
10. A budget shall be presented to the Manager, Financial Services of the District on or before the day specified by the Manager, Financial Services as may be necessary to prepare the District's overall budget for the following calendar year.
11. The District will review the budget and may either approve the budget or return the budget for amendment by the Society, which will return the budget as amended to the District for its approval on or before the day specified by the Manager, Financial Services for the purposes of completing the District's overall budget for the calendar year.
12. The budget prepared by the Society shall list all expenditures proposed for the calendar year. Any accumulated surplus or deficit from the prior year as recorded in the Society's records, must be carried forward and be applied to the next year's budget in accordance with accounting rules established for Regional Districts in the Province of British Columbia.
13. The Society will not expend or contract for or otherwise commit the Society to any expenditure in any calendar year except one that has first been approved in a budget by the District as above provided and will not incur any liability in any year beyond the amount of the funds to be paid to the Society by the District as provided for in the Society budget adopted for that year by the Board of the District.
12. The Society shall administer the funds in accordance with the budget approved by the District in its annual budget.

INSURANCE

13. The District as owner, shall insure and keep insured the vehicles, firehall, and any and all chattels and equipment owned by the District and the Society and maintained and utilized by the Society to provide the Services under this Agreement. The cost of providing the insurance will be included in the budget prepared by the Society for the purposes of this Agreement.
14. The District has been advised by its liability insurer, the Municipal Insurance Association that the members of the Society and volunteer firefighters and other persons required under an enactment to provide assistance in an emergency are insured with respect to its policy of insurance, subject to the District's policy deductible and any specific exclusions, while providing the Services under the provisions of a District bylaw or under this Agreement or under the terms of a mutual aid agreement.
15. The District and the Society agree that the cost if any of providing liability insurance whether through the Municipal Insurance Association or otherwise for the Society shall be a cost to the Society and shall be included within the Society's annual budget.

16. The Society may, at its cost, take out and maintain insurance for the personal effects of the volunteer firefighters and Directors and Officers of the Society.
17. The District may request that the Society take out and maintain a policy of liability insurance in an amount specified by the District with respect to activities of the Society that fall outside this Agreement or that are not covered by the Municipal Insurance Association of BC and the Society shall do so promptly and provide the District with a copy of the policy. This paragraph shall not be interpreted as creating a duty on the part of the District to the Society or to any third party to require the Society to obtain insurance.

MAINTENANCE

17. The Society will, to the satisfaction of the District, maintain the firehall, the grounds around the firehall, the fire equipment, and any chattels belonging to the District as provided in this Agreement, in a good working condition so that the equipment and facilities are available at all times for the purpose of providing the Services.

OPERATION

18. The Society will operate the equipment and in all other ways provide the Services without negligence and in accordance with standards of operation maintained by other volunteer fire departments of similar size and facilities, or operational guidelines as may be established by the Regional District in consultation with the Society.
19. The Society shall comply with the District's purchasing policy A2.9 (a copy of which is attached to this Agreement) as amended from time to time with respect to the acquisition of capital assets costing \$50,000 or more. Compliance will be interpreted in a reasonable manner and in context with the circumstances prevailing at the time of purchase.

COMPLIANCE WITH LAWS

20. The Society will comply with all enactments as defined in the *Interpretation Act* and all orders and requirements under an enactment including orders and requirements of the Workers' Compensation Board.
21. The Society shall provide annually to the District a copy of the Society's annual report and evidence that a copy has been appropriately filed with the Registrar of Companies under the Societies Act.

FIRE CHIEF

22. The Society will, in the month of December in every year, appoint or reappoint a Fire Chief who shall be the Fire Chief of the Volunteer Fire Department. The Fire Chief or designate may be appointed a Local Assistant under the *Fire Services Act*.

DIRECTORS

23. At all times, while this Agreement is in force, a representative of the District nominated by the District shall be entitled to attend all meetings of the Board of Directors of the Society.

FINANCIAL RECORDS

24. The Society may at its option choose to have the District perform all financial record keeping for the Society including without limiting the generality of the foregoing, recording of revenues and expenditures in accordance with accepted accounting standards, issuing cheques for expenditures and depositing funds received for the purposes of providing the Services, recording amounts for payroll purposes and making remittances required for payroll and Workers' Compensation Board purposes. Records of the fire department's public funds shall remain with the District and shall in turn be a part of the District's annual financial audit. All invoices submitted for payment to the District shall be signed by a Director appointed by the Society.
25. The Society may at its option choose to perform all financial record keeping for the Society including without limiting the generality of the foregoing, recording of revenues and expenditures in accordance with accepted accounting standards, issuing cheques for expenditures and depositing funds received for the purposes of providing the Services, recording amounts for payroll purposes and making remittances required for payroll and Workers' Compensation Board purposes, in which case Paragraphs 26 through 34 will apply.

PAYMENTS

26. Pursuant to Paragraph 24. during each year in the term of this Agreement, the District will pay to the Society, upon presentation of a quarterly financial statement, in equal quarterly installments the amount for the costs of the Services in the final budget adopted by the District Board for the current year, less any amounts budgeted to be paid directly by or to be held by the District, including but not limited to capital expenditures, debt or lease payments, insurance, administration fees and reserve funds.
27. The first quarterly payment shall be made on or before January 10th of each calendar year.
28. At the time of the first quarterly payment, the District may:
- a) deduct from the payment the amount of or part of any surplus accumulated by the Society during the previous calendar year; or
 - b) add to the amount of the payment an amount from the budget to reimburse the Society for any deficit incurred by the Society during the previous calendar year.
30. The amount of any surplus held by the Society at year end will be applied to the following year's annual budget as described in Section 10.

SEPARATE FUNDS AND FINANCIAL STATEMENTS

31. The books of account of the Society shall be kept in such manner and provide such detail as may be required from time to time by the Manager, Financial Services of the District and the Provincial Ministry of Municipal Affairs.
32. The public funds provided under Paragraph 26 and any other funds of the Society shall be separated in its books of account.
33. The Society or the District as applicable, will prepare or have prepared by an auditor as defined under Section 169 of the *Community Charter*, at each fiscal year end, audited financial statements containing particulars of assets and liabilities, and a statement of revenue and expenditures for the year for the public funds provided under Paragraph 26.

34. The Society, where applicable, will file a copy of the audited financial statements with the District by February 15th following each fiscal year end. The District's auditors may rely on the Society's audit report, but in any case may require and shall have access to the working papers of the Society's auditor for examination during the fiscal year end audit of the District.

TERMINATION

35. Either party may terminate this Agreement at any time by giving written notice of termination to the other party, and the agreement shall terminate on the 31st day of December of the year following receipt of such notice by the other party.

EARLY TERMINATION

37. Notwithstanding any other provision herein, the District may terminate this Agreement upon giving the Society 90 days notice of its intention to so terminate:
- a) should the Society fail to file its annual report or otherwise no longer be in good standing with the Registrar of Companies under the *Societies Act*;
 - b) should the Society default in any term or condition of this Agreement or fail to perform any covenant herein required to be performed by the Society;
 - c) should the Society, in the opinion of the District, fail to adequately provide the Services in and for the Local Service Area.
38. Notwithstanding any other provision in this Agreement, the District may terminate this Agreement on thirty (30) days notice where, in the opinion of the District, the Society is unable to provide the Services or the Society or one of its members has been grossly negligent.
39. Notwithstanding any other provision herein, the District may terminate this Agreement upon giving the Society six (6) months notice of its intention to so terminate should the District or any successor to the District provide alternate fire prevention and suppression services within the Local Service Area.
40. The Society may terminate this Agreement at any time by giving not less than ninety (90) days written notice of its intention to so terminate in the event of breach by the District of a material term of this Agreement.
41. The parties acknowledge and agree that all firefighting equipment, protective clothing and all other related lands, buildings, furniture and equipment wherever situated within the Service Area and utilized by the Society for the purposes of providing the Services within the Service Area, or within and for any other area in accordance with the terms of a mutual aid agreement, shall be retained by the Regional District within the boundaries of the Service Area, to be used for the exclusive benefit of property owners within the Service Area. This section shall survive the termination of this Agreement.
42. This Agreement shall enure to the benefit of, and be binding upon, the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties to this Agreement have set their hands and seals as of the day and year first above written.

The Corporate Seal of the)
REGIONAL DISTRICT OF NANAIMO)
was affixed in the presence of:)

_____) (seal)
Manager, Financial Services)

_____)
Chief Administrative Officer)

For the)
NANOOSE FIRE PROTECTION SOCIETY)

_____)
Chairperson)

_____)
Secretary)

SCHEDULE 'A'
SERVICES TO BE PROVIDED

“Services” means:

- (1) fire prevention and suppression, including, without limiting the generality of the foregoing, training of volunteer firefighters, inspections, enforcement of enactments relating to fire prevention and suppression, elimination of fire hazards and attending at fires for the purpose of containing and extinguishing the fires and to provide assistance to persons and animals;
- (2) providing assistance in response to medical emergencies arising from other classes of emergency as follows:
 - (a) explosion or risk of explosion;
 - (b) flood, tempest, earthquake, landslide, tidal wave or other natural event;
 - (c) building collapse or motor vehicle or other accident;
 - (d) spill, release or leak of a substance capable of injuring property or the health or safety of a person;
 - (e) an emergency as declared under section 798.1 of the *Local Government Act* or under the *Emergency Program Act*;
 - (f) rescue operations;
 - (g) First Responder services as amended from time to time

and further provided that the Society’s obligation to provide the Services set out in subsection (2) is subject to the availability of qualified personnel and equipment.



REGIONAL DISTRICT OF NANAIMO			
CHAIR		GM Cms	
CAO	COW	GM ES	
DA CCD		MoF	
JAN 04 2006			
COW ✓			
		DATE:	

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: December 29, 2005

FROM: N. Avery
Manager, Financial Services

FILE:

SUBJECT: A Bylaw to Amend the Purpose Established for the Nanoose Bay Fire Protection Service

PURPOSE:

To introduce for approval "Nanoose Bay Fire Protection Service Area Purpose Amendment Bylaw No. 991.02, 2006".

BACKGROUND:

This bylaw amendment will add an additional level of service within the Nanoose Bay Fire Protection Service Area. Establishing bylaws contain a clause stating the purpose for which a service is established – in this case the purpose clause is as follows:

“... for the purpose of providing fire prevention and suppression for that portion of Electoral Area ‘E’ “

The Nanoose Bay Fire Department has trained and accepted participation in the Province of BC First Responder program for attending at certain medical emergencies when an ambulance is not immediately available. Some time ago our solicitor advised us when a similar situation occurred with the Errington Fire Department, that the purpose clause in the establishing bylaw should be amended to properly reflect the full scope of activities of the service. The fire services agreement with the Nanoose Bay Fire Protection Society is being presented for renewal at this meeting and staff felt it an appropriate moment to follow through on this housekeeping amendment.

ALTERNATIVES:

- 1. Approve the bylaw as presented.
- 2. Make no changes to the current bylaw purpose.

FINANCIAL IMPLICATIONS:

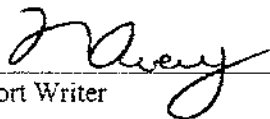
There are no new financial implications from this amendment. The department has in fact been providing first responder services for two to three years and is budgeting accordingly.

SUMMARY/CONCLUSIONS:

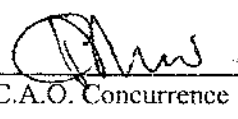
Staff are introducing a housekeeping amendment to the Nanoose Bay Fire Protection Service establishing bylaw to add "rescue services" to the purpose of the service. This is being done to reflect that the department is now acting as a first responder agency in certain medical emergencies when an ambulance is not immediately available. The amendment is similar to one incorporated into the Errington Fire Service establishing bylaw at the time that department undertook to participate in the first responder program.

RECOMMENDATION:

That "Nanoose Bay Fire Protection Service Area Purpose Amcndment Bylaw No. 991.02, 2006" be introduced for first three readings and be forwarded to the Ministry of Community Services for approval.



Report Writer



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 991.02

**A BYLAW TO AMEND THE PURPOSE OF THE
NANOOSE BAY FIRE PROTECTION SERVICE**

WHEREAS the Board established by its Bylaw No. 991 a service of fire prevention and suppression within a portion of Electoral Area 'E' known as the Nanoose Fire Protection Local Service Area;

AND WHEREAS the Nanoose Bay Fire Department is now providing first responder services within the service area;

AND WHEREAS the Board considers it appropriate to amend the purpose of the service to include the provision of rescue services;

AND WHEREAS the consent of the Director for Electoral Area 'E' has been received;

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

1. "Nanoose Fire Protection Local Service Area Establishment and Boundary Amendment Bylaw No. 991, 1995" is hereby amended as follows:
 - (a) Section 2 is amended by adding the words "and rescue services" after the words "fire prevention and suppression".

6. This bylaw may be cited as "Nanoose Bay Fire Protection Service Area Purpose Amendment Bylaw No. 991.02, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR



OF NANAIMO			
CHAIR		GM Cms	
BAO	CRN	GM ES	
DA CCD		MoF	
JAN 03 2006			
COWL			

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: December 22, 2005

FROM: Alan Stanley
Solid Waste Program Coordinator

FILE: 5365-71

SUBJECT: Commercial Food Waste Ban Progress Report

PURPOSE

To update the Board on the implementation of the commercial food waste ban at RDN solid waste disposal facilities.

BACKGROUND

Organics Diversion Strategy

In 2004 the Board approved the RDN Solid Waste Management Plan. The SWMP addresses both waste diversion and residual management and identifies organics diversion as an important measure to reach the goal of 75% diversion by 2010.

In February 2005 the Board approved the Organics Diversion Strategy (ODS), a plan to provide the Board, the general public and the business community with information on how organic waste will be diverted from disposal. The ODS comprises the framework for the education and promotion program for organics diversion.

In April 2005 the Board approved banning disposal of commercial food waste at solid waste disposal facilities. The ban was effective June 1, with a six month phase-in period. By December 1, all generators of commercial food waste were to have food waste diversion systems in place.

The RDN waste composition study confirmed that a commercial food waste ban will result in significant waste diversion.

Commercial Food Waste

Commercial food waste means compostable organic material including raw and cooked food waste from a commercial premise and includes but is not limited to:

- Fruits and vegetables
- Meat, fish, shellfish, poultry and bones
- Dairy products
- Bread, pasta and baked goods
- Tea bags, coffee grounds and filters
- Soiled paper plates and cups
- Soiled paper towels and napkins
- Soiled waxed paper
- Food soiled cardboard and paper
- Egg shells

Education and Communication

The ban on commercial organic waste is different from other disposal bans enacted by the RDN, such as cardboard or paper. The materials are varied and each business or organization affected has different challenges in terms of setting up effective systems to divert organic waste. Education and communication are very important to the success of a food waste diversion program.

