

REGIONAL DISTRICT OF NANAIMO

**BOARD MEETING
TUESDAY, MARCH 28, 2006
(immediately following the Regional Hospital District meeting)**

(RDN Board Chambers)

A G E N D A

PAGES

1. **CALL TO ORDER**
SPECIAL PRESENTATION
Ron Cantelon, MLA.
2. **DELEGATIONS**
John New, re Manufactured Home Policy.
3. **BOARD MINUTES**
15-25 **Minutes of the Board meeting held February 28, 2006.**
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26 **Sandra Keddy, Town of Qualicum Beach, re Bunker Place Rezoning Petition.**
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BYLAWS
For Adoption.
Bylaw No. 1124.05 – Surfside Sewer Local Service Area Bylaw – Ally - 968 Surfside Drive – Area G. (All Directors – One Vote)
Bylaw No. 889.41 – Northern Community Sewer Local Service Area Bylaw – Ally – 968 Surfside Drive – Area G. (All Directors – One Vote)
Bylaw No. 890.03 – Municipal Benefiting Area (Parksville) Amendment Bylaw - Amendment to the Municipal Participating Area in the City of Parksville – Northern Community Sewer Service. (All Directors – One Vote)

Bylaw No. 991.02 - Nanoose Bay Fire Protection Service Area Purpose Amendment Bylaw – Area E. (All Directors – One Vote)

Bylaw No. 1021.06 - Pacific Shores Sewer Local Service Area Amendment Bylaw - Inclusion of Two Properties into the Pacific Shores Sewer Local Service Area – Area E. (All Directors – One Vote)

Bylaw No. 889.39 - Northern Community Sewer Service Area Boundary Amendment Bylaw - Inclusion of Two Properties into the Pacific Shores Sewer Local Service Area – Area E. (All Directors – One Vote)

27-29 **Bylaw No. 500.329** – Land Use and Subdivision Bylaw Amendment Bylaw No. 500.329 – Amendment Application No. ZA0520 – Scouts Canada – Windsor Rowe on behalf of Scouts Canada – Camp Douglas – Despard Avenue – Area G.

Public Hearing and Third Reading.

30-41 Report of the Public Hearing held March 8, 2006 with respect to Land Use and Subdivision Amendment Bylaw No. 500.323 – Amendment Application ZA0510 – Cedar Estates – Cedar and Hemer Roads – Area A. (Electoral Area Directors except EA ‘B’ – One Vote)
(Written submissions may be viewed at the RDN Administration Building)

7. STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

42-45 Minutes of the Electoral Area Planning Committee meeting held March 14, 2006. (for information)

COMMUNICATION/CORRESPONDENCE

Rich Coleman, Minister of Forests and Range and Minister Responsible for Housing, re Manufactured Home Park Tenancy. (Electoral Area Directors except EA ‘B’ – One Vote)

That the correspondence from the Honourable Rich Coleman regarding the adequacy of compensation currently provided for manufactured home owners be received for information.

PLANNING

AMENDMENT APPLICATIONS

Amendment Application ZA0524 – Ainsley Foster on behalf of Laverne Kilner – Schoolhouse Road – Area A. (Electoral Area Directors except EA ‘B’ – One Vote)

1. That the minutes of the Public Information Meeting held on February 27, 2006, be received.

2. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006" to rezone the properties legally described as Lot 1, Plan 19938, and Lot 1, Plan 22021, all of Section 13, Range 7, Cranberry District from Residential 2 Subdivision District 'F' (RS2F) to Comprehensive Development 33 (CD33) to allow the industrial use of the property be given 1st and 2nd reading.
3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006" be approved to proceed to Public Hearing subject to the conditions identified in Schedule 1.
4. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006," be delegated to Director Burnett or his alternate.

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60601 – Gibson –343 Horne Lake Road - Area H. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DP Application No. 60601.

That Development Permit Application No. 60601 to allow the development of a house and footbridge on the property with variances to the side lot line setbacks and the watercourse setbacks at 343 Horne Lake Road be approved according to the terms outlined in Schedule No. 1 and subject to the Board's consideration of comments received as a result of public notification.

Development Permit Application No. 60608 – Jill Maibach – 2093 South Wellington Road – Area A. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DP Application No. 60608.

That Development Permit No. 60608 to allow for the construction of one fascia sign be approved according to the terms outlined in Schedule No. 1 and subject to the Board's consideration of the comments received as a result of public notification.

Development Permit Application No. 60610 – McKinnon/Jorgensen – 2377 Higginson Road - Area E. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DP Application No. 60610.

That Development Permit Application No. 60610 with variances be approved according to the terms outlined in Schedule No. 1 as amended, subject to consideration of the comments received as a result of public notification.

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90602 – Rondeau/Jorgenson – 3437 Redden Road – Area E. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DVP Application No. 90602.

That Development Variance Permit Application No. 90602 to increase the maximum dwelling unit height from 8.0 metres to 12.9 metres for a dwelling at 3437 Redden Road be denied, subject to the Board's consideration of the comments received as a result of public notification.

Development Variance Permit Application No. 90603 – Johansen – 2542 Pylades Drive – Area A. (Electoral Area Directors except EA 'B' -- One Vote)

Delegations wishing to speak to DVP Application No. 90603.

That Development Variance Permit Application No. 90603 to relax the interior side and front lot line setbacks to allow an addition to a dwelling at 2542 Pylades Drive be approved according to the terms outlined in Schedule No. 1, and subject to the Board's consideration of comments received as a result of public notification.

Development Variance Permit Application No. 90604 – MacArthur – 2440 Schirra Drive – Area E. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DVP Application No. 90604.

That Development Variance Permit Application No. 90604 to relax the interior side lot line setback from 2 m to 1.15 m for a dwelling at 2440 Schirra Drive be approved according to the terms outlined in Schedule No. 1, and subject to the Board's consideration of comments received as a result of public notification.

Development Variance Permit Application No. 90605 – Oceanside Storage Ltd. – 1270 Alberni Highway – Area F. (Electoral Area Directors except EA 'B' -- One Vote)

Delegations wishing to speak to DVP Application No. 90605.

That Development Variance Permit Application No. 90605 be approved according to the terms contained in Schedule No. 1, subject to the Board's consideration of comments received as a result of public notification.

Development Variance Permit Application No. 90606 – Allen and Parker – 2933 Dolphin Drive – Area E. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to DVP Application No. 90606.

That Development Variance Permit Application No. 90606 for a new dwelling at 2933 Dolphin Drive be approved to relax the exterior side lot line setback and maximum dwelling unit height according to the terms of Schedule No. 1, subject to Board consideration of comments received as a result of the notification of the adjacent property owners/occupiers.

OTHER

Manufactured Home Park Tenant Relocation Policy. (Electoral Area Directors except EA 'B' - One Vote)

That the Manufactured Home Park Redevelopment Policy attached as Schedule No. 1 in the staff report be approved.

Sustainability Checklist. (Electoral Area Directors except EA 'B' - One Vote)

That staff be directed to look at the Sustainability Checklist for rezoning and development permit applications used by Port Coquitlam and that a report be prepared for the Board's consideration on the feasibility of using such a checklist as policy for use in the RDN Electoral Areas.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

- 46-57 Minutes of the Committee of the Whole meeting held March 14, 2006. (for information)

COMMUNICATIONS/CORRESPONDENCE

Dorothy Sly, Canadian Federation of University Women, re Support of KAIROS Resolution to the RDN Board. (All Directors -- One Vote)

That the correspondence from the Canadian Federation of University Women regarding support of KAIROS water resolution be received for information.

ANNUAL BUDGET REPORT

- 58-69 Financial Plan (2006 to 2011) Bylaw No. 1474.01, Fairwinds Water Service Area Parcel Tax Rate Amendment Bylaw No. 1183.05; Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06; and Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483.

Financial Plan 2006 to 2011 Amendment Bylaw No. 1474.01. (All Directors – Weighted Vote)

Parcel Tax Rate Bylaws No. 1180.06, 1181.06, 1182.06, 1183.05, 1184.06, 1185.06, 1186.06, 1187.06, 1188.06, 1189.06, 1190.05, 1191.06, 1192.06, 1193.06, 1194.06, 1206.05, 1336.03, 1371.02, 1481, 1482 and 1483.

Bylaw No. 1180.06 (All Directors – One Vote)

1. *That “Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.06, 2006” be introduced and read three times.*
2. *That “Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.06, 2006” having received three readings be adopted.*

Bylaw No. 1181.06 (All Directors – One Vote)

1. *That “Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.06, 2006” be introduced and read three times.*
2. *That “Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.06, 2006” having received three readings be adopted.*

Bylaw No. 1182.06 (All Directors – One Vote)

1. *That “Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.06, 2006” be introduced and read three times.*
2. *That “Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.06, 2006” having received three readings be adopted.*

Bylaw No. 1184.06 (All Directors – One Vote)

1. *That “French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.06, 2006” be introduced and read three times.*
2. *That “French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.06, 2006” having received three readings be adopted.*

Bylaw No. 1185.06 (All Directors – One Vote)

1. *That “French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.06, 2006” be introduced and read three times.*
2. *That “French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.06, 2006” having received three readings be adopted.*

Bylaw No. 1186.06 (All Directors – One Vote)

1. That "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.06, 2006" be introduced and read three times.
2. That "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.06, 2006" having received three readings be adopted.

Bylaw No. 1187.06 (All Directors – One Vote)

1. That "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.06, 2006" be introduced and read three times.
2. That "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.06, 2006" having received three readings be adopted.

Bylaw No. 1188.06 (All Directors – One Vote)

1. That "Nanoose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.06, 2006" be introduced and read three times.
2. That "Nanoose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.06, 2006" having received three readings be adopted.

Bylaw No. 1190.05 (All Directors – One Vote)

1. That "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.05, 2006" be introduced and read three times.
2. That "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.05, 2006" having received three readings be adopted.

Bylaw No. 1191.06 (All Directors – One Vote)

1. That "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.06, 2006" be introduced and read three times.
2. That "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.06, 2006" having received three readings be adopted.

Bylaw No. 1192.06 (All Directors – One Vote)

1. That "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.06, 2006" be introduced and read three times.
2. That "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.06, 2006" having received three readings be adopted.

Bylaw No. 1193.06 (All Directors – One Vote)

1. That “*Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.06, 2006*” be introduced and read three times.
2. That “*Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.06, 2006*” having received three readings be adopted.

Bylaw No. 1194.06 (All Directors – One Vote)

1. That “*West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.06, 2006*” be introduced and read three times.
2. That “*West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.06, 2006*” having received three readings be adopted.

Bylaw No. 1206.05 (All Directors – One Vote)

1. That “*Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.05, 2006*” be introduced and read three times.
2. That “*Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.05, 2006*” having received three readings be adopted.

Bylaw No. 1336.03 (All Directors – One Vote)

1. That “*Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.03, 2006*” be introduced and read three times.
2. That “*Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.03, 2006*” having received three readings be adopted.

Bylaw No. 1371.02 (All Directors – One Vote)

1. That “*Englishman River Community Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.02, 2006*” be introduced for first three readings.
2. That “*Englishman River Community Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.02, 2006*” having received three readings be adopted.

Bylaw No. 1481 (All Directors – One Vote)

1. That “*Nanoose Bay Peninsula Water Supply Service Area Parcel Tax Rate Bylaw No. 1481, 2006*” be introduced for first three readings.
2. That “*Nanoose Bay Peninsula Water Supply Service Area Parcel Tax Rate Bylaw No. 1481, 2006*” having received three readings be adopted.

Bylaw No. 1482 (All Directors – One Vote)

1. That "Melrose Terrace Water Supply Service Area Parcel Tax Rate Bylaw No. 1482, 2006" be introduced for first three readings.
2. That "Melrose Terrace Water Supply Service Area Parcel Tax Rate Bylaw No. 1482, 2006 having received three readings be adopted.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Water Resolution. (All Directors – One Vote)

WHEREAS March 22 is World Water Day;

AND WHEREAS one in six people in the world do not have access to clean drinking water;

AND WHEREAS the UN Conference on Water in 1977 in Mar del Plata affirmed the right of all persons to access clean drinking water in order to satisfy their fundamental needs;

AND WHEREAS current World Bank loans for water services in developing countries frequently require the privatization of those services or an increase in water prices, thereby jeopardizing citizens' access to safe drinking water;

AND WHEREAS on September 11, 2005 the Board of Directors of the Federation of Canadian Municipalities passed a resolution calling on the federal government "to urge the World Bank to ensure access to clean, affordable water for the world's poor, and strengthen the role of the public sector and individual communities in setting water policies and delivering and regulating water services";

AND WHEREAS "KAIROS Canadian Ecumenical Justice Initiatives" has asked Canadian municipalities to assist in its effort to have the federal government recognize water as a common good and access to drinking water as a basic human right;

AND WHEREAS 105 municipalities to date all across Canada have supported this initiative;

AND WHEREAS the Regional District of Nanaimo has acknowledged the importance of public control of its own water systems;

BE IT RESOLVED that the Regional District of Nanaimo ensure access to clean, safe water for all, now and for future generations by supporting publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life.

AND BE IT RESOLVED that the Regional District of Nanaimo call on the Government of British Columbia, provincially, nationally and internationally to

support publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life.

AND BE IT FURTHER RESOLVED that the Regional District of Nanaimo call on the Government of Canada, nationally and internationally, to support publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life and oppose measures in federal, bilateral or multilateral agreements and policies that promote the privatization of water services.

COMMUNITY SERVICES

Request for the Use of Regional District Property. (All Directors – One Vote)

That the Nanaimo Search and Rescue request for the use of RDN property be declined until an assessment of future Regional District space and land needs is undertaken and a longer term strategy for the use of the property is developed.

RECREATION AND PARKS

Electoral Area 'A' Recreation and Culture Service Delivery. (All Directors – One Vote)

That the Regional Board implement a Recreation and Cultural Master Plan process to better identify the recreation and cultural services that are required by Electoral Area 'A', and that the Terms of Reference for the project (Appendix 2 of the staff report) be approved.

Horne Lake Regional Park Operations Plan Update. (All Directors – Weighted Vote)

- 1. That the Memorandum of Understanding with Island Pacific Adventures Ltd. to provide for a 5 year operating agreement for Horne Lake Regional Park and for a potential longer term agreement, be approved.*
- 2. That the regional parks operations budget be adjusted as part of the final 2006 budget approval process, to provide for a \$33,000 tax requisition increase to allow for infrastructure expenditures at Horne Lake Regional Park.*

REGIONAL GROWTH MANAGEMENT

Canada – BC Environmental Farm Program. (All Directors – One Vote)

That the report about the Canada – BC Environmental Farm Program be received.

CORPORATE SERVICES

FINANCE

Bylaws to Complete the Borrowing of Funds for the Purchase of Mt. Benson Regional Park – Regional Parks Service Security Issuing Bylaw No. 1480 and Interim Financing (Regional Parks) Bylaw No. 1484. (All Directors – Weighted Vote)

1. *That “Regional District of Nanaimo (Regional Parks Service) Security Issuing Bylaw No. 1480, 2006” be introduced for three readings.*
2. *That “Regional District of Nanaimo Interim Financing (Regional Parks) Bylaw No. 1484, 2006” be introduced for three readings.*

ENVIRONMENTAL SERVICES

UTILITIES

Water Bill Adjustments Due to Leaks – Proposed Regulations and Rates Bylaw Amendments – Bylaws No. 619.13, 700.14, 1097.09, 1172.07, 1383.03, 1434.02 and 1468.02.

Bylaw No. 619.13 (All Directors – 2/3)

1. *That “Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.13, 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. 619.13, 2006” having received three readings be adopted.*

Bylaw No. 700.14 (All Directors – 2/3)

1. *That “Regional District of Nanaimo Surfside Properties Water Supply Specified Area Regulations and Rates Amendment Bylaw No. 700.14, 2006” be introduced for three readings.*
2. *That “Regional District of Nanaimo Surfside Properties Water Supply Specified Area Regulations and Rates Amendment Bylaw No. 700.14, 2006” having received three readings be adopted.*

Bylaw No. 1097.09 (All Directors – 2/3)

1. *That “Regional District of Nanaimo Decourcey Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1097.09, 2006” be introduced for three readings.*

2. That "Regional District of Nanaimo Decourcey Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1097.09, 2006" having received three readings be adopted.

Bylaw No. 1172.07 (All Directors – 2/3)

1. That "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.07, 2006" be introduced for three readings.
2. That "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.07, 2006" having received three readings be adopted.

Bylaw No. 1383.03 (All Directors – 2/3)

1. That Regional District of Nanaimo "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.03, 2006" be introduced for three readings.
2. That Regional District of Nanaimo "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.03, 2006" having received three readings be adopted.

Bylaw No. 1434.02 (All Directors – 2/3)

1. That Regional District of Nanaimo "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.02, 2006" be introduced for three readings.
2. That Regional District of Nanaimo "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.02, 2006" having received three readings be adopted.

Bylaw No. 1468.02 (All Directors – 2/3)

1. That Regional District of Nanaimo "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.02, 2006" be introduced for three readings.
2. That Regional District of Nanaimo "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.02, 2006" having received three readings be adopted.

Proposed Terms of Reference for the Drinking Water/Watershed Protection Stewardship Committee. (All Directors – One Vote)

That the Drinking Water/Watershed Protection Stewardship Committee Terms of Reference be approved.

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area 'E' Parks and Open Space Advisory Committee. (All Directors – One Vote)

That the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held February 6, 2006 be received for information.

Regional Parks and Trails Advisory Committee. (All Directors – One Vote)

That the minutes of the Regional Parks and Trails Advisory Committee meeting held February 21, 2006 be received for information.

Transit Business Plan Update Select Committee.

(All Directors – One Vote)

1. *That the minutes of the Transit Business Plan Update Select Committee meeting held March 2, 2006 be received for information.*
2. *That the Public Consultation Summary – District 69 Transit Proposal Report be received for information.*

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

3. *That the District 69 Transit Proposal – Final Report recommendations as outlined below be approved:*
 - (a) *That staff proceed to refine service changes for District 69 transit for implementation in July.*
 - (b) *That the 2006 requisitions be apportioned on the basis of 2005 service levels as outlined in the staff report.*
 - (c) *That staff work with the participants to amend the cost sharing formula for 2007 and subsequent years to provide for more certainty of costs over a period of time, a mechanism to allow notice of change requests to be planned for in a more systematic way and an opportunity for a participant to accept or reject a change in their service levels and cost structure.*
 - (d) *That any identifiable cost savings from the 2006 schedule changes be considered for retroactive adjustment to the participants in 2007 in recognition of no change in the cost apportionment formula for 2006.*

(All Directors – One Vote)

4. *That a letter be forwarded to BC Transit with a copy to the Minister, indicating that additional provincial funding assistance is required to provide for the required levels of transit service in the Regional District of Nanaimo.*

Intergovernmental Advisory Committee. (All Directors – One Vote)

That the minutes of the Intergovernmental Advisory Committee meeting held March 2, 2006 be received for information.