A communication and education program was implemented including direct contact with organizations by mail, telephone, in stakeholder meetings and site visits. A comprehensive database that includes approximately 650 food waste generators subject to the ban was developed. The database permits staff to record and report on the number and type of contacts made (phone calls, site visits, letters sent etc.), the type of organization, relative diversion potential of the organization and compliance status. Over time, the database will enable staff to efficiently monitor compliance and direct well-focused education and enforcement activities.

Education packages were produced and distributed, using mailing lists generated from the database, to assist affected organizations in complying with the disposal prohibition. Materials produced include posters, information booklets and web site enhancements. During the six-month implementation phase of the ban, staff conducted over 200 site visits to educate, check progress and acquire feedback which was then incorporated into later site visits.

Staff met with senior managers from large organizations such as Tim Horton's, Save-On Foods, McDonald's and Real Canadian Superstore to discuss the food waste ban. The outcomes of these meetings was positive, with the various corporations demonstrating a true understanding of what the RDN is trying to accomplish and a willingness to accept responsibility for implementing sustainable waste management practices. An area of concern was that the ban would be enforced evenly, ensuring a level playing field.

The primary message communicated to stakeholders was that composting food waste is sustainable waste management and it is the right thing to do. The secondary message was that the ban is a non-prescriptive program. The RDN, as the regulator has established the rules and performance objectives and allowed businesses to comply using the most cost-effective and efficient methods for their operation.

Enforcement

During the first six months the emphasis was on communicating the relevant information to affected organizations and providing educational assistance on complying with the ban.

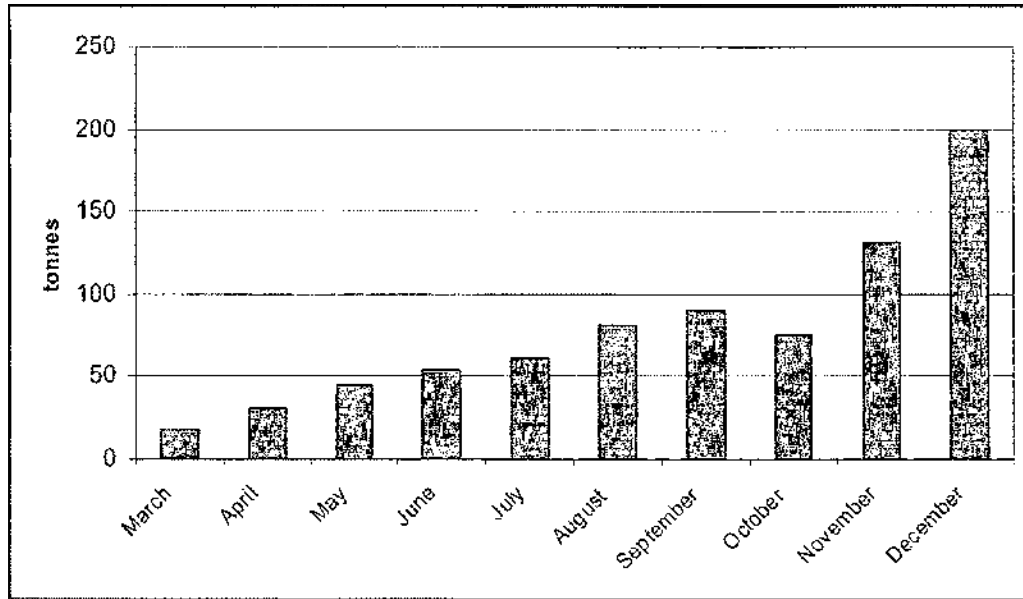
Staff believed that high levels of success would not be achieved through enforcement, rather, success would come with the affected organizations desiring to be a part of a beneficial program and early results indicate that this is proving to be true. However, there are a number of enforcement options available including surcharging haulers, banning haulers from using RDN disposal facilities and amending the Waste Stream Management Licensing Bylaw to allow RDN staff to issue tickets to non-complying organizations. Even though there is no need to use enforcement now, there may be future enforcement requirements.

Future Steps

The most positive feedback has resulted from personal contact, site visits and phone calls. Also, ongoing contact improves compliance. Staff will be required to continue making regular contact and performing site visits throughout 2006, after which the program will have matured, businesses should be compliant and the requirement for regular, ongoing contact will decrease.

Diversion Achieved

During the early stages of the six-month phase in of the food waste ban, diversion was minimal, but has grown to 200 tonnes in the month of December. Extrapolated over a year, this represents approximately 2,400 tonnes, or 48% of the 5,000 tonne annual diversion target. As businesses improve their food waste separation practices and work out teething problems, a monthly diversion of 400 tonnes should be achieved by the end of 2006. The chart below shows that since March monthly diversion has steadily improved.



FINANCIAL IMPLICATIONS

The 2006 Annual Budget for the commercial food waste ban is \$25,000 for ongoing education, communication and advertising.

ENVIRONMENTAL IMPLICATIONS

Locally composted organic material provides an environmentally safe product alternative for landscapers, gardeners and farmers. The ODS, fully implemented will save valuable landfill space.

PUBLIC RELATIONS IMPLICATIONS

The RDN public has consistently supported waste reduction and recycling initiatives. There have been a number of positive articles in the media on the program and some of the larger organizations; BC Ferries for example, have issued positive media releases on their organics diversion experience.

SUMMARY

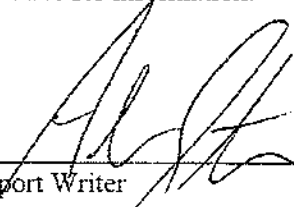
In April 2005 the Board approved banning disposal of commercial food waste at solid waste disposal facilities. The ban was effective June 1, with a six month phase-in period. The ban on commercial organic waste is different from other disposal bans enacted by the RDN, such as cardboard or paper. The materials are varied and each business or organization affected has different challenges in terms of setting up effective systems to divert organic waste. Education and communication are very important to the success of a food waste diversion program.

A communications and education program was implemented including direct contact with organizations by mail, telephone, in stakeholder meetings and site visits. Education packages were produced and distributed to assist affected organizations in complying with the disposal prohibition. Materials produced include posters, information booklets and web site enhancements. Ongoing dialogue has worked to help businesses accept the necessity to reduce waste.

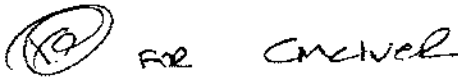
Organics diversion has improved steadily and is now at approximately 50% of targets set and even though it represents a significant change to waste handling methods, the food waste disposal ban has been met with generally positive response from businesses.

RECOMMENDATION

That the Board receive the progress report on the commercial food waste ban from RDN disposal facilities for information.




Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO			
CHAIR		GM Cms	
CAO	W	GM ES	
DA CCD		MoF	
JAN 03 2006			
COW			

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: December 6, 2005

FROM: Alan Stanley
Solid Waste Program Coordinator

FILE: 5365-00

SUBJECT: Doumont Road Burn Site

PURPOSE

To consider requesting cancellation of the provincial permit to burn landclearing waste at the Dunsmuir Quarry site on Doumont Road.

BACKGROUND

Landclearing waste (LCW) refers to tree trunks, branches and stumps generated from the clearing of land. Within municipal boundaries, this waste cannot be burned on-site. In general, tree trunks are sold for their wood value and branches are chipped and spread on-site. In some cases stumps cannot be chipped on-site and must be transported to a processing or disposal facility. At present there is only one disposal option for LCW. The disposal facility is a burn site located in the north end of Nanaimo. This facility operates under a temporary permit issued by the Ministry of Environment.

For environmental and human health reasons, the RDN Solid Waste Management Plan (SWMP), states that burning of all wood waste that is in the municipal solid waste stream including LCW will be eliminated. However, since there were no viable options or facilities to manage large stumps other than the Doumont Road burn site when the SWMP was approved by the Board in 2004, this site was retained as a temporary LCW burn facility. This temporary status was further reinforced by the Minister of the Environment who specified the elimination of the LCW burn facility as a condition of provincial approval of the RDN SWMP in 2005.

Since approval of the SWMP, the RDN has encouraged, through Waste Stream Management Licensing (WSML), the implementation of better methods to manage LCW. Potential investors were informed that once a viable alternative to manage LCW was in place, licensed and operational, the Doumont Road site would be decommissioned and the RDN would request cancellation of the provincial permit.

There is currently one facility, Nanaimo Wood Products Recycling at Duke Point in Nanaimo that accepts LCW for processing and the operators have applied for a WSML licence which should be issued in early 2006. Another operator is in the process of rezoning a property on Nanaimo Lakes Road, and upon successful rezoning can apply for a WSML to accept LCW for processing. Consequently, alternatives to burning LCW are available. Furthermore the RDN has been told by private sector investors that the operation of the burn facility on Doumont Road threatens the viability of alternative processing facilities.

ALTERNATIVES

1. Request cancellation of the burning permit for the Doumont Road site.
2. Do not request cancellation of the burning permit for the Doumont Road site.

FINANCIAL IMPLICATIONS

Requesting cancellation of the burning permit results in no cost to the RDN. Also, rising energy prices have created a relatively stable demand from island mills for alternative fuels such as ground LCW, increasing the financial viability of LCW processing facilities.

If the Board does not request cancellation of the burning permit, the Ministry of the Environment has stipulated that a site assessment will have to be performed by a qualified professional. A cost estimate has not been done because the SWMP approved by the Board indicates the intent to eliminate burning of LCW. A site assessment would likely be no less than \$10,000, but depending on a number of factors, could be considerably more.

ENVIRONMENTAL IMPLICATIONS

The alternative sites will both process LCW, first by grinding, then shipping the wood chips to island mills to be burned as hog fuel. While the material will still be burned, it will be burned under very controlled conditions in facilities that have modern pollution control equipment and very restrictive permits in regards to release of pollutants. Far less pollution will be released than results from the current open burning method. Also, valuable energy will be generated and used, turning the LCW into a beneficial resource.

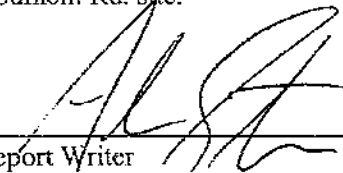
SUMMARY/CONCLUSIONS

Landclearing waste (LCW) refers to tree trunks, branches and stumps generated from the clearing of land. At present there is only one disposal option for LCW. The disposal facility is a burn site located on Doumont Road in the north end of Nanaimo. This facility operates under a temporary permit issued by the Ministry of Environment. For environmental and human health reasons, the RDN Solid Waste Management Plan (SWMP), states that burning of all wood waste that is in the municipal solid waste stream including LCW will be eliminated.


Since approval of the SWMP, the RDN has encouraged the implementation of better methods to manage LCW. There is currently one facility in Nanaimo that accepts LCW for processing and the operators have applied for a Waste Stream Management Licence which should be issued in early 2006. Another operator is in the process of rezoning a property on Nanaimo Lakes Road, and upon successful rezoning, can apply for a WSML to accept LCW for processing. Consequently, alternatives to burning LCW are available. Furthermore the RDN has been told by private sector investors that the operation of the burn facility on Doumont Road threatens the viability of alternative processing facilities.

RECOMMENDATION

That the Board direct staff to request the Ministry of Environment cancel the permit to burn at the Doumont Rd. site.



Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO		
CHAIR	GM Cms	
CAO	GM ES	
DA CCD	MsF	
JAN 04 2006		
Cow		
		DATE

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

December 22, 2005

FROM: Alan Stanley
Solid Waste Program Coordinator

FILE: 5365-65

SUBJECT: Waste Stream Management Licensing Bylaw Progress Report

PURPOSE

To update the Board on the implementation of Waste Stream Management Licensing Bylaw No. 1386.

BACKGROUND

In April 2005, the Board adopted Waste Stream Management Licensing Bylaw No.1386 (WSML). The WSML bylaw, prepared in partnership with the Cowichan Valley Regional District (CVRD), and included in the approved RDN Solid Waste Management Plan (SWMP), regulates the management of all privately operated municipal solid waste and recyclable material processing facilities in the RDN. This program involves licensing private and non-government municipal solid waste and recycling facilities within the district and imposing penalties for contraventions to the bylaw, including illegal dumping.

The intent of this bylaw is to reduce the risk and costs to the taxpayers for clean-up of poorly operated facilities, abandoned facilities and abandoned municipal solid waste and recyclable material (illegal dumping) and to create a level playing field for operators within the district to support good practices within this industry.

Process

The WSML bylaw came into effect May 1, 2005, and as agreed during stakeholder consultations, existing facilities were given a grace period, to November 1, to have a license application submitted. Upon submission of a license application, facilities were considered to be in compliance pending processing of the application. Staff estimate that it will take approximately 6 months to process the applications received to date.

Applications Submitted

There are currently nine WSML applications (see Attachment 1 for details).

FINANCIAL IMPLICATIONS

The WSML program will be primarily self-financing. It is expected that licensing and inspection fees will pay for the program. The total initial revenue will be approximately \$9,000 based on an initial application fee of \$1,000 per facility as well as a \$500 annual administration fee. Additionally, each licensee is required to provide a security deposit, to be held in trust, of sufficient value to clean up a site in case of unauthorized releases of pollution or abandonment. The security deposit will be different for each site and is based on a formula contained in the WSML bylaw.

INTERGOVERNMENTAL IMPLICATIONS

A major element of a facilities license is that the property where the facility is located must be properly zoned for the proposed use and the facility must be in compliance with all zoning bylaws, regardless of the jurisdiction. This requirement is welcomed by municipal staff because it provides an effective method to ensure zoning compliance. In particular, City of Nanaimo Planning and Bylaw Enforcement managers have consulted with RDN staff to discuss the provisions of the WSML bylaw and how the WSML bylaw can be utilized to achieve zoning compliance.

RDN staff have also consulted with Ministry of Environment (MOE) staff to ensure that the public receives a consistent message regarding waste management facilities. For example, someone applying for a solid waste discharge Permit at the MOE is instructed that any waste discharge facilities that are not included in the RDN SWMP will not be granted Permits. Given that the only waste discharge facilities in the plan are RDN facilities, the applicant is directed to the RDN for information regarding WSML requirements. Although the province retains the legal authority to override the SWMP, this would only be done in extraordinary circumstances. Provincial staff have agreed that the RDN is, effectively, the primary regulator of solid waste management activities within RDN boundaries.

ENVIRONMENTAL IMPLICATIONS

The requirement of the WSML bylaw to adhere to a strict operating plan that has environmental protection as a primary responsibility, plus the effectiveness of the security mechanism to insure self-policing by operators, will reduce the environmental risk profile of the RDN's private sector operations.