Emergency Preparedness Standing Committee. (All Directors – One Vote)

That the minutes of the Emergency Preparedness Standing Committee meeting held February 16, 2006 be received for information.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

8. ADMINISTRATOR'S REPORTS

- 70-71 Contract for Bird Control at Regional Landfill. (All Directors – Weighted Vote)
- 72-74 Greater Nanaimo Pollution Control Centre Biosolids Hauling and Beneficial Reuse Quote Results. (All Directors – Weighted Vote)
- 75-76 Request for Temporary Change to a Liquor Licence – Cassidy Inn – Area A. (All Directors – One Vote)
- 77-78 2006 Emergency Planning Program Funding Application. (All Directors – One Vote)
- 79-90 Floodplain Management Bylaw No. 1469. (Electoral Area Directors except EA 'B' – 2/3)
- Partners for Climate Protection Program Update. (Report to be circulated)

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

That pursuant to Section 90(1) (a) of the Community Charter the Board proceed to an In Camera meeting to consider items related to personnel issues.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, FEBRUARY 28, 2006, AT 7:04 PM IN THE
RDN BOARD CHAMBERS**

Present:

| | |
|-----------------------|------------------------|
| Director J. Stanhope | Chairperson |
| Director J. Burnett | Electoral Area A |
| Director B. Sperling | Electoral Area B |
| Director M. Young | Electoral Area C |
| Director G. Holme | Electoral Area E |
| Director L. Biggemann | Electoral Area F |
| Director D. Bartram | Electoral Area H |
| Director B. Johnston | City of Parksville |
| Alternate | |
| Director B. Avis | Town of Qualicum Beach |
| Director C. Haime | District of Lantzville |
| Director G. Korpan | City of Nanaimo |
| Director B. Bestwick | City of Nanaimo |
| Director D. Brennan | City of Nanaimo |
| Alternate | |
| Director J. Cameron | City of Nanaimo |
| Director L. McNabb | City of Nanaimo |
| Director B. Holdom | City of Nanaimo |

Also in Attendance:

| | |
|-------------|-------------------------------------|
| C. Mason | Chief Administrative Officer |
| B. Lapham | Deputy Administrator |
| N. Connelly | Gen. Mgr. of Community Services |
| J. Finnie | Gen. Mgr. of Environmental Services |
| N. Avery | Manager of Financial Services |
| M. Pearce | Manager of Administrative Services |
| N. Tonn | Recording Secretary |

BOARD MINUTES

MOVED Director McNabb, SECONDED Director Holdom, that the minutes of the regular Board meeting held January 24, 2006 and the special Board meeting held February 14, 2006 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Gord DeRosa, Regional District of Kootenay Boundary, re Voting Rules.

MOVED Director Holdom, SECONDED Director Bartram, that the correspondence from the Regional District of Kootenay Boundary regarding the non-resident election voting rights be received for information.

CARRIED

Andrew & Susan Dysart, re Development Permit Application No. 60604 – Dave Scott for 3536696 Canada Inc. – Area E.

MOVED Director Holme, SECONDED Director Bartram, that the correspondence from Andrew and Susan Dysart regarding Development Permit Application No. 60604 be received for information.

CARRIED

UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 500.308.

MOVED Director Young, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.308, 2005” be adopted.

CARRIED

Bylaw No. 500.324.

MOVED Director Holme, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.324, 2005” be adopted.

CARRIED

Public Hearing.

Report of the Public Information Meeting held February 6, 2006 with respect to Land Use and Subdivision Amendment Bylaw No. 500.323 – Amendment Application ZA0510 – Cedar Estates – Cedar and Hemer Roads – Area A.

MOVED Director Burnett, SECONDED Director Bartram, that the report of the third Public Information meeting containing the Summary of Minutes and Submissions of the Public Information Meeting held on February 6, 2006, for “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005” be received.

CARRIED

The Chairperson noted that a Public Hearing will be held on March 8, 2006 and encouraged Board members to attend.

Report of the Public Hearing held February 13, 2006 with respect to Land Use and Subdivision Amendment Bylaw No. 500.327 – Keith Brown & Associates on behalf of Nanaimo Mini Storage – 2180 South Wellington Road – Area A.

MOVED Director Burnett, SECONDED Director Biggemann, that the Report of Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held on February 13, 2006, on “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.327, 2006” be received.

CARRIED

MOVED Director Burnett, SECONDED Director Biggemann, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.327, 2006” be given 3rd reading and be referred to the Ministry of Transportation for approval pursuant to the *Highway Act*.

CARRIED

MOVED Director Burnett, SECONDED Director Biggemann, that the conditions, as outlined in Schedule No. 1, be secured and/or completed by the applicant to the satisfaction of the Regional District prior to consideration of adoption of Bylaw No. 500.327, 2006.

CARRIED

Report of the Public Hearing held February 16, 2006 with respect to Land Use and Subdivision Amendment Bylaw No. 500.329 – Zoning Amendment Application No. ZA0520 – Scouts Canada – Windsor Rowe on behalf of Scouts Canada – Camp Douglas – Despart Avenue – Area G.

MOVED Director Bartram, SECONDED Director Holme, that the Report of the Public Hearing containing the Summary of Minutes of the Public Hearing held on February 16, 2006, as a result of public notification of “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.329, 2006” be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.329, 2006” be given 3rd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the conditions, as outlined in Schedule No. 1, be secured and/or completed by the applicant to the satisfaction of the Regional District of Nanaimo prior to consideration of adoption of Bylaw No. 500.329, 2006.

CARRIED

Report of the Public Hearing held February 15, 2006 with respect to Land Use and Subdivision Amendment Bylaw No. 500.330 – Rondalyn Resort – 1350 Timberlands Road – Area C.

MOVED Director Young, SECONDED Director Bartram, that the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held February 15, 2006, on “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.330, 2006” be received.

CARRIED

MOVED Director Young, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.330, 2006” be given 3rd reading.

CARRIED

MOVED Director Young, SECONDED Director Bartram, that the conditions, as outlined in Schedule No. 1 be completed by the applicant to the satisfaction of the Regional District prior to consideration of adoption of Bylaw No. 500.330, 2006.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Sperling, that the minutes of the Electoral Area Planning Committee meeting held February 14, 2006 be received for information.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Amendment Application ZA0417 – Island Cash Buyers, on behalf of Integrated Land Management Bureau – Deep Bay Harbour – Area H.

MOVED Director Bartram, SECONDED Director Young, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.332, 2006” to rezone the property from Water 1 Subdivision District ‘Z’ (WA1Z) to Water 2 Subdivision District ‘Z’ (WA2Z) in order to recognize a number of existing marina uses on the property be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.332, 2006” be approved to proceed to Public Hearing.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the Public Hearing on “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.332, 2006” be delegated to Director Bartram or his alternate.

CARRIED

Amendment Application ZA0525 – Coulson – 161 Horne Lake Road – Area H.

MOVED Director Bartram, SECONDED Director Biggemann, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.328, 2006” to rezone the land from Residential 6 Subdivision District ‘D’ (RS6D) to Horne Lake Road Comprehensive Development Zone Subdivision District ‘Z’ (CD32Z) be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.328, 2006” be approved to proceed to Public Hearing, subject to the conditions identified in Schedule 1.

CARRIED

MOVED Director Bartram, SECONDED Director Biggemann, that the Public Hearing on “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.328, 2006” be delegated to Director Bartram or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60559 – John Gantner – 825 Flamingo Drive – Area G.

MOVED Director Bartram, SECONDED Director Holme, that Schedule 1 of Development Permit Application No. 60559 be amended to add the following:

“Section 219 Covenant

- f) At the applicant’s expense and to the satisfaction of the RDN, the applicant shall register on title a Section 219 covenant that saves the RDN harmless from any legal action or loss that may result from flooding, and includes the geotechnical report prepared for the property.”

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that Development Permit Application No. 60559, to allow the replacement of an existing dwelling with a new dwelling and vary the maximum dwelling unit height in the Residential 2 (RS2) zone from 8 metres to 9.5 metres, be approved according to the terms outlined in Schedule No. 1 as amended, and subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Permit Application No. 60602 – Gorenko – 721 Barclay Crescent North – Area G.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit Application No. 60602, to facilitate the replacement of an existing single-wide manufactured home with a double-wide manufactured home at 721 Barclay Crescent North, be approved according to the terms outlined in Schedule No. 1.

CARRIED

Development Permit Application No. 60604 – Dave Scott for 3536696 Canada Inc. – Area E.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit Application No. 60604, to site a new dwelling and vary the maximum dwelling unit height from 8 metres to 9.83 metres, be approved according to the terms outlined in Schedule No. 1 and subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Permit Application No. 60605 – Konitzki/Homes by Kimberley – 2590 La Selva Place – Area E.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit Application No. 60605 to allow for the construction of one single-dwelling unit and one accessory building be approved according to the terms outlined in Schedule No. 1.

CARRIED

OTHER

Request for Relaxation of the Minimum 10% Perimeter Requirement – Glencar Consultants Ltd., on behalf of T & M Gilchrist – Raines Road – Area A.

MOVED Director Bartram, SECONDED Director Burnett, that the request from Glencar Consultants, on behalf of the Gilchrists, to relax the minimum 10% frontage requirement for the proposed Remainder of Lot 1, as shown on the plan of subdivision of Lot 1, Section 18, Range 7, Cranberry District, Plan 20029 Except Parts in Plans 28748 and 28749 be approved subject to the conditions set out in Schedule No. 1.

CARRIED

Riparian Areas Regulation.

MOVED Director Bartram, SECONDED Director Burnett, that the Electoral Area Planning Committee receive this report for information.

CARRIED

Floodplain Management Bylaw No. 1469.

The Chairperson noted that this item has been referred back to staff.

Proposed Development Variance Permit, Development Permit with Variance and Floodplain Exemption Evaluation Guidelines.

MOVED Director Bartram, SECONDED Director Holme, that the Board rescind Policy B1.5 -- Development Variance Permit Application Evaluation Guidelines.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the Board endorse as a policy, the Development Variance Permit, Development Permit with Variance and Floodplain Exemption Application Evaluation Guidelines attached as Schedule No. 1 to the staff report.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Holdom, SECONDED Director Biggemann, that the minutes of the regular Committee of the Whole meeting held February 14, 2006 be received for information.

CARRIED

COMMUNITY SERVICES

EMERGENCY PLANNING

Expansion of Coombs Hilliers Department Rescue Boundary.