Enhanced language restricting illegal dumping will give the RDN the ability to take enforcement action against generators and haulers of waste if the waste is disposed of at an unauthorized site even if the site is outside of RDN regulatory authority, such as an illegal dump site on First Nations land.

PUBLIC RELATIONS IMPLICATIONS

A well-regulated private sector waste management industry will give the private sector confidence to invest in waste management infrastructure. For example, the owners of International Composting Corporation invested over \$4 million, in part based on the RDN's plans to implement a licensing program and provide a level competitive playing field. Within this model is the potential to have most if not all of the recycling and waste processing in the district diverted to private sector facilities. The RDN public will benefit from a greater number of waste management options and the pricing that will result from competition.

SUMMARY

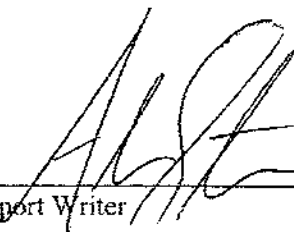
In April 2005, the Board adopted Waste Stream Management Licensing Bylaw No.1386 (WSML). The intent of this bylaw is to reduce the risk and costs to the taxpayers for private sector waste management facilities and to create a level playing field for operators within the district to further support good practices within this industry. There are nine WSML applications.

A major element of a facilities license is that the property where the facility is located must be properly zoned for the proposed use and the facility must be in compliance with all zoning bylaws, regardless of the jurisdiction. This requirement is welcomed by municipal staff because it provides an effective method to ensure zoning compliance. In particular, City of Nanaimo Planning and Bylaw Enforcement managers have consulted with RDN staff to discuss the provisions of the WSML bylaw and how the WSML bylaw can be utilized to achieve zoning compliance. Provincial staff have agreed that the RDN is, effectively, the primary regulator of solid waste management activities within RDN boundaries.

A well-regulated private sector waste management industry will give the private sector confidence to invest in waste management infrastructure and the RDN public will benefit from a greater number of waste management options and the pricing that will result from competition.

RECOMMENDATION

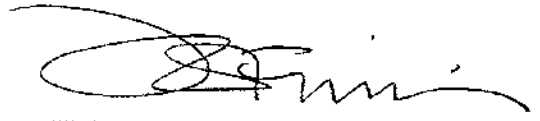
That the Board receive the progress report on Waste Stream Management Licensing Bylaw No. 1386 for information.




Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:

Attachment 1

Waste Stream Management License Current Applicants

Name	Type of Facility/Material Managed	Location
Gabriola Island Recycling Organization	General recycling- fibre, glass , metal	Gabriola Island
Budget Steel Limited	Scrap metal	South Wellington
Parksville Bottle & Recycling Depot	General recycling – fibre, scrap metal, plastics	Parksville
International Composting Corporation	Organic – food and yard waste, bio-solids, C/D	Nanaimo
Nanaimo Wood Products Recycling	C/D, land clearing	Nanaimo
Demxx Dconstruction Incorporated	Scrap metal, C/D	Area F
Vancouver Island Recycling Centres	General recycling – fibre, glass, metal, drywall, yard waste	Nanaimo
International Paper Industries	General recycling – fibre, scrap metal, plastics	Nanaimo
Earthbank Resource Systems	Organic –yard waste	Area F



REGIONAL DISTRICT OF NANAIMO	
CHAIR	GM Cms
CAO	GM ES
DA CCD	MoF
DEC 23 2005	
COW ✓	

MEMORANDUM

TO: Carey McIver
Manager, Solid Waste

DATE: December 19, 2005

FROM: Petra Wildauer
Superintendent, Solid Waste Facilities

FILE: 1240-20-SW

SUBJECT: Landfill Rubber Tire Wheel Loader/Tool Carrier

PURPOSE

To award the acquisition of a rubber tire wheel loader/tool carrier for the Regional Landfill.

BACKGROUND

Compaction of garbage is essential to the efficient operation of a sanitary landfill. Promptly covering the garbage with soil is absolutely necessary from a public health perspective to eliminate litter, odour, birds and rodents. A rubber tire wheel loader is required to transport this cover material as well as to handle numerous other on site maintenance requirements.

A tender was recently issued to replace one of two current loaders, which has accumulated significant operating hours and should be replaced to avoid escalating maintenance costs. In addition to quoting a purchase price, vendors were required to identify rental, lease and sale back options. The most cost effective option involves financing the purchase of the equipment over a four year term using the Municipal Finance Authority and then returning the equipment to the original vendor at a guaranteed residual price.

From eight submitted tenders five were complete and are outlined below:

Vendor	Equipment	Purchase Price	Guaranteed Buy Back	Net Cost before lease financing charges
Heavy Equip Sales	Terex SKL873 SP	\$151,765	\$75,000	\$ 76,765
Douglas Lake Equipment	New Holland LW110.B	\$142,024	\$51,128	\$ 90,896
Parker Pacific	Case 521D/XT	\$147,970	\$45,000	\$102,970
Finning	CAT 924G	\$167,681	\$43,448	\$124,233
Brandt Tractor	JD 444J	\$149,900	not specified	\$149,900

The lowest net cost was received from Heavy Equip Sales for a Terex SKL873 SP.

ALTERNATIVES

1. Award the tender for the acquisition of a Terex SKL873 SP rubber tire wheel loader to Heavy Equip Sales and authorize the Manager of Financial Services to execute a four year lease with the Municipal Finance Authority.
2. Do not award the tender.

FINANCIAL IMPLICATIONS


The 2005 budget allocated \$165,000 for this purchase. The disposal of this type of equipment requires considerable energy and specialized market knowledge. Ideally this equipment should be replaced every four years and requires the use of significant resources on that periodic basis. Staff therefore is recommending the lease financing option with guaranteed buy back value. This ensures that the equipment is replaced in a timely manner and with a minimum of effort. The current equipment which is owned by the Regional District will be kept for lesser on site duties and as backup equipment at the landfill and the transfer station.

SUMMARY/CONCLUSIONS

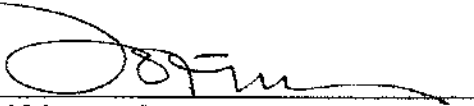
Loading and transporting of cover material, yard waste, ground construction/demolition material, batteries, tires, fridges and many other heavy materials at the landfill is essential to an effective operation. The current owned loader will soon require major component repairs. A tender was issued for a new loader sized to meet current operational requirements. Heavy Equip Sales submitted the lowest qualified bid on a net basis.

RECOMMENDATION

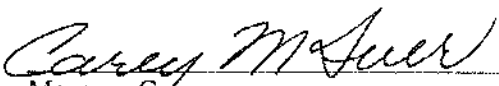
That Heavy Equip Sales be awarded the supply of a Terex SKL873 SP rubber tire wheel loader for a net cost of \$76,765 and that the Manager of Financial Services be authorized to execute a four year lease to finance this purchase.

for 


Report Writer



General Manager Concurrence

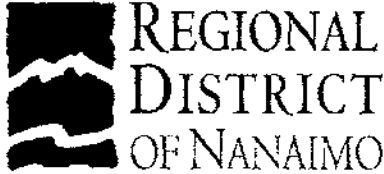


Manager Concurrence



CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO		
CHAIR	GM Cms	
CAO	GM ES	
DA CCD	MoF	
JAN 04 2006		
CoW		

MEMORANDUM

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

DATE: December 21, 2005

FROM: Mike Donnelly
Manager of Utilities

FILE: 5500-22-SP-01

SUBJECT: Expenditure of San Pareil Borrowing Bylaw Funds

PURPOSE

To present proposed funding for the replacement in 2006 of approximately 250 metres of water main along Maple Lane in the San Pareil Water Local Service Area.

BACKGROUND

A section of water main piping on Maple Lane in San Pareil has experienced a number of breaks over the past six months. These breaks are resulting from tree roots interfering with the piping causing them to rupture. This type of failure is common in older asbestos cement pipe which is used extensively in the San Pareil distribution system.

It is important to expedite the replacement of this section of piping as the frequency of failures is increasing. The estimated cost for this project is \$80,000. Funding for the replacement will be achieved through the use of borrowing bylaw funds (\$40,000) and available surplus funds (\$40,000) in the San Pareil Water Service area budget. Under normal conditions this section of piping would be expected to be in service until 2020 but the tree root intrusion has reduced the service life of this section of the line. Reserves and capital plans have therefore not been sufficiently developed to support significant pipe replacements at this time.

An asset management plan is currently being developed for the San Pareil service area that will assist in setting parcel taxes, reserves and borrowing requirements for the eventual replacement of the system inventory in the future. This plan will form part of the 2007 budget and financial plan.

ALTERNATIVES

1. Approve the drawdown of up to \$40,000 from the San Pareil Water Service Security Issuing Bylaw No. 1395, 2004.
2. Do not approve the drawdown of these funds.

FINANCIAL IMPLICATIONS

As noted above this project is estimated to cost \$80,000. Funding from the 2005 projected surplus in the amount of \$40,000 and funding from the existing borrowing bylaw in the amount of \$40,000 will be required.

Borrowing Bylaw Impact

The San Pareil WLSA Security Issuing bylaw fund currently stands at \$195,361. This project will reduce those funds by \$40,000 leaving \$155,361 for future works.

Budget Impact

The operational budget for 2005 was projected to have a \$62,202 surplus. Year end projections now put this at \$78,000. This project will require \$40,000 of those funds leaving a projected year end surplus of \$38,000.

Both the borrowing and reduced surplus impacts will require adjustments to the Financial Plan. The San Pareil Financial Plan will see changes to the parcel tax as noted below.

2006	from 0% to 2.5%
2007	from 2% to 3%
2008	from 2.5% to 3%
2009	from 2.5% to 3%
2010	no change
2011	from 4% to 3%

SUMMARY/CONCLUSIONS

Frequent water main breaks on Maple Lane in the San Pareil Water Local Service Area caused by tree root intrusion necessitate the need to replace that section of piping. The estimated cost for this work is \$80,000. Funding for the project will be achieved using the existing borrowing bylaw currently in place and projected surplus operating funds for 2005.

RECOMMENDATIONS

1. That the authorization of a drawdown of up to \$40,000 from the "San Pareil Water Service Securities Issuing Bylaw No. 1395, 2004." for the replacement of water main piping on Maple Lane be approved, and
2. That the San Pareil Water Service Area five year financial plan be amended to reflect the following property tax rate changes.

2006	from 0% to 2.5%
2007	from 2% to 3%
2008	from 2.5% to 3%
2009	from 2.5% to 3%
2010	no change
2011	from 4% to 3%

for B. Jankas
 Report Writer

[Signature]
 General Manager Concurrence

for D. Burgoyne
 CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO		
CHAIR		Cliff Cms
CAO	CV	GM ES
DA CCD		M&P
JAN 04 2006		
COW		

MEMORANDUM

TO: Mike Donnelly, ASCT
 Manager of Engineering Services

DATE: January 4, 2006

FROM: Chris Brown, ASCT
 Engineering Technologist

FILE: 5500-20-SR-01

SUBJECT: Utilities
 Inclusion into the Surfside Sewer Local Service Area and
 Northern Community Sewer Local Service Area (968 Surfside Drive)

PURPOSE

To consider the request to include Lot 9, District Lot 9, Newcastle Land District, Plan VIP15370 (968 Surfside Drive) into the Surfside Sewer Local Service Area (see attached map).

BACKGROUND

The subject property is located at 968 Surfside Drive, north west of Qualicum Beach in Electoral Area G.

The owners (Mr. & Mrs. Ally) of the above-noted property have petitioned the Regional District of Nanaimo (RDN) to include the subject property into the Surfside Sewer Local Service Area (SSLSA). The property is not located within an Urban Containment Boundary (UCB) as outlined in "Regional District of Nanaimo Regional Growth Management Plan (RGMP) Bylaw No. 1309, 2002". The property is located within the Natural Hazard and Environmentally Sensitive Areas Development Permit Area pursuant to "Regional District of Nanaimo Shaw Hill-Deep Bay Official Community Plan (OCP) Bylaw No. 1007, 1996". The property is situated in an existing flood plain area and has potential to contaminate ground water supplies including the RDN Surfside well.

The property is zoned Residential 2 (RS2) pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987" and is within the "M" subdivision district.

The property is already developed with one existing single-family dwelling, and sewage disposal is to an aging on-site septic field.

The Northern Community Sewer Local Service Area Bylaw No. 889, 1998 and the SSLSA Bylaw No 1124, 1998" both require amendment in order to service this property with sewer. Both bylaw amendments are addressed in this report.

ALTERNATIVES

1. Do not accept the application.
2. Accept the application.

FINANCIAL IMPLICATIONS

There are no financial implications to the RDN. If accepted into the SSLSA, all costs associated with the connection would be at the expense of the applicant. When brought into the local service area, the subject property will pay a Capital Charge of \$2,084 per lot, pursuant to Northern Community Sewer Local Service Area Bylaw No. 1331 (sewage treatment). The subject property will also pay a \$288 Latecomer Charge to Pacific Beach Investments (the Developer), as per an agreement between the RDN and the Developer. Current sewer user fees are approximately \$137. If the application is not approved, there are no financial implications to the RDN.

DEVELOPMENT IMPLICATIONS

While the property is outside the UCB, the RGMP allows a property to connect to a LSA for environmental reasons provided it does not facilitate future development greater than supported by the RGS in policy 3A. A sewer line is present in front of the property on Surfside Drive, thereby making a connection to the LSA possible.

The subject property is located within a Development Permit Area, pursuant to the Shaw Hill-Deep Bay Official Community Plan (Bylaw No. 1007, 1996). Exemptions for a simple sewer connection are not specifically provided for in the OCP; therefore, a Development Permit may be required, along with a regular Building Permit, in order to construct a sewer service line from the existing house to the sewermain on the roadway.

In most cases, the RDN requires the property owner to register a restrictive covenant on the title to restrict future development. However in this case, a covenant on the property is not required as the property is zoned RS2 and is within the "M" subdivision district pursuant to Bylaw No. 500. The "M" subdivision district provides a minimum parcel size of 1 hectare (2,000 m²) when the property is serviced with community sewer and water. The subject property is approximately 1,008 m² in size; therefore, if provided with a community sewer connection, the subject property would be too small to subdivide under the current zoning. There are no development implications if the application is not approved.

INTERDEPARTMENTAL IMPLICATIONS

Development Services has no objection to the boundary amendments required to bring the subject property into the sewer local service area. There are no interdepartmental implications if the application is not approved.

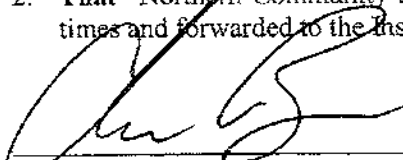
SUMMARY/CONCLUSIONS

A petition has been received to amend the boundaries of the Surfside Sewer Local Service Area. While the property is outside the UCB, the RGMP allows a property to connect to a LSA for environmental reasons provided it does not facilitate future development greater than supported by the RGS in policy 3A. The property is situated in an existing flood plain area and has potential to contaminate ground water supplies including the RDN Surfside well. Due to the small size of the subject property, future subdivision is not possible. All costs associated with connection to the RDN sewer system will be at the expense of the property owner.

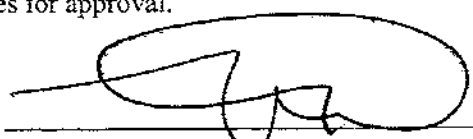
If the application is not accepted the property will continue to use on site disposal which may lead to groundwater contamination.

RECOMMENDATIONS

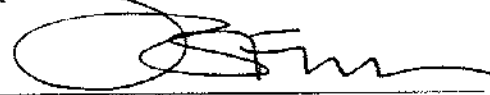
1. That "Regional District of Nanaimo Surfside Sewer Local Service Area Bylaw No. 1124.05, 2006" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.
2. That "Northern Community Sewer Local Service Area Bylaw No. 889.41, 2006" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.



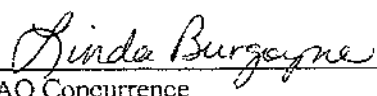
Report Writer



Manager Concurrence

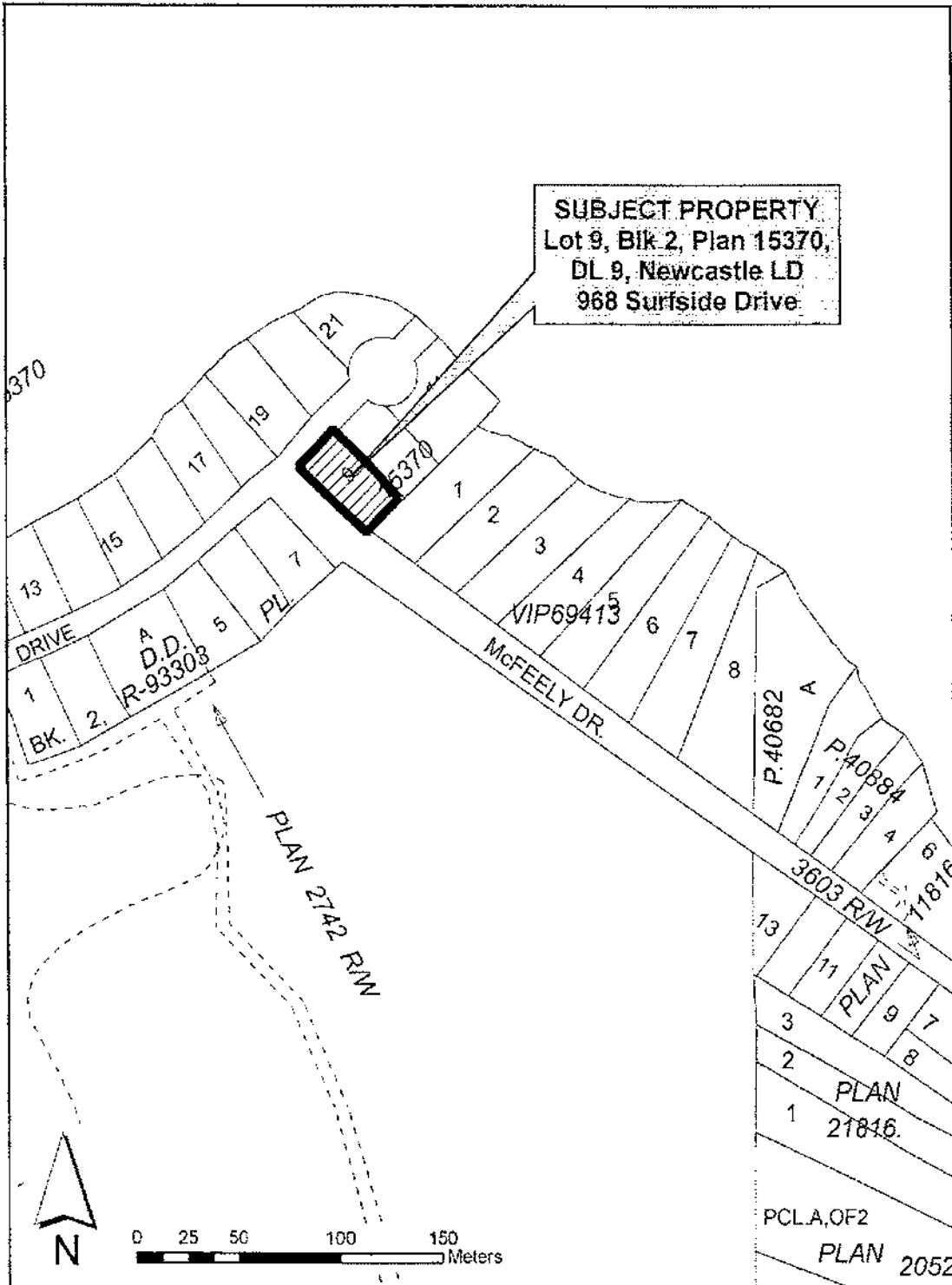


General Manager Concurrence



for: CAO Concurrence

COMMENTS:



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.41

**A BYLAW TO AMEND THE BOUNDARIES OF THE
NORTHERN COMMUNITY SEWER LOCAL SERVICE AREA**

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

AND WHEREAS the Board wishes to amend Schedule 'C' to include the property legally described as follows:

Lot 9, District Lot 9, Plan VIP15370, Newcastle Land District;

AND WHEREAS the Board wishes to amend Schedule 'E' to exclude the property legally described as:

Lot 9, District Lot 9, Plan VIP15370, Newcastle Land District;

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

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

1. This bylaw may be cited as "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.41, 2006".
2. Schedules 'C' and 'E' attached to and forming a part of Bylaw No. 889 are hereby deleted and replaced with Schedules 'C' and 'E' attached to and forming part of this bylaw.

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this _____ day of _____ 2006.

Adopted this _____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1124.05**

**A BYLAW TO AMEND THE SURFSIDE
SEWER LOCAL SERVICE AREA
ESTABLISHMENT BYLAW NO. 1124**

WHEREAS Surfside Sewer Local Service Area Establishment Bylaw No. 1124, 1998 establishes the Surfside Sewer Local Service Area;

AND WHEREAS the Board has been petitioned to expand the local service area;

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

1. The boundaries of the Surfside Sewer Local Service Area, established by Bylaw No. 1124, are hereby amended to include the property shown outlined on Schedule 'B' attached hereto and forming part of this bylaw.
2. The amended boundary of the Surfside Sewer Local Service Area shall be as shown outlined on Schedule 'A' attached hereto and forming part of this bylaw.
3. Schedule 'A' of Bylaw No. 1124.04 is hereby repealed.
4. This bylaw may be cited for all purposes as the "Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.05, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

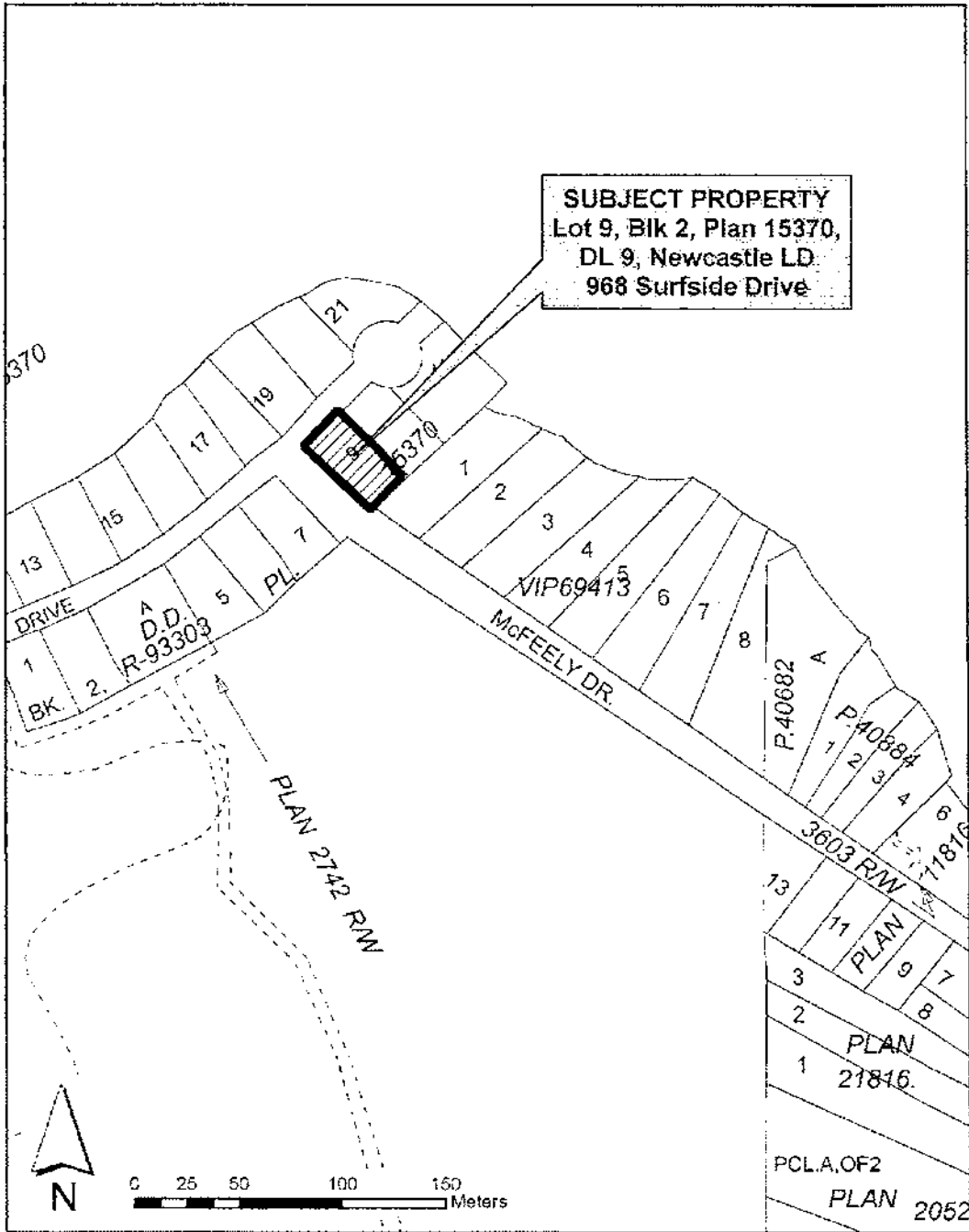
Schedule 'A' to accompany "Surfside Sewer Local Service Area
Boundary Amendment Bylaw No. 1124.05.2006"

Chairperson

Deputy Administrator

Chairperson

Deputy Administrator





REGIONAL DISTRICT OF NANAIMO			
CHAIR		GM Cms	
CAO		GM ES	
DA CCD		McF	
JAN 04 2006			
CoW			

MEMORANDUM

TO: Mike Donnelly, AScT
Manager of Utilities

DATE: January 4, 2006

FROM: Chris Brown, AScT
Engineering Technologist

FILE: 5500-20-PS-01

SUBJECT: Utilities
Inclusion of a property into the Pacific Shores Sewer Local Service Area and
Northern Community Sewer Service Area (1556 Terrien Road)

PURPOSE

To consider a request to include Lot 2, District Lot 22, Nanoose Land District, Plan VIP 10012 (1556 Terrien Road) into the Pacific Shores Sewer Local Service Area and the Northern Community Sewer Local Service Area (see attached plan).

BACKGROUND

The owners of the above-noted property have petitioned the RDN to be included in the Pacific Shores Sewer Local Service Area (PSSLSA).

The property is located on the waterfront in an area that is considered environmentally sensitive. The owners have stated that their septic field is failing. Construction of another sewerage disposal field would be difficult due to ocean setback requirements and the proximity of woodlands, wetlands and a stream course. The Health Officer from the Central Vancouver Island Health Authority has affirmed that waterfront properties should be connected to sewer wherever possible.

A sewer main and a connection stub are present along the north side of the property thereby making connections to the local service area possible.

The Northern Community Sewer Service Area Bylaw No. 889, 1993 requires amendment as well as the Pacific Shores Sewer Local Service Area Bylaw No. 1021, 1996, in order to service this property with sewer. Both bylaw amendments are addressed in this report.

ALTERNATIVES

1. Do not accept the applications.
2. Accept the applications.

FINANCIAL IMPLICATIONS

There are no financial implications to the RDN. If accepted into the PSSLSA, all costs associated with the connections would be at the expense of the applicants. The subject property will pay a Capital Charge of \$2,023 (Bylaw No. 1331, 2003 Northern Community Sewer Service Area), when being brought into the local service area. If the application is not approved, there are no financial implications to the RDN.

DEVELOPMENT IMPLICATIONS

While the property is located outside of the Urban Containment Boundary, the Regional Growth Strategy (RGS) Policy 7B (2004) allows a property to connect to a local service area for health or environmental reasons provided it does not facilitate future development.

The property is within the "N" Subdivision District pursuant to "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987". The "N" subdivision district provides a minimum parcel size of 1.0 hectare when the property is serviced with community sewer. The property owners, however, will be required to register a restrictive covenant on title restricting further subdivision of the property, and restricting sewer servicing to one single family residential connection only. There are no development implications if the application is not approved.

INTERDEPARTMENTAL IMPLICATIONS

The subject property is designated as 'Resource Lands' in the Nanoose Bay Official Community Plan (OCP) Bylaw No. 1118, 1998, and amendments thereto. The property is located outside of the Community Sewer Service and Restricted Community Sewer Service Areas specified in the Nanoose Bay OCP. However, the RGS allows a property to connect to a local service area for health or environmental reasons provided it does not facilitate future development. From a land use planning perspective, Development Services has no objection to the boundary amendment required for this application.