MOVED Director Biggemann, SECONDED Director Avis, that the Regional District support the request from the CIIFD to have PEP expand their current rescue boundary to the parking lot at Cathedral Grove.

CARRIED

Horne Lake Strata Corporation Application for Community Wildfire Protection Plan Provincial Funding.

MOVED Director Bartram, SECONDED Director Holme, that the Horne Lake Strata Corporation application for provincial funding under the Community Wildfire Protection Plan be approved, and that an agreement with the Strata Corporation be developed to provide assurance of payment of their project share.

CARRIED

RECREATION AND PARKS

Oceanside Tourism Association Agreement.

MOVED Director Holme, SECONDED Director Johnston, that the Service Agreement with the Oceanside Tourism Association for a term of three years beginning January 1, 2006 and ending on December 31, 2008, be approved.

CARRIED

MOVED Director Holme, SECONDED Director Sperling, that Director Holme be appointed to the Oceanside Tourism Association as the Board's representative.

CARRIED

CORPORATE SERVICES

ADMINISTRATION

Grants-in-Aid Policy.

MOVED Director Korpan, SECONDED Director Biggemann,:

1. That a maximum limit of \$5,000 be established for a grant in aid under this program.

2. That the process for grant requests exceeding \$5,000 as outlined in this report be added to the policy.
3. That Grant-in-Aid Policy A1.28 be approved as presented.

CARRIED

Vancouver Island Biosphere Request for Study Funding.

MOVED Director Biggemann, SECONDED Director Avis, that the Board approve raising from District 69 members, a one time grant-in-aid in the amount of \$8,350 for the preparation of a business plan for the Vancouver Island Biosphere Centre with terms and conditions as outlined in Alternative 1 of the staff report.

CARRIED

DEVELOPMENT SERVICES

ENGINEERING

Rural Streetlighting Local Service Area Boundary Amendment Bylaw No. 791.12 – Davenham Road – Area E.

MOVED Director Holme, SECONDED Director Bartram, that Lot 3, Plan VIP31921, DL 137, Nanoose District be included in the Rural Streetlighting Local Service Area.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that “Rural Streetlighting Local Service Area Boundary Amendment Bylaw No. 791.12, 2006” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

ENVIRONMENTAL SERVICES

UTILITIES

Water Leak Policy.

MOVED Director Holdom, SECONDED Director Brennan, that “Adjustment for Water Leak Policy D1.1 February 14, 2006” be approved.

CARRIED

Pump and Haul Local Service Area Amendment Bylaw No. 975.42 – 7463 Industrial Way – District of Lantzville.

MOVED Director Haime, SECONDED Director Brennan, that the boundaries of the RDN Pump and Haul Local Service Area Bylaw 975 be amended to include Lot 1, District Lot 85, Wellington District, Plan 15245. (Industrial Road in the District of Lantzville).

CARRIED

MOVED Director Haime, SECONDED Director Brennan, that “Regional District of Nanaimo Pump and Haul Local Service Area Amendment Bylaw No. 975.42, 2006” be read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area 'A' Parks and Green Spaces Advisory Committee.

MOVED Director Bartram, SECONDED Director McNabb, that the minutes of the Electoral Area 'A' Parks and Green Spaces Advisory Committee meetings held November 17, 2005 and January 19, 2006 be received for information.

CARRIED

Nanoose Bay Parks and Open Space Advisory Committee.

MOVED Director Holme, SECONDED Director Bartram, that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held November 7, 2005 be received for information.

CARRIED

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

MOVED Director Bartram, SECONDED Director Johnston, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held October 20, 2005 be received for information.

CARRIED

Electoral Area 'H' Parks and Open Space Advisory Committee.

MOVED Director Bartram, SECONDED Director Sperling, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held November 30, 2005 be received for information.

CARRIED

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Biggemann, that the minutes of the District 69 Recreation Commission meeting held November 17, 2005 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Johnston, that the RDN apply for funding from the Province of BC Olympic/Paralympic Live Sites Program for the Ravensong Aquatic Centre Wellness Centre addition.

CARRIED

MOVED Director Bartram, SECONDED Director Avis, that \$10,000 in funding be allocated in the Regional District of Nanaimo's Five Year Financial Plan for 2006 to provide conceptual designs and drawings and for cost estimates for the Wellness Centre addition at the Ravensong Aquatic Centre.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the RDN, City of Parksville, Town of Qualicum Beach and School District 69 prepare a joint proposal in 2006 to apply for funding from the Province of BC Olympic/Paralympic Live Sites Program for the development of a track and field facility in the Oceanside area.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the minutes of the District 69 Recreation Commission meeting held January 26, 2006 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Avis,:

1. That the Regional District participate in the City of Parksville and RDN Recreation and Parks reader board sign replacement project and grant application, and that \$10,000 from the District 69 Arena Function budget surplus be allocated in the 2006 Annual Budget for the Regional District's financial contribution to the reader board sign replacement project.
2. That the Regional District endorse the Active Communities Initiative by registering Oceanside as an Active Community in the 20% Physical Activity Challenge, and that staff coordinate and implement the initiative with community partners on behalf of Oceanside residents.

CARRIED

Transit Business Plan Update Select Committee.

MOVED Director Holdom, SECONDED Director McNabb, that the minutes of the Transit Business Plan Update Select Committee meeting held January 26, 2006 be received for information.

CARRIED

MOVED Director Holdom, SECONDED Director McNabb, that the report on the District 69 Transit proposal be received for information.

CARRIED

MOVED Director Holdom, SECONDED Director McNabb, that the District 69 Transit Services proposal be submitted to public consultation and considered subject to BC Transit's cost sharing commitment and final Board review as part of the 2006 annual budget approval process.

CARRIED

MOVED Director Holdom, SECONDED Director McNabb, that staff be directed to review the formula for the allocation of costs among the transit participants.

CARRIED

Grants-in-Aid Advisory Committee.

MOVED Director Young, SECONDED Director Brennan, that the minutes of the Grants-in-Aid Advisory Committee meeting held February 6, 2006 be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Qualicum Bay Arts & Cultural Centre.

MOVED Director Avis, SECONDED Director Holme, that the Board provide a letter of support in principle for the Qualicum Bay Arts and Cultural Centre project.

CARRIED

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Johnston, that the minutes of the District 69 Recreation Commission meeting held February 16, 2006 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Johnston,:

1. That the District 69 Recreation Grants Program criteria be amended to exclude requests for repairs, maintenance or capital improvements to community operated buildings or halls.
2. That staff develop a framework for providing facility based grants commencing in 2007, within the Electoral Area Community Parks function.

CARRIED

ADMINISTRATOR'S REPORTS

Contravention of Unsightly Premises Regulatory Bylaw No. 1073 – 1701 Morden Road – Area A.

MOVED Director Burnett, SECONDED Director McNabb, that should the property maintenance concerns not be rectified by February 28, 2006 pursuant to “Unsightly Premises Regulatory Bylaw No. 1073, 1996”, the Board direct the owner of the above noted property to remove from the premises, those items as set out in the attached resolution within fourteen (14) days, or the work will be undertaken by the Regional District's agents at the owner's cost.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Young, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 7:27 PM

The meeting reconvened at 7:56 PM.

Purchase Contract for Lands on Mt. Benson.

MOVED Director Bartram, SECONDED Director McNabb, that the Purchase Contract with Pennolan Company (Ontario) Limited and P.E. Reeve and Associates Limited for the acquisition of lands on Mount Benson for regional park purposes, be approved.

CARRIED

MOVED Director Bartram, SECONDED Director McNabb, that “Regional District of Nanaimo Regional Parks and Trails Service Loan Authorization Bylaw No. 1476, 2006” be given three readings and forwarded to the Ministry of Community Services for approval.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 7:59 PM

CHAIRPERSON

DEPUTY ADMINISTRATOR



RECEIVED

FEB 24 2006

**REGIONAL DISTRICT
of NANAIMO**

TOWN OF QUALICUM BEACH

INCORPORATED 1942

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

Telephone: (250) 752-6921

Fax: (250) 752-1243

E-mail: qbtown@qualicumbeach.com

Website: www.qualicumbeach.com

February 23, 2006

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

**ATTENTION: Paul Thompson
Senior Planner**

Dear Mr. Thompson

Re: Bunker Place Rezoning Petition

Please be advised that Council of the Town of Qualicum Beach reviewed your correspondence of December 23, 2005 in relation to the aforementioned, along with a staff report.

After some discussion the following motion was ratified by Council:

MOVED and **SECONDED** ... that staff be directed to advise the Regional District of Nanaimo and the Ministry of Transportation that further subdivision of properties in the Bunker Place area has minimal impact from the Town's perspective, except for properties adjacent to Yambury Road. The Town has made recent trail and greenway improvements to that portion of Yambury Road as well as the construction of water works facilities. Therefore, the Town has no plans to open this section of Yambury Road at this time and would not support any vehicle access from adjacent properties to facilitate further subdivision.

Should you require anything further, please do not hesitate to contact Paul Butler, Director of Planning at this office.

Yours truly

**S.J. (Sandra) Keddy
Corporate Administrator
Town of Qualicum Beach**

F:\letters\06\rdn3.sjk

File: 6530-01

C Paul Butler, Dir. of Planning



| REGIONAL DISTRICT OF NANAIMO | | | |
|------------------------------|--|--------|--|
| CHAIR | | GM Cms | |
| CAO | | GM ES | |
| DA CCD | | MoF | |
| MAR 20 2006 | | | |
| Board | | | |
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| | | | |
| | | | |

MEMORANDUM

TO: Robert Lapham
Deputy Administrator

DATE: March 20, 2006

FROM: Jason Llewellyn
Manager, Community Planning

FILE: 3360 30 0520

SUBJECT: Zoning Amendment Application No. ZA0520 – Scouts Canada
Windsor Rowe on behalf of Scouts Canada
Electoral Area 'G' – Camp Douglas - Despard Avenue

PURPOSE

To consider Bylaw 500.329, 2006, for adoption.