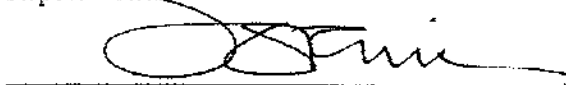
SUMMARY/CONCLUSIONS


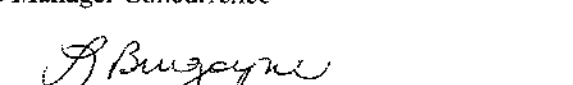
Petitions have been received to amend the boundaries of the Pacific Shores Sewer Local Service Area and Northern Community Sewer Service Area. The property is located on the waterfront, contains a wetland area and a stream and is considered environmentally sensitive. While the property is outside the Urban Containment Boundary, the Regional Growth Strategy allows a property to connect to a local service area for health or environmental reasons provided it does not facilitate future development. The Health Officer recommends connection to the nearby RDN sewer system. All costs associated with connection to the RDN sewer system would be at the expense of the property owners. A restrictive covenant will be registered on the title restricting further subdivision of the property, and restricting sewer servicing to one single family residential connection only.

If the application is not approved, construction of a new sewerage disposal field on the property would be difficult due to Health Department setback requirements and would present risk to the wetland and stream on the property.

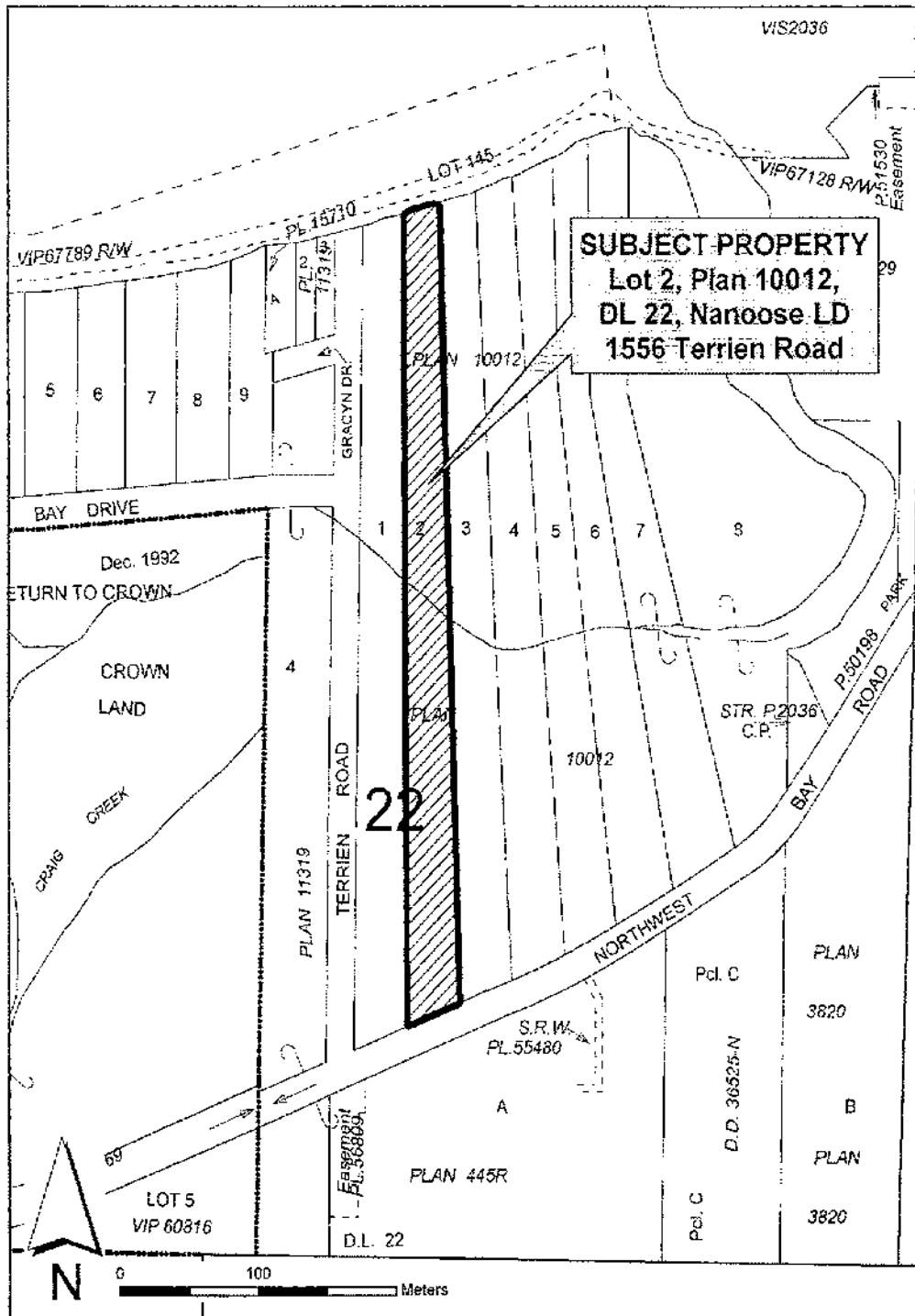
RECOMMENDATIONS

1. That "Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.07, 2006" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.
2. That "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.40, 2006" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.


for Report Writer

General Manager Concurrence


Manager Concurrence

for: CAO Concurrence

COMMENTS



BCGS Map Sheet No. 92F.039.2.2

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.40

**A BYLAW TO AMEND THE BOUNDARIES OF THE
NORTHERN COMMUNITY SEWER LOCAL SERVICE AREA**

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

AND WHEREAS the Board wishes to amend Schedule 'C' to include the property legally described as follows:

Lot 2, District Lot 22, Plan VIP10012, Nanoose Land District;

AND WHEREAS the Board wishes to amend Schedule 'D' to exclude the property legally described as:

Lot 2, District Lot 22, Plan VIP10012, Nanoose Land District;

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

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

1. This bylaw may be cited as "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.40, 2006".
2. Schedules 'C' and 'D' attached to and forming a part of Bylaw No. 889 are hereby deleted and replaced with Schedules 'C' and 'D' attached to and forming part of this bylaw.

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____ 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1021.07

**A BYLAW TO AMEND THE PACIFIC SHORES
SEWERAGE FACILITIES LOCAL SERVICE AREA
ESTABLISHMENT BYLAW NO. 1021**

WHEREAS "Pacific Shores Sewer Local Service Area Establishment Bylaw No. 1021, 1996" established the Pacific Shores Sewer Local Service Area;

AND WHEREAS the Board has been petitioned to expand the local service area;

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

1. The boundaries of the Pacific Shores Sewer Local Service Area, established by Bylaw No. 1021, are hereby amended to include the properties shown outlined on Schedule 'B' attached hereto and forming part of this bylaw.
2. The amended boundary of the Pacific Shores Sewer Local Service Area shall be as shown outlined on Schedule 'A' attached hereto and forming part of this bylaw.
3. Schedule 'A' of Bylaw No. 1021.06 is hereby repealed.
4. This bylaw may be cited as "Pacific Shores Sewer Local Service Area Amendment Bylaw No. 1021.07, 2006".

Introduced and read three times this 24th day of January, 2006.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

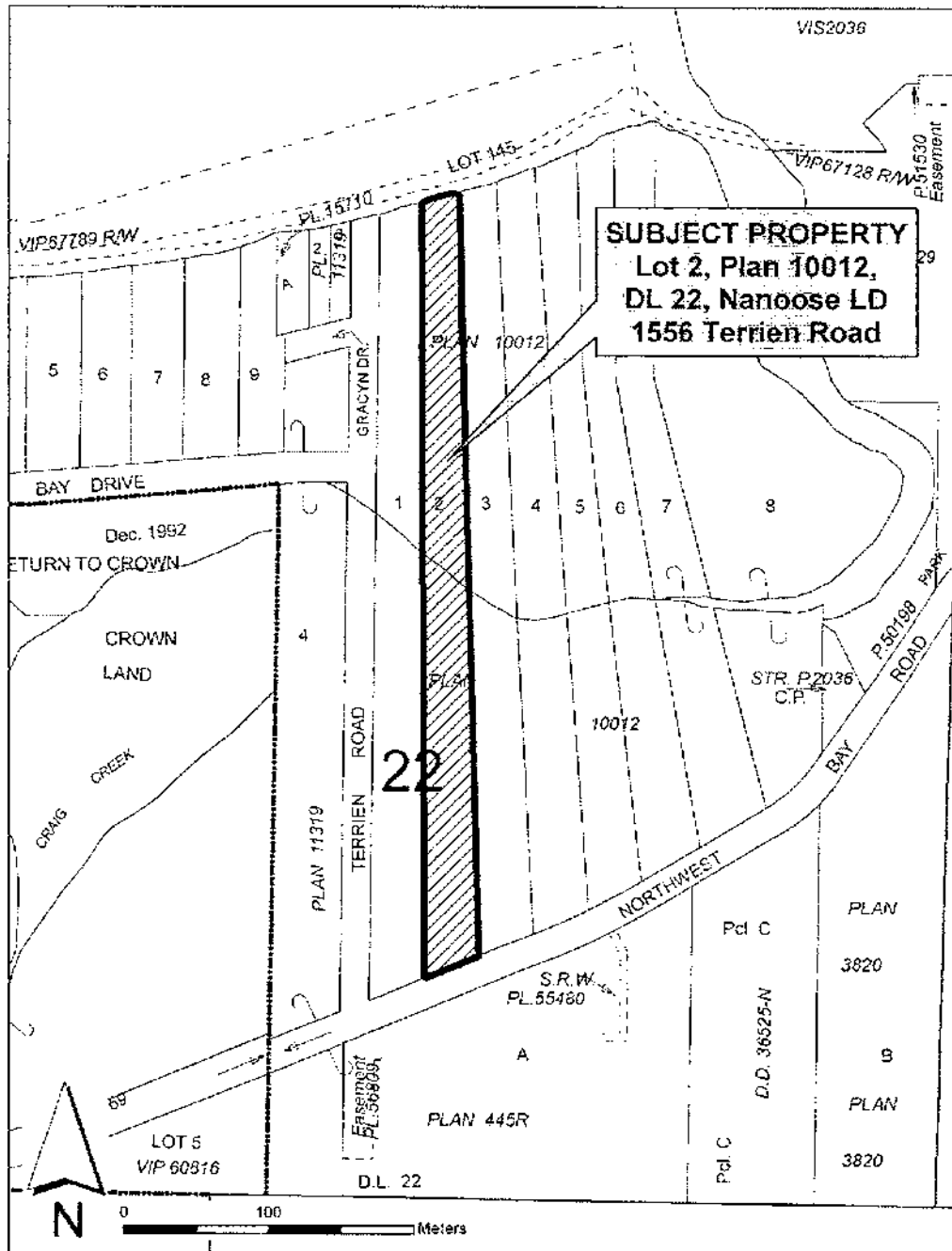
Schedule 'A' to accompany "Pacific Stores Sewer Local Service
Area Amendment Bylaw No. 1021.07, 2006"

Chairperson

Deputy Administrator

Chairperson

Deputy Administrator



BC03 Map Sheet No. 92F-039.2.2



REGIONAL DISTRICT OF NANAIMO			
CHAIR		GM Cms	
CAO		GM ES	
DA CCD		MoF	
DEC 23 2005			
CDW			
			DATE

MEMORANDUM

TO: John Finnie
General Manager of Environmental Services

FROM: Mike Donnelly
Manager of Utilities

SUBJECT: Fire Hydrant Use – Proposed Regulations & Rates Bylaw Amendment

DATE: December 21, 2005

FILE: 5500-22-02

PURPOSE

To present the Board with proposed amendments to the Water Service Area Regulations and Rates Bylaws to allow for the permitting of fire hydrant use within the Regional District of Nanaimo water service areas.

BACKGROUND

From time to time the RDN Utilities department receives requests for the use of water from the various water service area systems. Water use requests vary but common requests would include water for testing of new water mains, for the hydro-seeding of rights of way within new subdivisions and for the Ministry of Transportation for flushing purposes.

Water for the above noted purposes is provided via fire hydrants. Normally back flow prevention is provided by either the RDN or the organization requesting the water using approved equipment. The RDN ensures the proper connections are made and that the utilization of the water with respect to flow and volume is carried out as requested by RDN staff.

There is no formal permitting structure in place and there are no fees charged for this service or for the water consumed.

The proposed bylaw amendments would strengthen the parameters under which this service could be provided, improve back flow prevention procedures, establish a permitting process and allow for fees to cover the costs of staff involvement and the consumption of water. The fees will encourage conservation practices for water use. The bylaw amendments would not affect the use of fire hydrants by local fire departments.

Under the proposed bylaw an application would be made to the department stating the proposed use. The application would be reviewed by department staff and approved or denied. Any approved connection to a hydrant would be installed by Utilities staff only using an RDN backflow prevention device. When the applicant is finished the backflow prevention device would be removed and the hydrant fully serviced. The applicant would then be invoiced any outstanding charges for the use of the hydrant and for water consumption. The following fees would apply:

Hydrant Use Fees

Application fee	\$50.00
Damage deposit	\$500.00 (refundable less any charges)
Hydrant maintenance fee	\$125.00
Water consumption fee	\$2.00 / cubic meter

As part of the proposed bylaw amendment process staff have separated the user rates in Schedule "B" from the connection fee schedule. This was done as a housekeeping measure only and has no effect on the existing user rates.

ALTERNATIVES

1. Approve the proposed Regulations & Rates Bylaw Amendments.
2. Do not approve the proposed amendments.

FINANCIAL IMPLICATIONS

Currently no fees are associated with the use of fire hydrants and users are not levied a fee for water consumption. The proposed bylaw amendments will allow for revenue to recover those costs. Fees collected for each event will be credited to the water service area from which the water was accessed.

SUMMARY/CONCLUSIONS

The RDN may allow access to fire hydrants for water use within water service areas. No formal permitting or fee structure is currently in place to accommodate this use. The proposed bylaw amendments provide for both permitting and fees for this practice.

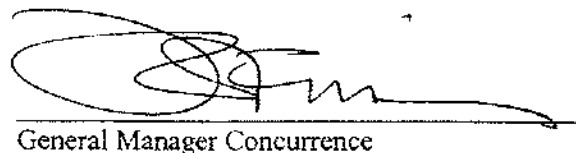
RECOMMENDATIONS

1. That Regional District of Nanaimo, "French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.12, 2006" be introduced for three readings.
2. That Regional District of Nanaimo, "French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.12, 2006" having received three readings be adopted.
3. That Regional District of Nanaimo, "Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.13, 2006" be introduced for three readings.
4. That Regional District of Nanaimo, "Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.13, 2006" having received three readings be adopted.
5. That Regional District of Nanaimo, "Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.08, 2006" be introduced for three readings.
6. That Regional District of Nanaimo, "Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.08, 2006" having received three readings be adopted.

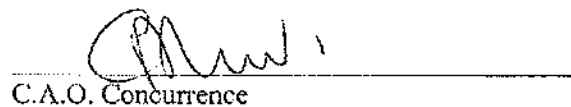
7. That Regional District of Nanaimo, "San Pareil Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1172.06, 2006" be introduced for three readings.
8. That Regional District of Nanaimo, "San Pareil Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1172.06, 2006" having received three readings be adopted.
9. That Regional District of Nanaimo, "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.02, 2006" be introduced for three readings.
10. That Regional District of Nanaimo, "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.02, 2006" having received three readings be adopted.
11. That Regional District of Nanaimo, "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.01, 2006" be introduced for three readings.
12. That Regional District of Nanaimo, "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.01, 2006" having received three readings be adopted.
13. That Regional District of Nanaimo, "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.01, 2006" be introduced for three readings.
14. That Regional District of Nanaimo, "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.01, 2006" having received three readings be adopted.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 619.12

A BYLAW TO AMEND FRENCH CREEK WATER
SUPPLY SPECIFIED AREA REGULATIONS AND
RATES BYLAW NO. 619, 1983

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

1. The "French Creek Water Supply Specified Area Regulations and Rates Bylaw No. 619, 1983" is hereby amended by:
 - (a) Adding a new definition to Section 1 as follows:

"Fire hydrant" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."
 - (b) Adding in a new Section 9 and renumbering existing Sections 9, 10 and 11 to Sections 10, 11 and 12.

"9. Fire Hydrant Use

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'B' and substituting Schedule 'B' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited for all purposes as "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.12, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

SCHEDULE 'B'

FRENCH CREEK WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) For the first 0.9 cubic meters per day, \$0.35 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$0.65 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.01 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (b) Apartments, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) For the first 0.9 cubic meters per day, \$0.35 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$0.65 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.01 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (c) Services without a meter:

\$1.03 per day per unit for residential units without a meter.
- (d) Minimum rate is \$.15 cents per day

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**
 - (a) To existing servicing connections \$ 580.00
 - (b) To new service connections \$ 1,000.00
(Applicant to pay any additional costs)

2. **Reconnection** to any water service disconnected pursuant to this bylaw \$ 100.00

3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00

* Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ **Postal Code** _____

TELEPHONE: _____ **CELL:** _____ **FAX:** _____ **EMAIL:** _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. Applicant's initials _____

Utilities Department Use Only Below This Line

Permit Approved **Permit Denied** for the following reasons: _____

_____ **Date:** _____ **Hydrant #** _____ **Permit #** _____

Manager of Utilities

Application Fee	(a) \$50.00	(11- - -98-00)
Damage Deposit	(b) \$500.00	(14-35-00-00-00)
Refund equals the Damage Deposit less,		
Less RDN inspection/maintenance fee (\$125)	(c) \$125.00	(11- - -98-00)
Less costs for any damages	(d) \$ _____	
Less water consumption at \$2.00/meter cubed		
Consumption m3 _____ x \$2.00 =	(e) \$ _____	
Amount to refund or invoice (b minus c+d+e)	\$ _____	(11- - -98-00)

Refund/Invoicing Approved by _____ **Date:** _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 700.13

**A BYLAW TO AMEND THE REGIONAL DISTRICT OF
NANAIMO SURFSIDE PROPERTIES SPECIFIED AREA
WATER REGULATIONS AND RATES BYLAW NO. 700, 1986**

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

1. The "Regional District of Nanaimo Surfside Properties Specified Area Water Regulations and Rates Bylaw No. 700, 1986" is hereby amended by:
 - (a) Adding a new definition to Section 1 as follows:

"Fire hydrant" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."
 - (b) Adding in a new Section 9 and renumbering existing Sections 9 and 10 to Sections 10 and 11.

"9. Fire Hydrant Use

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'B' and substituting Schedule 'B' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited for all purposes as "Regional District of Nanaimo Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.13, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

SCHEDULE 'B'

SURFSIDE PROPERTIES WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) For the first 0.9 cubic meters per day, \$0.35 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$0.65 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.01 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (b) Apartments, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) For the first 0.9 cubic meters per day, \$0.35 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$0.65 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.01 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (c) Services without a meter:

\$1.03 per day per unit for residential units without a meter.
- (d) Minimum rate is \$.15 cents per day

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**
 - (a) To existing servicing connections \$ 580.00
 - (b) To new service connections \$ 1,000.00
(Applicant to pay any additional costs)

 2. **Reconnection** to any water service disconnected pursuant to this bylaw \$ 100.00

 3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00
- * Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ **Postal Code** _____

TELEPHONE: _____ **CELL:** _____ **FAX:** _____ **EMAIL:** _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. Applicant's initials _____

Utilities Department Use Only Below This Line

Permit Approved **Permit Denied** for the following reasons: _____

_____ Date: _____ Hydrant # _____ Permit # _____

Manager of Utilities

Application Fee	(a) \$50.00	(11-__ - __-98-00)
Damage Deposit	(b) \$500.00	(14-35-00-00-00)
Refund equals the Damage Deposit less,		
Less RDN inspection/maintenance fee (\$125)	(c) \$125.00	(11-__ - __-98-00)
Less costs for any damages	(d) \$ _____	
Less water consumption at \$2.00/meter cubed		
Consumption m3 _____ x \$2.00 =	(e) \$ _____	
Amount to refund or invoice (b minus c+d+e)	\$ _____	(11-__ - __-98-00)

Refund/Invoicing Approved by _____ Date: _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1097.08

**A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
DECOURCEY WATER SUPPLY LOCAL SERVICE AREA
REGULATIONS AND RATES BYLAW NO. 1097, 1998**

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

1. The "Regional District of Nanaimo Decourcey Water Supply Local Service Area Regulations and Rates Bylaw No. 1097, 1998" is hereby amended by:
 - (a) Adding a new definition to Section 2 as follows:

"Fire hydrant" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."
 - (b) Adding a new Section 10 and renumbering existing Section 10 to Section 11.

"10. Fire Hydrant Use

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'A' and substituting Schedule 'A' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited as "Regional District of Nanaimo Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.08, 2006".

Introduced and read three time this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

SCHEDULE 'A'

DECOURCEY WATER USER RATES

1. Domestic Water Rates

- (a) Where a Consumer Supply Line serves a single dwelling unit:
 - i) Up to 0.9 cubic meters per day, \$0.54 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$1.08 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.62 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (b) Where a Consumer Supply Line supplies an apartment, condominium, duplex or other development servicing more than one unit:
 - i) Up to 0.9 cubic meters per day, \$0.54 per cubic meter.
 - ii) From 0.901 to 2.0 cubic meters per day, \$1.08 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.62 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (c) Despite Subsections (a) and (b), in the case of a residential dwelling unit in respect of which metered readings are, for any reason, not available, \$1.69 per day per dwelling unit.
- (d) Minimum rate is \$0.24 per day.

Chairperson

Deputy Administrator

SCHEDULE 'B'

LOCAL SERVICE AREA SERVICE CONNECTIONS

Installation and maintenance of water service lines inside property lines is the responsibility of the registered property owner.

Work on water service lines must not begin until the proper permits and authority have been obtained from the Regional District.

Quality of workmanship and materials are subject to approval by the Regional District before a service will be activated.

Devices installed by the Regional District (i.e., curb stops, water meters, service boxes) are the property of the Regional District. Unauthorized connections, operation of valves, etc. may result in service disconnection.

Service Connections – Sequence of Events

1. An applicant for a Water Service Connection must make the application and must not connect any parcel of land to the system except in accordance with the following requirements:
 - (a) The applicant must apply to the Regional District for a Water Service Connection in connection with an application for a building permit where applicable or, where no building permit is required, on the application form provided by the Regional District.
 - (b) Following the acceptance of the application by the Regional District, the property owner must excavate a trench from the building or structure to be served by the Water Service Connection to the Curb Stop and must prepare a pipe bedding and lay pipe in the trench, which pipe is to be left uncovered until the inspection by the Regional District under Subsection (d).
 - (c) The property owner must contact the Regional District office to arrange for an inspection appointment of the Curb Stop pipe bedding and pipe installed under Subsection (b) and must not cover the pipe with soil or other cover material until the work has been inspected and approved by the Regional District in accordance with Subsections (d) and (e) and Section 2.
 - (d) The Regional District Building Inspector is authorized to inspect the trenching, pipe bedding, cover material and pipe.
 - (e) Following satisfactory inspection, the property owner may connect the Consumer Supply Line to the System.
2. Following connection of the Consumer Supply Line to the System and provided that no leaks or problems are found following connection, the property owner may cover the pipe and backfill the trench.

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**

(a)	To existing service connections	\$ 580.00
(b)	To new service connections	\$ 1,000.00

2. **Reconnection**

Reconnection to any water service disconnected pursuant to this bylaw	\$ 100.00
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3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00

* Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ **Postal Code** _____

TELEPHONE: _____ **CELL:** _____ **FAX:** _____ **EMAIL:** _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. Applicant's initials _____

Utilities Department Use Only Below This Line

Permit Approved **Permit Denied** for the following reasons: _____

	Date: _____	Hydrant # _____	Permit # _____
<i>Manager of Utilities</i>			
Application Fee		(a) \$50.00	(11-__-__-98-00)
Damage Deposit		(b) \$500.00	(14-35-00-00-00)
Refund equals the Damage Deposit less,			
Less RDN inspection/maintenance fee (\$125)		(c) \$125.00	(11-__-__-98-00)
Less costs for any damages		(d) \$ _____	
Less water consumption at \$2.00/meter cubed			
Consumption m3 _____ x \$2.00 =		(e) \$ _____	
Amount to refund or invoice (b minus c+d+e)		\$ _____	(11-__-__-98-00)

Refund/Invoicing Approved by _____ Date: _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1172.06

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

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

1. The "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Bylaw No. 1172, 1999 is hereby amended by:
 - (a) Adding a new definition to Section 2 as follows:

"**Fire hydrant**" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."
 - (b) Adding a new Section 11 and renumbering existing Section 11 to Section 12.

"9. **Fire Hydrant Use**

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'A' and substituting Schedule 'A' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited for all purposes as "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.04, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

SCHEDULE 'A'

SAN PAREIL WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) Up to 1.00 cubic meters per day, \$0.55 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$1.10 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.65 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$2.20 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.75 per cubic meter.
- (b) Apartments, Duplexes, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) Up to 1.00 cubic meters per day, \$0.55 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$1.10 per cubic meter.
 - iii) From 2.01 to 3.00 cubic meters per day, \$1.65 per cubic meter.
 - iv) From 3.01 to 4.00 cubic meters per day, \$2.20 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.75 per cubic meter.
- (c) Minimum rate is \$27.90 per month (30 days).

.....
Chairperson

.....
Deputy Administrator

SCHEDULE 'B'

LOCAL SERVICE AREA SERVICE CONNECTIONS

Installation and maintenance of water service lines inside property lines is the responsibility of the registered property owner.

Work on water service lines must not begin until the proper permits and authority have been obtained from the Regional District.

Quality of workmanship and materials are subject to approval by the Regional District before a service will be activated.

Devices installed by the Regional District (i.e., curb stops, water meters, service boxes) are the property of the Regional District. Unauthorized connections, operation of valves, etc. may result in service disconnection.

Service Connections – Sequence of Events

1. An applicant for a Water Service Connection must make the application and must not connect any parcel of land to the system except in accordance with the following requirements:
 - (a) The applicant must apply to the Regional District for a Water Service Connection in connection with an application for a building permit where applicable or, where no building permit is required, on the application form provided by the Regional District.
 - (b) Following the acceptance of the application by the Regional District, the property owner must excavate a trench from the building or structure to be served by the Water Service Connection to the Curb Stop and must prepare a pipe bedding and lay pipe in the trench, which pipe is to be left uncovered until the inspection by the Regional District under Subsection (d).
 - (c) The property owner must contact the Regional District office to arrange for an inspection appointment of the Curb Stop pipe bedding and pipe installed under Subsection (b) and must not cover the pipe with soil or other cover material until the work has been inspected and approved by the Regional District in accordance with Subsections (d) and (e) and Section 2.
 - (d) The Regional District Building Inspector is authorized to inspect the trenching, pipe bedding, cover material and pipe.
 - (e) Following satisfactory inspection, the property owner may connect the Consumer Supply Line to the System.
2. Following connection of the Consumer Supply Line to the System and provided that no leaks or problems are found following connection, the property owner may cover the pipe and backfill the trench.

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**
 - (a) To existing service connections \$ 580.00
 - (b) To new service connections \$ 1,000.00
(Applicant to pay any additional costs)

 2. **Reconnection to any water service disconnected pursuant to this bylaw** \$ 100.00

 3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00
- * Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Application for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ Postal Code _____

TELEPHONE: _____ CELL: _____ FAX: _____ EMAIL: _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ DATE: _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. Applicant's initials _____

Utilities Department Use Only Below This Line

Permit Approved Permit Denied for the following reasons: _____

_____ Date: _____ Hydrant # _____ Permit # _____

Manager of Utilities

Application Fee (a) \$50.00 (11-__-98-00)

Damage Deposit (b) \$500.00 (14-35-00-00-00)

Refund equals the Damage Deposit less,

Less RDN inspection/maintenance fee (\$125) (c) \$125.00 (11-__-98-00)

Less costs for any damages (d) \$ _____

Less water consumption at \$2.00/meter cubed

Consumption m³ _____ x \$2.00 = (e) \$ _____

Amount to refund or invoice (b minus c+d+e) \$ _____ (11-__-98-00)

Refund/Invoicing Approved by _____ Date: _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1383.02

A BYLAW TO AMEND ENGLISHMAN RIVER
COMMUNITY WATER SUPPLY SERVICE
AREA RATES AND REGULATIONS
BYLAW NO. 1383, 2004

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

1. The "Englishman River Community Water Supply Service Area Rates and Regulations Bylaw No. 1383, 2004" is hereby amended by:
 - (a) Adding a new definition to Section 2 as follows:

"**Fire hydrant**" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."
 - (b) Adding a new Section 11 and renumbering existing Section 11 to Section 12.

"11. **Fire Hydrant Use**

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'A' and substituting Schedule 'A' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited as "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.02, 2006".

Introduced and read three time this 25th day of January, 2005.

Adopted this 25th day of January, 2005.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

ENGLISHMAN RIVER COMMUNITY WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) Up to 1.0 cubic meters per day, \$1.06 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$1.37 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.87 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$2.80 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$4.00 per cubic meter.
- (b) Apartments, Duplexes, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) Up to 1.0 cubic meters per day, \$1.06 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$1.37 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.87 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$2.80 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$4.00 per cubic meter.
- (c) Minimum rate is \$0.82 per day.

Chairperson

Deputy Administrator

SCHEDULE 'B'

LOCAL SERVICE AREA SERVICE CONNECTIONS

Installation and maintenance of water service lines inside property lines is the responsibility of the registered property owner.

Work on water service lines must not begin until the proper permits and authority have been obtained from the Regional District.