BACKGROUND

Bylaw No. 500.329, 2006, was introduced and given 1st and 2nd reading on January 24, 2006. This was followed by a Public Hearing on February 16, 2006, and 3rd reading by the Board on February 28, 2006. Bylaw No. 500.329, 2006, was then referred to the Ministry of Transportation and received approval on March 13, 2006.

The purpose of this amendment bylaw is to rezone the property legally described as Lot 1, District Lots 128 and 129, Nanoose District, Plan 2142 from Rural 1, Subdivision District 'D' (RU1D) to Recreation 1, Subdivision District 'D'(RC1D) to allow the use of the site for camping and recreation by the Scouts.

The Board required that the following conditions be met prior to considering the Bylaw for adoption:

- At the applicant's expense, the geotechnical report prepared by Lewkowich Geotechnical Engineering dated January 26th, 2005, and the addendum to that report dated December 16th, 2005, shall be registered on the Certificate of Title as a Section 219 Covenant prior to issuance of the building permit. This covenant must also indicate that the site is to be used only in accordance with the recommendations contained in the report.
- A Restrictive Covenant saving the Regional District of Nanaimo harmless from any action or loss that might result from hazardous conditions and acknowledging the flood risk associated with the existing construction and use of the property.
- Applicant to provide a copy of the access permit from the Ministry of Transportation.
- At the applicant's expense, and to the satisfaction of the Regional District, the applicant shall register on title a section 219 covenant restricting the use of the subject property to camping and other recreational uses associated with scouting, restricting development to the buildings and features shown on Attachment No. 2 (of Staff Report dated December 28, 2005), restricting vegetation disturbance and tree removal to only that required to accommodate the development outlined in Attachment No. 2, and requiring any sewage holding tank(s) on site to be flood proofed and emptied each fall or when required.

These conditions have been met. Therefore, staff presents Bylaw No. 500.329, 2006, to the Board for consideration of adoption.

ALTERNATIVES

1. To adopt Bylaw No. 500.329, 2006.
2. To not adopt Bylaw No. 500.329, 2006.

VOTING:

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

SUMMARY:

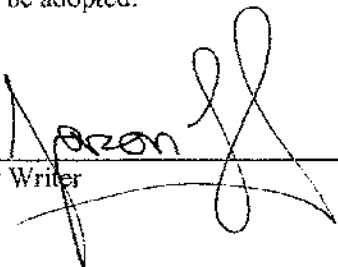
The purpose of Bylaw No. 500.329, 2006, is to rezone the subject property from Rural 1, Subdivision District 'D' (RU1D) to Recreation 1, Subdivision District 'D'(RC1D) to allow the use of the site for camping and recreation by the Scouts.

Bylaw No. 500.329, 2006, was introduced and given 1st and 2nd reading on January 24, 2006. This was followed by a Public Hearing on February 16, 2006, and 3rd reading on February 28, 2006. Bylaw No. 500.329, 2006, was then referred to the Ministry of Transportation and received approval on March 13, 2006.

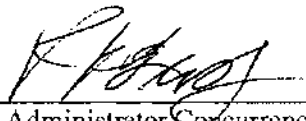
All the conditions required for approval have been met. Therefore, the following recommendation is provided for consideration by the Board.

RECOMMENDATION:

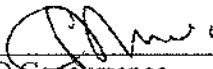
That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.329, 2006," be adopted.



Report Writer



Deputy Administrator Concurrence



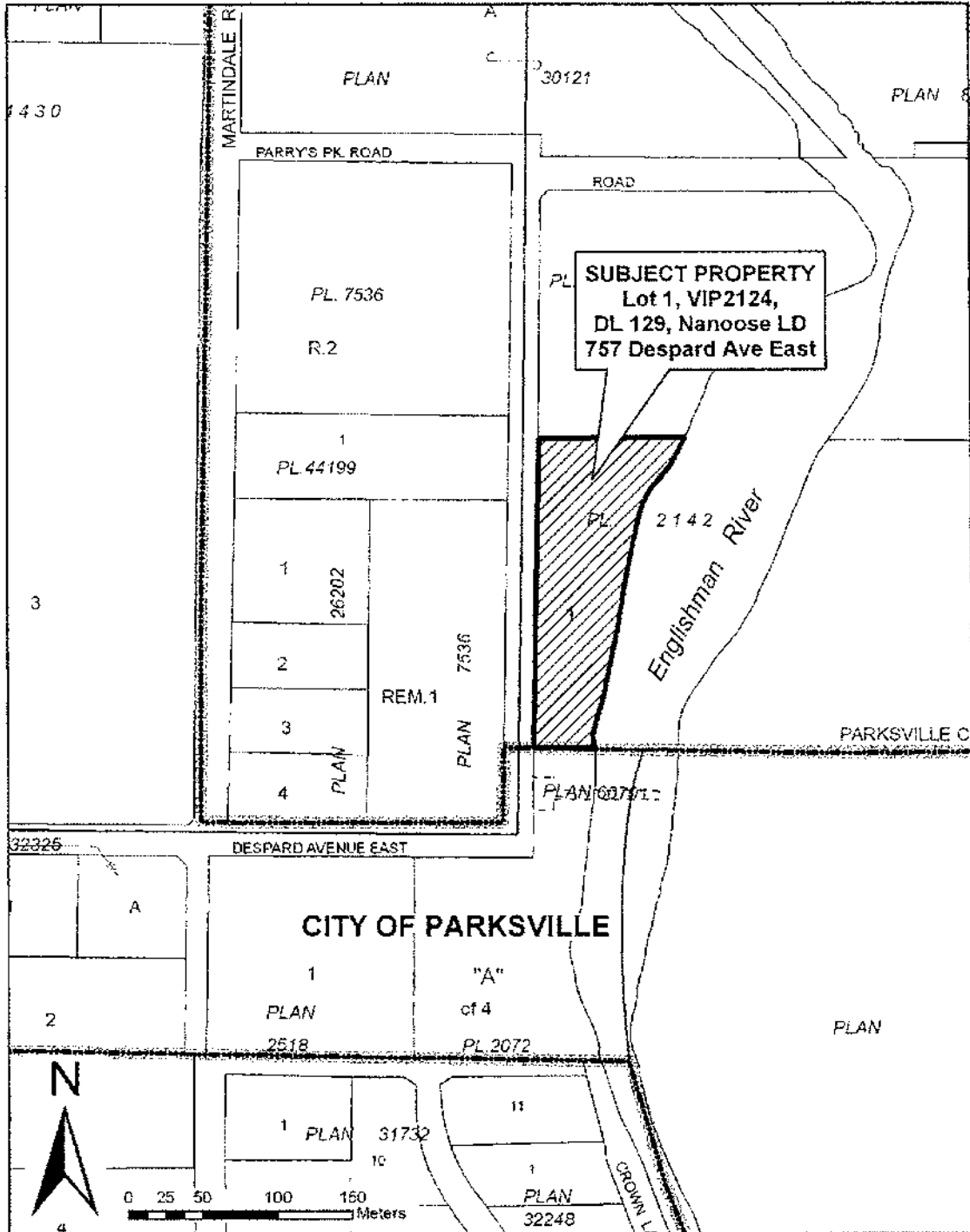
CAO Concurrence

COMMENTS:

devsvs/reports/2006/za mr 3360 30 0520 Scouts Canada Adopt Report

Attachment No. 1
Zoning Amendment Application No. ZA0520
Lot 1, District Lots 128 and 129, Nanoose District, Plan 2142

Location of Subject Property





| | |
|---------------------------------|--------|
| REGIONAL DISTRICT OF NANAIMO | |
| CHAIR | GM Cms |
| CAO | GM ES |
| DA CCD | McF |
| MAR 20 2006 | |
| <i>Board</i> | |
| | |
| | |

MEMORANDUM

TO: Robert Lapham,
Deputy Administrator

DATE: March 20, 2006

FROM: Jason Llewellyn
Manager, Community Services

FILE: 3360 30 0510

SUBJECT: Bylaw Amendment Application ZA0510 – Cedar Estates
Cedar and Hemer Roads, Electoral Area 'A'

PURPOSE

To receive the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on Wednesday, March 8, 2006, on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," and further, to consider Bylaw No. 500.323, 2005, for 3rd Reading.

BACKGROUND

The purpose of Bylaw No. 500.323, 2005, is to rezone the properties legally described as Lot A, Section 14, Range 7, Cedar District, Plan VIP57874, Except Part in Plan VIP59634, VIP67432, and VIP76260 and Lot 6, Section 14, Range 1, Cedar District, Plan VIP59634, from Commercial 2 Subdivision District 'M' (CM2M) to Comprehensive Development 29 (CD29) to facilitate a 55 lot single-family residential housing development and a seniors assisted-living facility on the subject property.

Bylaw No. 500.323, 2005, was introduced and given 1st and 2nd reading on August 23, 2005. Due to the number of concerns raised at the public information meeting (July 13, 2005), held prior to the introduction of the amendment bylaw, the Board advanced the bylaw and a further public information meeting was held on (August 31, 2005) to explain the proposal. In addition, upon consideration of the comments and feedback received at the second Public Information Meeting, the applicant also held an Open House in order to receive further feedback on their amended development proposal.

As a result of the public input and corresponding amendments to the proposal by the applicant, the Board amended Bylaw No. 500.323, 2005, on January 24, 2006. The Board also directed that an additional Public Information Meeting be held in the community to present the amended development plans prior to the Public Hearing. This meeting was held on February 6, 2006.

The Public Hearing for this application was held on Wednesday March 8, 2006, at the Cedar Community Hall; the report of which is attached to this report as Attachment No. 1.

Should the Board grant 3rd Reading to "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," the applicant has agreed to meet the conditions outlined in Schedule No. 1 prior to the Board's consideration of adoption of the Bylaw.