Quality of workmanship and materials are subject to approval by the Regional District before a service will be activated.

Devices installed by the Regional District (i.e., curb stops, water meters, check valve, service boxes) are the property of the Regional District. Unauthorized connections, operation of valves, etc., may result in service disconnection.

Service Connections – Sequence of Events

1. An applicant for a Water Service Connection must make the application and must not connect any parcel of land to the system except in accordance with the following requirements:
 - (a) The applicant must apply to the Regional District for a Water Service Connection in connection with an application for a building permit where applicable or, where no building permit is required, on the application form provided by the Regional District.
 - (b) Following the acceptance of the application by the Regional District, the property owner must excavate a trench from the building or structure to be served by the Water Service Connection to the curb stop and must prepare a pipe bedding and lay pipe in the trench, which pipe is to be left uncovered until the inspection by the Regional District under Subsection (d).
 - (c) The property owner must contact the Regional District office to arrange for an inspection appointment of the curb stop pipe bedding and pipe installed under Subsection (b) and must not cover the pipe with soil or other cover material until the work has been inspected and approved by the Regional District in accordance with Subsections (d) and (e) and Section 2.
 - (d) The Regional District Building Inspector is authorized to inspect the trenching, pipe bedding, cover material and pipe.
 - (e) Following satisfactory inspection, Regional District staff may connect the Consumer Supply Line to the System.
2. Following connection of the Consumer Supply Line to the System and provided that no leaks or problems are found following connection, the property owner may cover the pipe and backfill the trench.

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**

(a)	To existing servicing connections	\$ 580.00
(b)	To new service connections (Applicant to pay any additional costs)	\$ 1,000.00

2. **Reconnection**

Reconnection to any water service disconnected pursuant to this bylaw	\$ 100.00
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3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00

* Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ Postal Code _____

TELEPHONE: _____ CELL: _____ FAX: _____ EMAIL: _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ DATE: _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. Applicant's initials _____

Utilities Department Use Only Below This Line

Permit Approved Permit Denied for the following reasons: _____

	Date: _____	Hydrant # _____	Permit # _____
<i>Manager of Utilities</i>			
Application Fee		(a) \$50.00	(11-__-__-98-00)
Damage Deposit		(b) \$500.00	(14-35-00-00-00)
Refund equals the Damage Deposit less,			
Less RDN inspection/maintenance fee (\$125)		(c) \$125.00	(11-__-__-98-00)
Less costs for any damages		(d) \$ _____	
Less water consumption at \$2.00/meter cubed			
Consumption m3 _____ x \$2.00 =		(e) \$ _____	
Amount to refund or invoice (b minus c+d+e)		\$ _____	(11-__-__-98-00)

Refund/Invoicing Approved by _____ Date: _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1434.01

**A BYLAW AMEND MELROSE TERRACE
WATER LOCAL SERVICE AREA RATES
AND REGULATIONS BYLAW NO. 1434, 2005**

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

1. The "Melrose Terrace Water Local Service Area Rates and Regulations Bylaw No. 1434, 2005" is hereby amended by:
 - (a) Adding a new definition to Section 1 as follows:

"Fire hydrant" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes".
 - (b) Adding a new Section 11 and renumbering existing Section 11 to Section 12.

"11. Fire Hydrant Use

 - (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
 - (b) Fire Departments are exempt from this permitting process."
 - (c) Repealing Schedule 'A' and substituting Schedule 'A' attached hereto and forming part of this bylaw.
 - (d) Adding new Schedules 'C' and 'D' to this bylaw.
2. This bylaw may be cited for all purposes as the "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.01, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson

Deputy Administrator

SCHEDULE 'A'

MELROSE TERRACE WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) Up to 1.0 cubic meters per day, \$0.00 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$0.00 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$0.00 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$0.00 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$0.00 per cubic meter.
- (b) Apartments, Duplexes, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) Up to 1.0 cubic meters per day, \$0.00 per cubic meter.
 - ii) From 1.01 to 2.0 cubic meters per day, \$0.00 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$0.00 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$0.00 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$0.00 per cubic meter.
- (c) Minimum rate is \$0.97 per day.

Chairperson

Deputy Administrator

SCHEDULE 'B'

LOCAL SERVICE AREA SERVICE CONNECTIONS

Installation and maintenance of water service lines inside property lines is the responsibility of the registered property owner.

Work on water service lines must not begin until the proper permits and authority have been obtained from the Regional District.

Quality of workmanship and materials are subject to approval by the Regional District before a service will be activated.

Devices installed by the Regional District (i.e., curb stops, water meters, check valve, service boxes) are the property of the Regional District. Unauthorized connections, operation of valves, etc., may result in service disconnection.

Service Connections – Sequence of Events

1. An applicant for a Water Service Connection must make the application and must not connect any parcel of land to the system except in accordance with the following requirements:
 - (a) The applicant must apply to the Regional District for a Water Service Connection in connection with an application for a building permit where applicable or, where no building permit is required, on the application form provided by the Regional District.
 - (b) Following the acceptance of the application by the Regional District, the property owner must excavate a trench from the building or structure to be served by the Water Service Connection to the curb stop and must prepare a pipe bedding and lay pipe in the trench, which pipe is to be left uncovered until the inspection by the Regional District under Subsection (d).
 - (c) The property owner must contact the Regional District office to arrange for an inspection appointment of the curb stop pipe bedding and pipe installed under Subsection (b) and must not cover the pipe with soil or other cover material until the work has been inspected and approved by the Regional District in accordance with Subsections (d) and (e) and Section 2.
 - (d) The Regional District Building Inspector is authorized to inspect the trenching, pipe bedding, cover material and pipe.
 - (e) Following satisfactory inspection, Regional District staff may connect the Consumer Supply Line to the System.
2. Following connection of the Consumer Supply Line to the System and provided that no leaks or problems are found following connection, the property owner may cover the pipe and backfill the trench.

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1. **Connection Charges**

(a)	To existing servicing connections	\$ 580.00
(b)	To new service connections (Applicant to pay any additional costs)	\$ 1,000.00

2. **Reconnection**

Reconnection to any water service disconnected pursuant to this bylaw	\$ 100.00
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3. **Hydrant Use Fees**

Application fee payable on receipt of the application	\$ 50.00
Inspection and Maintenance fee	\$ 125.00
Damage deposit on RDN equipment*	\$ 500.00
Consumption charge per cubic meter	\$ 2.00

* Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDN Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDN staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ **Postal Code** _____

TELEPHONE: _____ **CELL:** _____ **FAX:** _____ **EMAIL:** _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. **Applicant's initials** _____

Utilities Department Use Only Below This Line

Permit Approved **Permit Denied** for the following reasons: _____

	Date: _____	Hydrant # _____	Permit # _____
<i>Manager of Utilities</i>			
Application Fee		(a) \$50.00	(11-__-__-98-00)
Damage Deposit		(b) \$500.00	(14-35-00-00-00)
Refund equals the Damage Deposit less,			
Less RDN inspection/maintenance fee (\$125)		(c) \$125.00	(11-__-__-98-00)
Less costs for any damages		(d) \$ _____	
Less water consumption at \$2.00/meter cubed			
Consumption m ³ _____ x \$2.00 =		(e) \$ _____	
Amount to refund or invoice (b minus c+d+e)		\$ _____	(11-__-__-98-00)

Refund/Invoicing Approved by _____ Date: _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1468.01

**A BYLAW TO AMEND NANOOSE BAY PENINSULA
WATER LOCAL SERVICE AREA RATES AND
REGULATIONS BYLAW NO. 1468, 2005**

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

1. The "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Bylaw No. 1468, 2005" is hereby amended by:

- (a) Adding a new definition to Section 2 as follows:

"Fire hydrant" means a device equipped with special threaded connections owned and maintained by the Regional District of Nanaimo within a highway, right of way, easement or on Regional District of Nanaimo property, connected to a water main to supply water for fire protection purposes."

- (b) Replacing the definition "Service Area" to Section 2 with the following:

"Service Area" means the Nanoose Bay Peninsula Water Local Service Area as established by "Nanoose Bay Peninsula Water Service Area Bylaw No. 867, 2005" as amended by Bylaw No. 867.01."

- (c) Adding a new Section 11 and renumbering existing Section 11 as Section 12.

"11. Fire Hydrant Use

- (a) Any requests for the use of a fire hydrant must be made by making application in the form as shown in Schedules 'C' and 'D' attached to this bylaw.
- (b) Fire Departments are exempt from this permitting process."
- (d) Repealing Schedule 'A and substituting Schedule 'A' attached hereto and forming part of this bylaw.
- (e) Adding new Schedules 'C' and 'D' to this bylaw.

2. This bylaw may be cited as "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.01, 2006".

Introduced and read three times this 24th day of January, 2006.

Adopted this 24th day of January, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

Chairperson:

Deputy Administrator

SCHEDULE 'A'

NANOOSE BAY PENINSULA WATER USER RATES

1. Domestic Water Rates

- (a) Private connections where one connection serves one unit:
 - i) Up to 0.9 cubic meters per day, \$0.54 per cubic meter.
 - ii) From .91 to 2.0 cubic meters per day, \$1.08 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.62 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (b) Apartments, Duplexes, Condominiums, Suites or Strata Title Units where one connection serves more than one unit:
 - i) Up to 0.9 cubic meters per day, \$0.54 per cubic meter.
 - ii) From 0.91 to 2.0 cubic meters per day, \$1.08 per cubic meter.
 - iii) From 2.01 to 3.0 cubic meters per day, \$1.62 per cubic meter.
 - iv) From 3.01 to 4.0 cubic meters per day, \$1.98 per cubic meter.
 - v) Over 4.01 cubic meters per day, \$2.35 per cubic meter.
- (c) Minimum rate is \$0.24 per day.
- (d) Schools – As per (b) above plus \$65.00 per billing period.
- (e) Commercial and Recreational Units – As per (b) above.
- (f) Unmetered fire lines, \$53.10 per billing period.

Chairperson

Deputy Administrator

SCHEDULE 'B'

LOCAL SERVICE AREA SERVICE CONNECTIONS

Installation and maintenance of water service lines inside property lines is the responsibility of the registered property owner.

Work on water service lines must not begin until the proper permits and authority have been obtained from the Regional District.

Quality of workmanship and materials are subject to approval by the Regional District before a service will be activated.

Devices installed by the Regional District (i.e., curb stops, water meters, check valve, service boxes) are the property of the Regional District. Unauthorized connections, operation of valves, etc., may result in service disconnection.

Service Connections – Sequence of Events

1. An applicant for a Water Service Connection must make the application and must not connect any parcel of land to the system except in accordance with the following requirements:
 - (a) The applicant must apply to the Regional District for a Water Service Connection in connection with an application for a building permit where applicable or, where no building permit is required, on the application form provided by the Regional District.
 - (b) Following the acceptance of the application by the Regional District, the property owner must excavate a trench from the building or structure to be served by the Water Service Connection to the curb stop and must prepare a pipe bedding and lay pipe in the trench, which pipe is to be left uncovered until the inspection by the Regional District under Subsection (d).
 - (c) The property owner must contact the Regional District office to arrange for an inspection appointment of the curb stop pipe bedding and pipe installed under Subsection (b) and must not cover the pipe with soil or other cover material until the work has been inspected and approved by the Regional District in accordance with Subsections (d) and (e) and Section 2.
 - (d) The Regional District Building Inspector is authorized to inspect the trenching, pipe bedding, cover material and pipe.
 - (e) Following satisfactory inspection, Regional District staff may connect the Consumer Supply Line to the System.
2. Following connection of the Consumer Supply Line to the System and provided that no leaks or problems are found following connection, the property owner may cover the pipe and backfill the trench.

Chairperson

Deputy Administrator

SCHEDULE 'C'

SERVICE CONNECTION AND FIRE HYDRANT USE FEES AND CHARGES

1.	Connection Charges	
	(a) To existing servicing connections	\$ 580.00
	(b) To new service connections (Applicant to pay any additional costs)	\$ 1000.00
2.	Reconnection	
	Reconnection to any water service disconnected Pursuant to this bylaw	\$ 100.00
3.	Hydrant Use Fees	
	Application fee payable on receipt of the application	\$ 50.00
	Inspection and Maintenance fee	\$ 125.00
	Damage deposit on RDN equipment*	\$ 500.00
	Consumption charge per cubic meter	\$ 2.00

*Note: The damage deposit will be returned to the applicant less any other noted charges.

Chairperson

Deputy Administrator

SCHEDULE 'D'

FIRE HYDRANT USE PERMITTING

1. Applications for a connection are to be made using the "Fire Hydrant Use Permit" Application form included as part of this schedule.
2. Fire Hydrant use will be approved at the sole discretion of the RDn Manager of Utilities.
3. Fire Hydrant use permits will only be considered for works or activities being carried out within the permit application Water Service Area.
4. Fire Hydrant Use will not be granted for the purposes of water resale.
5. Fire Hydrant connections and disconnections will be made by RDn staff only.
6. Regional District of Nanaimo Staff will determine the allowable flow rate for each permitted use.
7. The Regional District of Nanaimo retains the right to disconnect any connection at any time.



**UTILITIES DEPARTMENT
FIRE HYDRANT USE PERMIT
APPLICATION FORM**



APPLICANT'S NAME: _____

MAILING ADDRESS: _____ **Postal Code** _____

TELEPHONE: _____ **CELL:** _____ **FAX:** _____ **EMAIL:** _____

- This application is for use of the fire hydrant located at _____
- Anticipated for the period _____ to _____
- For the following uses: _____
- Project Description: _____
- RDN Water Service Area: _____

I understand and agree to the following:

- Application fee is \$50.00
- Fire hydrant use fee/deposit in the amount of \$500.00.
- The fire hydrant may not be used until this Permit has been issued and the RDN staff have installed backflow prevention devices.
- Fire hydrant use is restricted to only the above-noted uses that have been accepted by the Manager.
- The Applicant may not leave the hydrant and associated equipment unattended.
- The permit may be revoked by the RDN at any time, where deemed necessary.
- On completion the RDN will inspect and maintain the hydrant as required, deduct a \$125 fee, any repair costs and water consumption fees from the \$500 deposit, and refund/invoice the balance to the Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the *Local Government Act* and RDN bylaws. If you have any questions about this collection, contact the Manager of Utilities at 6300 Hammond Bay Road in Nanaimo or by phone at 390-6560. Personal information or business information submitted on this form is not considered to be supplied in confidence. **Applicant's initials** _____

Utilities Department Use Only Below This Line

Permit Approved **Permit Denied** for the following reasons: _____

_____ **Date:** _____ **Hydrant #** _____ **Permit #** _____

Manager of Utilities

Application Fee (a) **\$50.00** (11-__-__-98-00)

Damage Deposit (b) **\$500.00** (14-35-00-00-00)

Refund equals the Damage Deposit less,

Less RDN inspection/maintenance fee (\$125) (c) **\$125.00** (11-__-__-98-00)

Less costs for any damages (d) **\$** _____

Less water consumption at \$2.00/meter cubed

Consumption m3 _____ x \$2.00 = (e) **\$** _____

Amount to refund or invoice (b minus c+d+e) \$ (11-__-__-98-00)

Refund/Invoicing Approved by _____ **Date:** _____

Manager of Utilities

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE
REGIONAL GROWTH MONITORING ADVISORY COMMITTEE /
STATE OF SUSTAINABILITY PROJECT MEETING
HELD ON TUESDAY, NOVEMBER 29, 2005
IN THE COMMITTEE ROOM

Present:

Director Bill Holdom	Chair
Director Dave Bartram	Deputy Chair
Brian Anderson	
Gordon Buckingham	
Sylvia Neden	
Ross Peterson	
Adele McKillop	
Betty Collins	

Also in attendance:

Christina Thomas	Senior Planner, Community Services
Dolores Funk	Guest

Absent:

Janet Farooq
Douglas Anderson
Sharon Thomson

CALL TO ORDER

Director Holdom called the meeting to order at 5:40 PM.