ALTERNATIVES

1. To receive the Report of the Public Hearing and give 3rd Reading to "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005."
2. To receive the Report of the Public Hearing and deny 3rd Reading to "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005."

PUBLIC CONSULTATION IMPLICATIONS

The Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on Wednesday, March 8, 2006, on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," is attached as Attachment No. 1.

The written submissions to the Public Hearing are part of the Report of the Public Hearing and are circulated under separate cover given the number of submissions received.

LEGAL IMPLICATIONS

The process to draft and adopt "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," is consistent with the requirements of the *Local Government Act*.

Should the Board wish to make changes to the proposed amendment bylaw in response to the Public Hearing, a report outlining the implications of any amendments to the bylaw and a second Public Hearing is recommended by staff. Amendments to the bylaw and a new Public Hearing will be required if changes directed by the Board will change the land use, increase the density, or, without the owner's consent, decrease the density.

Should the Board wish to consider further public input on the application from any party, another Public Hearing is required.

VOTING

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

SUMMARY

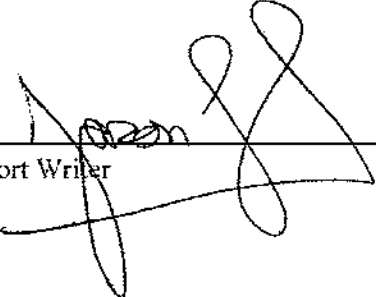
The bylaw was introduced and given 1st and 2nd reading on August 23, 2005. Due to a number of outstanding concerns raised by the community, a second Public Information Meeting was held on August 31, 2005. The applicant held an Open House and a 3rd Public Information Meeting was held on February 6, 2006. The Public Hearing was held on March 8, 2006.

The Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on Wednesday, March 8, 2006, on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," is attached as Attachment No. 1.

Staff recommend that the Report of the Public Hearing be received, the Bylaw be considered for 3rd Reading, and that the conditions outlined in Schedule No. 1 be secured prior to adoption of Bylaw No. 500.323, 2005.

RECOMMENDATION


1. That the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on March 8, 2006, for "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005," be considered for 3rd Reading.
3. That the conditions outlined in Schedule No.1 be secured and/or completed by the applicant to the satisfaction of the Regional District prior to consideration of adoption of Bylaw No. 500.323, 2005.



Report Writer



Deputy Administrator Concurrence



CAO Concurrence

COMMENTS:

dev:svs/reports/2006/za mr 3360 30 0510 Cedar Estates 3rd Reading Report

Schedule No. 1

**Conditions of Approval for Zoning Amendment Application No. ZA0510
Lot A, Section 14, Range 7, Cedar District, Plan VIP57874, Except Part in Plan VIP59634,
VIP67432, and VIP76260 & Lot 6, Section 14, Range 1, Cedar District, Plan VIP59634**

The following conditions are to be completed prior to consideration of Amendment Bylaw No. 500.323, 2005, for adoption:

1. Applicants, at their expense and to the satisfaction of the Regional District, to register a Section 219 covenant on the title of the subject properties that limits the use of the five accessory dwelling units on proposed lots 29-33 to relatives of the persons owning, and living in, the principle dwelling and restricts any building or construction on the lands until the following has occurred:
 - Applicants shall construct the sidewalks and street lighting system to the satisfaction of the Regional District of Nanaimo (RDN) or provide an agreement and letter of credit or cash in the amount of 125% of the cost to construct the works.
 - Applicants shall construct the improvements to Cedar and Hemer Roads to the satisfaction of the RDN or provide an agreement and a letter of credit or cash in the amount of 125% of the cost to construct the works.
 - Applicants shall construct the signage, landscaping, structures, trails, and other facilities within the Mordon Colliery Trail and other lands intended for public use to the satisfaction of the RDN or provide a letter of credit or cash in the amount of 125% of the cost to construct the works.
2. Applicants shall provide a right-of-way, to the satisfaction of the RDN, securing the use of lands intended for public use to the satisfaction of the RDN. Applicants may provide a letter of undertaking from their solicitor that the covenant document will be registered within 14 days of the Board adopting Bylaw No. 500.323, 2005, and acknowledging that the Board may downzone the lands should the covenant not be registered.
3. Applicants to meet all of the requirements of the RDN regarding road upgrades, servicing of the property, including the design and installation of the storm water drainage system, design and installation of the sanitary sewer system and connection to that system, design and installation of the sidewalks and streetlights, and connection to the North Cedar Improvement District community water system, including the provision of security in a form and amount acceptable to the RDN if required.

Attachment No. 1

REGIONAL DISTRICT OF NANAIMO

Report of the Public Hearing
Held at Cedar Community Hall, 2388 Cedar Road, Cedar, BC
March 8, 2006, at 7:00 pm
To Consider

“Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005,”
Summary of Minutes and Submissions

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

PRESENT:

| | |
|-----------------|---------------------------------------------------|
| Joe Burnett | Chair, Electoral Area 'A' |
| Joe Stanhope | Chair, Regional District of Nanaimo |
| Lou Biggeman | Director, Electoral Area 'F' |
| Maureen Young | Director, Electoral Area 'C' |
| George Holme | Director, Electoral Area 'E' |
| Larry McNabb | Director, City of Nanaimo |
| Carol Mason | Chief Administrative Officer |
| Jason Llewellyn | Manager of Community Planning |
| Wayne Moorman | Manager of Engineering Standards and Subdivisions |
| Paul Thompson | Senior Planner |
| Greg Keller | Planner |

There were approximately 220 persons in attendance.

The **Chair** called the Hearing to order at 7:10 pm, introduced those present at the head table, and outlined the purpose of the Public Hearing

The **Manager of Community Planning** provided an outline of the Bylaw including a summary of the proposal.

The **Chair** outlined the procedures to be followed during the Public Hearing and called for formal submissions with respect to Bylaw 500.323, 2005.

Julie Wilson, 2212 Hemer Road stated she was concerned about the proposal and its impacts. She is not opposed to development but wants what's best for Cedar. She is firmly opposed to the rezoning because of concerns about tax increases, traffic, cost of sewer, water supply, pedestrian traffic, children going to school. Rural values are threatened and issues need to be addressed before rezoning is approved.

Alec McPherson, 2768 Nicola Road said she had sent in a written submission that day and was encouraged to see such a good turnout.

Russ Irish, McElhanney Consulting identified himself as a professional engineer hired by the developer. He spoke to the engineering aspects of the proposal. For drainage, the water drains towards York Lake, and they will be maintaining natural drainage flows and constructing a detention pond on the ALR lands that will hold and treat storm water before it reaches York Lake. Water will be provided by the North Cedar Improvement District (NCID) and studies show there is a great deal of water to service the proposed development. Money will be paid to the NCID for upgrades to the water system. The

project is the catalyst for the second phase of the sewer system that serves Cedar. It will be paid for by the developer and others who want to connect to the system. The proposed development will generate less traffic than commercial use. Significant road improvements will be made such as a left turn lane on Cedar Road and widening of Cedar and Hemer Roads.

Les Lindquist, 1885 Starling Road said that he believed that only people from Cedar should be able to speak to the rezoning application. He is opposed to the application as the senior's facility is still only tentative. It is not a reflection of the rural area; small lots do not reflect rural values. The houses are too close together. Cedar does not need high density. There is a shortage of commercial space in Cedar. Hemer Road is dangerous and too narrow. The land should be developed commercially or for large lot residential. Would like the Director to represent what the majority wants.

Peter Bull, 2838 Twin Oaks Drive has only been here for two years but is opposed to the development. The OCP recognizes the Village Centre as the primary service centre. Commercial uses should be concentrated in the Village Centre. It is now hard to turn off of Cedar Road onto Harmac Road. Cedar village needs more commercial not residential.

Pat Merkel, 1710 Woobank Road said she is in favour of the development. She wants new residents in Cedar as it needs more people. She is in favour because of the improvements that will be made to Hemer Road and the Morden Colliery trailhead and is also in favour of the senior's assisted living facility.

June Johnston, 2175 Hemer Road said she is concerned about traffic and sewer. She is totally opposed to the rezoning.

Margaret Dixon, 1830 Meadowlark Crescent said that it does not conform to the rural residential character of the area. It is too high of density and she opposes the rezoning.

Rade Salapura, 2073 Walsh Road has lived here for 40 years, and the area is a very nice place to live. Most people here don't want more people moving here. People want more facilities. Cedar is growing and needs a sewer system. Without a sewer, there will be a big impact on the environment. York Lake is a dead lake; it smells. He used to cut hay there but no more. The road was raised so the lake wouldn't cover the road. He is in favour of the project; otherwise, there will be no sewer. The sewer should be extended further. He is concerned about rising water in York Lake, and it being polluted. The Blue Jay subdivision should be included in the sewer area. He is in favour of the rezoning if properly planned. There are too many septic fields in the watershed.

Casey Timmermans, 3140 Graham Road said she has been here for three years. He will accept what the people want, but there are benefits to the proposal such as the sewer to address problem areas like Blue Jay, expanded tax base, DCCs and service fees, and a senior's home which is needed in Cedar. He is generally in favour but people should decide. He felt the benefits outweigh the deficits.

Dale Whiddifield, 2214 Blue Jay Way is concerned that this does not comply with the OCP. Section 5, Page 4 states that you can't rezone to a rural zone unless you amend the OCP.

Patti MacPheat, 2153 Hemer Road said he is not here to win friends. In her opinion, if it is a choice between commercial and this development then she is in favour of the rezoning. She would like to see the lots made bigger. Cedar needs the sewer to address problems. She lives on Hemer Road and does not believe commercial will have less traffic.

Hank Aarsen, 1980 Lazy Susan Road likes the OCP and believes that minimum lot size should be ½ acre. He is not in favour of lot size, and he is not clear about the sewer capacity. He said that they need to check if more people can hook up to the sewer. He is disappointed that he did not hear more about the pros and cons regarding the development. He wants to keep it commercial.

Thea Vandenberg, 2214 Blue Jay Way said he has lived here for 25 years. He wants to avoid sprawl along Cedar Road. If this lot is rezoned for residential, then there is no land left for commercial. Lands designated as commercial can be rezoned to rural if compatible with surrounding uses. She is opposed to the rezoning and wants to see the Cedar node stay commercial. It could be better used for other uses such as a clinic or pharmacy.

Chuck White, 2231 Blue Jay Way said he works for the RDN in the sewage department. He sits on the Cedar Sewer Advisory Committee. He doesn't want to see the sewer brought in piecemeal. There is already a plan to extend the sewer. Government funding is needed to extend the sewer; otherwise, it is too expensive. Only a portion of the Duke Point plant is available for Cedar. The proposed development would take up all of the capacity for Cedar, and the plant would have to be extended to serve other parts of Cedar. The development is putting in residential that is needed for commercial. It is not consistent with the OCP and is ripping the heart of the south Village. The small lots are inviting problems associated with renters. He is opposed as this is the wrong location for this density. He will continue to lobby.

Tom Wilson, 2212 Hemer Road is opposed because of the density. This development will only add to existing problems and will impact on the rural lifestyle. The development does not follow the OCP as it is not intended to provide high density.

Chris Potvin, 2120 Hemer Road is against the rezoning and doesn't want high density. It should stay as Commercial 2. He doesn't see any benefits only increased traffic, crime, and taxes. The developer said we need to read the OCP. The developer will benefit from the sewer as the lot is swampy. There will be no more sewer capacity once the project is built and it opens the door for more high density development. Do we need sewer and at what cost? He wants the Director to listen to the community and put the community first.

Rick Smith, 2175 Blue Jay Way is dead against the rezoning. No thought has been given to where commercial will be relocated. There is only a strip along Cedar Road or the ball fields. You will need to redevelop existing residential land. There is no benefit to high density. The community will pay to maintain the new services. It will bring problems associated with cities. He supports the senior's housing, but this isn't the right time or place. Senior housing on Gabriola didn't survive. North Nanaimo is an awful mess and he doesn't want this in Cedar. Leave the commercial where it is.

Laura Smith, 2175 Blue Jay Way said he is totally opposed because of impacts on taxes, water and traffic. Leave the commercial where it is.

Ann Fiddick, 1431 Ivor Road said he is opposed to the rezoning. The OCP was developed with a lot of input. The plan would need to be revisited if this development proceeds. Where is the commercial going to go? What about the residential development setting a precedent? The proposed sewage system is unfair as the new development gets most of it leaving others to pay for increased capacity. The cost of water hook-ups is also expensive. The Cedar area is small farms and big lots. There may be some benefits from the senior's housing, but it has not been planned for. The Cedar Women's Institute is against the rezoning. If this development proceeds, then the OCP should be reviewed again which is a longer, more complex process.

David Chapman, 2237 Blue Jay Way said he is involved as a resident of Cedar trying to get information on the project. It doesn't look horrible but he is opposed. He drove to work five days a week and the traffic was bad. He would much rather have commercial than residential which will create more traffic. He would rather for Cedar Village to try to group commercial in one area rather than strung out along Cedar Road. He would like to see more commercial and clinics and a pharmacy. He does not support the rezoning.

Sharyn Lecomte, 2207 Hummingbird Drive drives to work each day which takes a long time. Cedar needs a pharmacy and other commercial uses. If there is more housing, then it is no longer Cedar. Cedar is prairie. Health care professionals won't get jobs in the facility. Taxes will go up to pay for the new houses. This is wasting our time; we already voted; we don't need to do this.

Robert Boyle, 2129 Michigan Way identified himself as an architect hired by the developer. He said there is some confusion. The property is 23 acres including two proposed five acre parcels. Only 13 acres is part of the development. He has looked at the OCP and zoning and believes this is a substantial amount of commercial land for the area. He too wants to maintain the rural area. The property is not attractive to commercial uses because of its location. The proposal is consistent with the OCP, and it follows the guidelines. It is not likely to attract commercial. The OCP allows 100 residential units plus supported housing to accommodate 75 people. Earlier proposals also met the OCP, but the apartment and townhouses were removed. Traffic is 9 times higher for commercial uses. An increase in residential will support more commercial. The development also includes open space, park space, and a trail adjacent to the residential. The overall density is 6 houses per acre, and the lot size is bigger than other communities. There will be building guidelines for new homes. Amenities will be put in such as sidewalks, improvements made to the trail head, and a natural looking pond. The zoning will limit the amount of senior's housing. There is a need for senior's housing on the central Island area. The senior's housing is governed by provincial regulations and can't be converted to other uses. They are trying to support the OCP and meet other needs and concerns. An increased population will help get other issues addressed. Mr. Boyle submitted a box of 615 signed letters to the Chair.

Sandi Tobin, 1746 Rugg Road said people were harassed in front of the 49th Parallel Store. She is totally opposed to the project.

Karen Lister, 1957 Burchell Road said she was passing out flyers on Sunday afternoon when she met others in support of the rezoning passing out letters for people to sign. She said that people were only signing the letters because the developer said they were putting in a senior's home, and they were widening and paving Hemer Road. She said that the people were misled and that the senior's home would only be for people 85 years and over, that the developer was not paving Hemer Road, and that the horses would not like the sidewalk. The RDN should check with everyone who signed the letters to see if they knew what they signed. The water line is going to be 10 inch instead of 6 inch, and the sewer line is coming regardless of whether the development is commercial or residential. We don't need to accept development to get the sewer. She asked who is John Morgan? She had never heard of him before. She is concerned about the density and traffic. It is already difficult to get onto Cedar Road. There have been many questions that have not been answered. How could the RDN hold a public hearing without having all the questions answered? The Ministry of Highways is not going to widen Hemer Road or put in the streetlighting or take care of the sidewalks. The houses are not for seniors. The houses will cost \$320,000 and are not for seniors from Cedar.

Frank Garnish, 2512 Barnes Road said John Morgan is a developer and an honourable man. He has lived here for 40 years, and he encouraged the people here to be polite. His position has been to work

with the community to get what it wants. What does Cedar want? Cedar needs sewer but not right now. This development will be expensive. We need some senior's housing and affordable housing and need to include affordable housing in new development. There is not the demand for a senior's care facility for 75 persons. This type of housing with little houses, sidewalks, and sewers is not affordable for most. Who are they for? Not people from Cedar. We need to preserve the rural atmosphere and the proposed development is not rural. Lots of work was done on the 49th Parallel store to make it fit. Modular homes will not meet rural atmosphere. He wants to see Cedar get what it wants. This is not what Cedar wants, just say no.

John Gillanders, 1679 Cedar Road has been a resident for seven years. Lots of people here need to fill out letters against this proposal. He wants people to provide these letters before they leave.

Jack Gourlay, 2800 Twin Oaks Drive has looked at the plan and believes it to be well thought out. To keep Cedar viable it needs more people. The province is closing abattoirs right now. Turning this down could lead to an application for an abattoir on the site.

Sheryl Ellis, 1835 Starling Road said this proposal is in her backyard. She commends the developers for making changes and trying to meet the wishes of the community. She is concerned about the density as it does not fit the area. We do need a senior's home but feels that they could come up with a better proposal. She is opposed.

Kathleen Stedman, 2640 Barnes Road said there has been a lot of misinformation. She does not believe that a senior's home will only accept people over 85 years old. If people want a Tim Horton's, then try to get a Tim Horton's. She is in favour of the development, but realizes she is outnumbered by people who are against it.

Al Parela, 2176 Blue Jay Way is against any rezoning in Cedar.

George Johnson, 1619 Cedar Road said he brought a message from his whole family. It is no, no, no, no, and no.

Shelagh Gourlay, 2800 Twin Oaks Drive is concerned for the children as there are not enough children to keep the schools open. We need to think about it. You can't have a commercial area unless there are more people to support it. She is in favour.

Susan Girard, Yellowpoint travels through the area each day. She loves this community and has been here for 11 years. This is the first time that Cedar has come out and stood up for itself. She remembers when the core came in along with other cores in Cassidy, South Wellington, and Errington. Planners in Victoria promised the same thing. Just like the guy who bought the land, we were all sold a bill of goods. This is high density cheap housing and will be sold for between \$225,000 and \$250,000. There are less than 35 homes in the greater Nanaimo area for under \$225,000. The property is zoned commercial, so why rezone it to residential as commercial is the best use? Why rezone to residential? Because there is no commercial market. If the community wants to keep it commercial, then it can wait. Don't leave this room if you have an opinion as this is your last chance to comment. Traffic is a problem, and it's just going to get worse. The sewer is nice but it's not realistic. It won't help the people who need it. Don't leave until you've made your voice count.

Janelle Park, 1821 Cedar Road said it is an OCP priority to maintain rural integrity and read from the Community vision in the OCP. Area 'A' is a community with a strong emphasis on rural values, and its highest priority is the protection of Area 'A's rural atmosphere and character. Rezoning will change the

rural values. Section 2 preservation of rural atmosphere - "sewer may be extended outside the UCB to serve existing development." The rezoning proposal will use up all the sewer capacity, so it won't be available to address existing issues. Section 2, Page 3 – protect groundwater. The RDN maps do not show York Lake. More development will make York Lake disappear. Section 3 – Protecting the Natural Environment. The property slopes down to York Lake. What will happen with excess water? The RDN storm water plan has not been developed. The RDN needs to be more proactive. Nanaimo expansion – Cedar said no and wants to stay rural. A traffic study is needed for Cedar Road. There is no evidence that a senior's care facility will be built. Taxes already go towards sewer; how much more will taxes go up? We should request the RDN to provide a map of the locations of the people who support and those against the rezoning. Those who live close by are going to be impacted unless problems are addressed. Please say no. If you want changes, then change the OCP first.