MINUTES

The minutes from the previous meeting (Oct. 13/05) were approved as presented.

CORRESPONDENCE

a) Dr. Colleen McVeigh, Malaspina University College

C. Thomas distributed a letter the RDN received from Dr. Colleen McVeigh, a Malaspina University College professor, regarding an Anthropology class assignment about the sustainability of the area.

The RGMAC received the letter.

b) Margaret Henigman, Ministry of Environment

C. Thomas distributed a letter the RDN received from Maggie Henigman, Ministry of Environment, that provides responses to a series of questions posed by RGMAC members Ross Peterson and Gordon Buckingham to Ministry staff.

R. Peterson highlighted the following key findings described in the letter: [1] it appears that the Ministry does not have a lot of data in its files that is suitable for the RDN Sustainability Report; [2] the federal Ecological Monitoring and Assessment Network (EMAN) program might be a resource for the RDN Sustainability Project; and [3] the Ministry is not likely to have programs to collect data for the indicators to be used in the RDN Sustainability Report. R. Peterson committed to obtaining more information about the EMAN program to determine if it might be a suitable resource for the RDN Sustainability Report.

Director Holdom suggested that one possible use of New Deal funding to be provided to local governments is the acquisition of better data about topics such as air quality, water quality, and aquifers.

The RGMAC received the letter.

OLD BUSINESS

a) Indicator S9 – Number of, Participation in, Recreational and Cultural Programs Offered by Local Government and Post Secondary Institutions

C. Thomas distributed the data recently received from the City of Nanaimo regarding use of City recreation programs, arenas and swimming pools.

The RGMAC received the information.

NEW BUSINESS

a). Sustainability Report – November 24, 2005 Working Draft of Report

C. Thomas described the process she is using to develop the Sustainability Report. The process involves assembling pertinent indicator data, researching the indicators, reviewing RGMAC member input regarding directional statements for each indicator and answers to the question ‘Why is this indicator important to our sustainability?’, drafting text, soliciting technical advice about the text from people who are more directly involved with the data matter or who have a professional responsibility related to the data matter, and refining the text into a finished product.

C. Thomas outlined the Sustainability Project deliverables for 2006. She stated that the following work is scheduled to be completed in 2006: a technical report about the sustainability of the region in the Spring of 2006, a shorter report about the sustainability of the region based on the technical report to be complete by the end of the summer of 2006, and the organization and conduct of the second public event in the fall of 2006.

In order to increase the efficiency of Project work and enhance the ability of the Committee to complete the 2006 Project deliverables, C. Thomas proposed that a complete first draft of the Sustainability Report be developed by staff between December of 2005 and March of 2006, and that the RGMAC reconvene after that time to review the Report. C. Thomas suggested that RGMAC feedback regarding the assessment of progress regarding each indicator and each sustainability characteristic would be helpful. C. Thomas stated that RGMAC input regarding the content and appearance of the shorter report about the sustainability of the region that is to be distributed to every household in the region would also be helpful, that the RDN Communications Coordinator is anticipated to play a key part of the creation of the short report, and that the RDN Communications Coordinator could be invited to attend future RGMAC meetings to discuss the development of the short report. The RGMAC concurred with this proposal.

b) Indicators for Sustainability Characteristic “The Air is Clean and Safe to Breathe, and Greenhouse Gases are Minimized”

C. Thomas stated that Ross Peterson has suggested that an additional indicator – PM₁₀ – be used to report about regional air quality in the Sustainability Report, if necessary.

C. Thomas shared information from the document “Provincial Health Officer’s Annual Report 2003: Air Quality in British Columbia, a Public Health Perspective” supports the use of the existing two indicators (ground level ozone and PM_{2.5}) for reporting about regional air quality.

C. Thomas stated that she requested advice from Ministry of Environment staff regarding the most appropriate air quality indicators for the region, and anticipates that a response is forthcoming.

c) Indicators for Sustainability Characteristic “There is a Safe, Sufficient Supply of Water for Living Beings and Uses”

C. Thomas stated that Ross Peterson has undertaken some initial research regarding the additional indicator “domestic drinking water quality”, as requested by the RGMAC at the October 13, 2005 meeting.

R. Peterson stated that a substantial amount of work would be required to obtain domestic drinking water quality data given that there are over 30 drinking water suppliers in the region and the RDN only supplies drinking water to about 3,000 of the 55,000 households in the region.

R. Peterson indicated that he would pursue an alternative source of information about the topic – historical data regarding domestic boil water advisories in the region from the Vancouver Island Health Authority.

R. Peterson suggested that the Sustainability Report highlight the need for additional work to be undertaken regarding the collection and analysis of data about domestic drinking water quality. The RGMAC concurred, and noted that domestic drinking water quality is of great interest to residents.

d) Title of Sustainability Report

B. Anderson suggested that the Sustainability Report include, as a part of its title, the words “Prospering Today? Protecting Tomorrow?” or “Prospering Today! Protecting Tomorrow!”.

S. Neden described a possible method of marketing the State of Sustainability Project using a Harry Potter theme.

The RGMAC requested that the words “Prospering Today, Protecting Tomorrow” be used in the title for the Sustainability Report on an interim basis, and potentially on a permanent basis.

e) Canada BC Environmental Farm Planning Program & Agriculture

S. Neden suggested that the RGMAC recommend to the RDN Board that it endorse the Canada BC Environmental Farm Planning Program since it provides a method of identifying and addressing environmental risks associated with agricultural activities.

The RGMAC unanimously passed the following resolutions:

That the RDN Board be requested to invite the BC Agriculture Council to deliver a brief presentation about the Canada-BC Environmental Farm Program to the RDN Board.

That the RDN Board be requested to direct staff to investigate and report to the RDN Board about a possible role for the RDN in supporting the Canada-BC Environmental Farm Program.

S. Neden distributed the following documents for Committee perusal:

- Planning Workbook: The Canada BC Environmental Farm Planning Program;
- Strategic 5 Year Growth and Development Plan for Small Lot Agriculture;
- Small Lot Agricultural Industry Development Fund Project Plan; and
- Report on Industry Workshops on Small Lot / Small Scale Agriculture.

f) New Deal for Cities and Communities Funding

G. Buckingham expressed concern about the degree of wastewater treatment in the region (i.e. primary versus secondary versus tertiary), and the use of the indicator “quality of biosolids from wastewater treatment plants” as the sole Sustainability Report indicator to assess whether liquid waste is being treated and disposed using environmentally sound methods.

G. Buckingham suggested that the RDN Board should allocate funds received from the New Deal for Cities and Communities to increase the level of liquid waste treatment (i.e. from primary to secondary or tertiary) in the region and to expand liquid waste treatment to other areas.

G. Buckingham asked about how matters that are not addressed by specific indicators can be brought forward.

C. Thomas stated that the Sustainability Report will identify the limitations of the indicators to assess the sustainability of the region. C. Thomas stated that the RGMAC will have an opportunity, once the Sustainability Report is complete, to make recommendations regarding work that should be undertaken to make the region more sustainable. C. Thomas indicated that this work may include the identification of topics for which more information is required. C. Thomas stated that the RDN Board is considering the use of New Deal for Cities and Communities funds for wastewater treatment plant improvements.

NEXT MEETINGS

The next meeting will be conducted once a complete draft of the Sustainability Report is finished.

ADJOURNMENT

Director Holdom adjourned the meeting at 8:45 PM.

Chair, Director Bill Holdom



Minutes for the Meeting held:
Thursday, November 17, 2005 @ 1:30 PM
Regional District of Nanaimo –Committee Room
6300 Hammond Bay Road, Nanaimo, BC

Present:

- Andrew Tucker, Nanaimo
- Blaine Russell, Parksville
- Paul Butler, Qualicum Beach
- John Finnie, RDN
- Bob Lapham, RDN
- Christina Thomas, RDN
- Neil Connelly, RDN

Absent:

- Ian Howat / Pam Shaw,
Lantzville
- Brent Mueller, MCS

Item

1. **Call to order.**

N. Connelly called the meeting to order at 1:30 PM.

C. Thomas stated that P. Shaw had originally indicated that she would be in attendance at the meeting, but was now unable to attend because of a missed ferry.

B. Russell introduced himself as a new representative for the City of Parksville.

N. Connelly asked the participants if there were any additional topics that should be discussed at the meeting. The topic of forest resource lands zoning was added to the agenda.

2. **Minutes from Previous Meeting**

The IAC received the minutes from the previous meeting (July 19/05) as presented.

3. **Old Business**

a) Urban Containment Implementation Agreement

C. Thomas reviewed previous work on the Agreement, as follows:

- on June 28, 2005 the RDN Board received the Agreement, directed staff to consult with the public about the Agreement, and directed staff to refer the Agreement to the RDN member municipalities for information at the commencement of the public consultation;
- public input was solicited about the Agreement pursuant to the staff report considered by the Board on June 28, 2005, and that the public feedback was provided to the Board for consideration in August of 2005;
- on August 23, 2005 the RDN Board referred the Agreement back to staff for further review.

C. Thomas distributed copies of the staff reports considered by the Board at the June 28th and August 23rd meetings and excerpts of the minutes for those meetings that pertain to the Agreement.

C. Thomas distributed copies of the September 2005 legal opinion about the Agreement, and stated that the legal opinion indicates that the Agreement is generally legally sound and could benefit from several relatively minor adjustments. The IAC concurred that the RDN solicitor should be requested to amend the Agreement as recommended in the legal opinion.

C. Thomas committed to requesting the RDN solicitor to make amendments to the Agreement as recommended in the legal opinion and to providing an opportunity for the IAC to review and discuss the amended Agreement at another meeting early in 2006, prior to making a decision about whether the Agreement is in a suitable form to provide to the RDN Board for reconsideration.

N. Connelly committed to contacting District of Lantzville staff to determine if the District has any

issues with the Agreement.

b) District of Lantzville Regional Context Statement (RCS)

C. Thomas stated that on September 20, 2005 the RDN Board accepted the Regional Context Statement for the District of Lantzville and directed staff to report back about a process to make the Regional Growth Strategy consistent with the District of Lantzville OCP through changes to the RGS and the District of Lantzville Regional Context Statement.

C. Thomas stated that RDN Regional Growth Management Services staff will be developing terms of reference in 2006 for a process to achieve consistency between the Regional Growth Strategy and the District of Lantzville OCP.

C. Thomas asked if the IAC would like an opportunity to review and discuss the terms of reference prior to RDN Regional Growth Management Service staff submitting them to the RDN Board for consideration. The IAC confirmed that it would like such an opportunity, and C. Thomas committed to ensuring an IAC meeting was convened for this purpose.

4. New Business

a) State of Sustainability Project

C. Thomas provided an update about the Project, as follows:

- work is underway on the third of the six Project deliverables, a report about the sustainability of the region;
- the report will be based on a set of sustainability indicators chosen by the RDN Board;
- the goal is to complete the report in the Spring of 2006, so that the fourth Project deliverable, a public workshop to discuss the report and what should be done to make the region more sustainable, can be conducted in the Fall of 2006;
- a team of technical advisors is being assembled to provide comments on various aspects of the report.

A. Tucker suggested that Rob Lawrance, Environmental Planner, City of Nanaimo, be added to the list of technical advisors for the report.

b) Green Buildings Project

C. Thomas updated the Committee about the Project, as follows:

- the purposes of the project are to gain a basic knowledge about green buildings and to make a decision about future RDN work to help increase the number of green buildings in the region;
- the first component of the Project, a tour of green buildings for elected officials and staff and a report to the Board about the tour, was completed in July of 2005;
- the second component of the Project, a research report about local government green building programs, was received by the RDN Board in October of 2006;
- the final Project deliverable, a report with recommendations regarding work the RDN could undertake to increase the number of green buildings in the region, is scheduled to be submitted to the RDN Board in January of 2006.

C. Thomas distributed copies of the second Project deliverable report, and indicated that all Project reports are available for public review on the RDN web site.

c) Best Practices Brochure for Regional Growth Strategy – Nodal Development

C. Thomas updated the Committee about the Project, as follows:

- the RDN contracted Smart Growth BC to prepare an explanatory brochure about nodal development, to supplement the Regional Growth Strategy;
- the contract requires Smart Growth BC to prepare a brochure of at least 10 pages about various specific topics related to nodal development, to provide 1000 printed copies of the brochure to the RDN, and to provide an electronic version of the document suitable for posting on the RDN

web site and obtaining additional printed copies. The work is scheduled to be complete by the end of January of 2006;

- the brochure is intended to be useful for RDN and member municipality staff in discussing nodal development proposals with prospective applicants and residents;
- an opportunity will be provided for IAC members to review and comment on a draft of the brochure in December of 2005.

C. Thomas circulated an extract from the Request for Proposals for the assignment that delineates the topics to be addressed in the brochure.

d) *Forest Resource Lands Zoning*

B. Lapham stated that the RDN Board is considering zoning and OCP bylaws to increase the minimum permitted parcel size to 50 hectares for forestry lands in the RGS as Resource Lands and Open Space designation in electoral areas.

B. Lapham stated the Ministry of Community Services has not approved the subject OCP bylaws because of Provincial Crown concerns regarding the limitation of future non-forestry development opportunities and the impact that might have on their ability to sell the land.

B. Lapham indicated that discussions are underway regarding an appropriate method to address these concerns.

5. Adjournment.

N. Connelly adjourned the meeting at 2:45 PM.

Chair, N. Connelly