Margaret Frederich, 2798 Cedar Road said she supports the development. Cedar is going to change and it needs senior's care. We need smaller lots for seniors and young families. She supports the rezoning.

Denise Bragauza, 2315 Hemer Road said he sent an email today. These people have taken the time to come to the meeting tonight. She is against the proposal. The people who have come to the meeting should be given greater consideration than those who did not come out and send letters.

John Rice, 2010 Woobank Road is against the proposal.

Loyd St. Cyr, 1909 Grimes Place said she is opposed to the rezoning and people should listen to Cedar residents.

Eric Kennedy, 1959 Emma Way is opposed to the rezoning. He supports all efforts to stop the development.

Tom Wilson, 2212 Hemer Road said allowing this development to proceed will be like getting cancer. I don't want to lose my neighbourhood to cancer.

Thea Vandenberg, 2214 Blue Jay Way asked how this could go through without official studies on traffic or air quality.

Katie Bertram, 1665 Cedar Road said that many who signed the letters of support did not know what they were signing and did not have the information to make an informed decision.

Brian Pirant, 2645 Cedar Heights Road is opposed to the development. Cedar stands to lose a lot. Not one person from Cedar is in favour of the development. All are opposed.

Margaret Frederich, 2798 Cedar Road said she signed the letter of support and understood exactly what she was signing.

Julie Wilson, 2212 Hemer Road said her son's friends were upset because they signed the letter of support but didn't know what they were signing. They thought they were doing the right thing.

Sandi Tobin, 1746 Rugg Road said she thought this meeting was only for the people of Cedar. It is not fair that people from outside of Cedar to get to comment.

David Chapman, 2237 Blue Jay Way said he needed one more piece of information. It would have been good to have a large graphic showing the zoning of the land within Cedar Village. We don't know what is left. No one knows what area is left to develop. He is against the rezoning

The **Chairperson** called for further submissions.

The **Chairperson** called for further submissions for the second time.

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

There being no further submissions, the **Chairperson** adjourned the Hearing at 9:35 pm.

Certified true and accurate this 13th day of March 2006.



Paul Thompson
Recording Secretary

Director Joe Burnett
Chairperson, Electoral Area 'A'

**“Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.323, 2005,”
Written Submissions to the Public Hearing**

Under Separate Cover

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, MARCH 14, 2006, AT 6:30 PM
IN THE RDN BOARD CHAMBERS

Present:

| | |
|-----------------------|--------------------|
| Director D. Bartram | Chairperson |
| Director J. Burnett | Electoral Area A |
| Director M. Young | Electoral Area C |
| Director G. Holme | Electoral Area E |
| Director L. Biggemann | Electoral Area F |
| Director J. Stanhope | Electoral Area G |
| Director B. Johnston | City of Parksville |

Also in Attendance:

| | |
|--------------|---------------------------------|
| B. Lapham | Deputy Administrator |
| J. Llewellyn | Manager of Community Planning |
| M. Pearse | Manager Administrative Services |
| N. Tonn | Recording Secretary |

LATE DELEGATIONS

MOVED Director Biggemann, SECONDED Director Stanhope, that two late delegations be permitted to address the Committee.

CARRIED

Casey Timmermans, re Manufactured Home Park Re-Development.

Mr. Timmermans provided a written handout, and spoke in opposition to any changes at the local government level to the current provincial and federal legislation with respect to manufactured home park tenancy relocation.

Richard Dean, re Development Variance Permit 90605 – Oceanside Storage Ltd. – 1270 Alberni Highway – Area F.

Mr. Dean raised his concerns with respect to the staff's recommendation to approve Development Variance Permit Application No. 90605.

Peter Jorgenson, re Development Variance Permit 90602 – Rondeau/Jorgenson – 3437 Redden Road – Area E.

Mr. Jorgenson provided additional information on behalf of the property's owner and requested that the Board approve Development Variance Permit Application 90602.

MINUTES

MOVED Director Holme, SECONDED Director Stanhope, that the minutes of the Electoral Area Planning Committee meeting held February 14, 2006 be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Rich Coleman, Minister of Forests and Range and Minister Responsible for Housing, re Manufactured Home Park Tenancy.

MOVED Director Stanhope, SECONDED Director Holme, that the correspondence from the Honourable Rich Coleman regarding the adequacy of compensation currently provided for manufactured home owners be received for information.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Amendment Application ZA0524 – Ainsley Foster on behalf of Laverne Kilner – Schoolhouse Road – Area A.

MOVED Director Burnett, SECONDED Director Biggemann,:

1. That the minutes of the Public Information Meeting held on February 27, 2006, be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006" to rezone the properties legally described as Lot 1, Plan 19938, and Lot 1, Plan 22021, all of Section 13, Range 7, Cranberry District from Residential 2 Subdivision District 'F' (RS2F) to Comprehensive Development 33 (CD33) to allow the industrial use of the property be given 1st and 2nd reading.
3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006" be approved to proceed to Public Hearing subject to the conditions identified in Schedule 1.
4. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.333, 2006," be delegated to Director Burnett or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60601 – Gibson –343 Horne Lake Road - Area H.

MOVED Director Holme, SECONDED Director Burnett, that Development Permit Application No. 60601 to allow the development of a house and footbridge on the property with variances to the side lot line setbacks and the watercourse setbacks at 343 Horne Lake Road be approved according to the terms outlined in Schedule No. 1 and subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Permit Application No. 60608 – Jill Maibach – 2093 South Wellington Road – Area A.

MOVED Director Burnett, SECONDED Director Biggemann, that Development Permit No. 60608 to allow for the construction of one fascia sign be approved according to the terms outlined in Schedule No. 1 and subject to the Board's consideration of the comments received as a result of public notification.

CARRIED

Development Permit Application No. 60610 – McKinnon/Jorgensen – 2377 Higginson Road - Area E.

MOVED Director Holme, SECONDED Director Burnett, that Development Permit Application No. 60610 with variances be approved according to the terms outlined in Schedule No. 1 as amended, subject to consideration of the comments received as a result of public notification.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90602 – Rondeau/Jorgenson – 3437 Redden Road – Area E.

MOVED Director Holme, SECONDED Director Stanhope, that Development Variance Permit Application No. 90602 to increase the maximum dwelling unit height from 8.0 metres to 12.9 metres for a dwelling at 3437 Redden Road be denied, subject to the Board's consideration of the comments received as a result of public notification.

CARRIED

Development Variance Permit Application No. 90603 – Johansen – 2542 Pylades Drive – Area A.

MOVED Director Burnett, SECONDED Director Young, that Development Variance Permit Application No. 90603 to relax the interior side and front lot line setbacks to allow an addition to a dwelling at 2542 Pylades Drive be approved according to the terms outlined in Schedule No. 1, and subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Variance Permit Application No. 90604 – MacArthur – 2440 Schirra Drive – Area E.

MOVED Director Holme, SECONDED Director Young, that Development Variance Permit Application No. 90604 to relax the interior side lot line setback from 2 m to 1.15 m for a dwelling at 2440 Schirra Drive be approved according to the terms outlined in Schedule No. 1, and subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Variance Permit Application No. 90605 – Oceanside Storage Ltd. – 1270 Alberni Highway – Area F.

MOVED Director Biggemann, SECONDED Director Holme, that Development Variance Permit Application No. 90605 be approved according to the terms contained in Schedule No. 1, subject to the Board's consideration of comments received as a result of public notification.

CARRIED

Development Variance Permit Application No. 90606 – Allen and Parker – 2933 Dolphin Drive – Area E.

MOVED Director Holme, SECONDED Director Stanhope, that Development Variance Permit Application No. 90606 for a new dwelling at 2933 Dolphin Drive be approved to relax the exterior side lot line setback and maximum dwelling unit height according to the terms of Schedule No. 1, subject to Board consideration of comments received as a result of the notification of the adjacent property owners/occupiers.

CARRIED

OTHER

Manufactured Home Park Tenant Relocation Policy.

MOVED Director Stanhope, SECONDED Director Biggemann, that the Manufactured Home Park Redevelopment Policy attached as Schedule No. 1 in the staff report be approved.

CARRIED

NEW BUSINESS

The Chairperson asked the Deputy Chairperson to convene over the meeting to allow a motion to be brought forward with respect to rezoning and development permit applications.

Sustainability Checklist.

MOVED Director Bartram, SECONDED Director Biggemann, that staff be directed to look at the Sustainability Checklist for rezoning and development permit applications used by Port Coquitlam and that a report be prepared for the Board's consideration on the feasibility of using such a checklist as policy for use in the RDN Electoral Areas.

CARRIED

RDN Nodal Development Document.

Director Bartram congratulated staff on the recently circulated Nodal Development brochure.

The Chairperson resumed the Chair.

ADJOURNMENT

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

CARRIED

TIME: 7:05 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, MARCH 14, 2006, AT 7:07 PM
IN THE RDN BOARD CHAMBERS

Present:

| | |
|-----------------------|------------------------|
| Director J. Stanhope | Chairperson |
| Director J. Burnett | Electoral Area A |
| Director B. Sperling | Electoral Area B |
| Director M. Young | Electoral Area C |
| Director G. Holme | Electoral Area E |
| Director L. Biggemann | Electoral Area F |
| Director D. Bartram | Electoral Area H |
| Director B. Johnston | City of Parksville |
| Alternate | |
| Director B. Avis | Town of Qualicum Beach |
| Director C. Haime | District of Lantzville |
| Director B. Bestwick | City of Nanaimo |
| Director B. Holdom | City of Nanaimo |
| Director D. Brennan | City of Nanaimo |
| Director I. McNabb | City of Nanaimo |
| Alternate | |
| Director J. Cameron | City of Nanaimo |

Also in Attendance:

| | |
|--------------|-------------------------------------------|
| C. Mason | Chief Administrative Officer |
| B. Lapham | Deputy Administrator |
| N. Connelly | General Manager of Community Services |
| J. Finnie | General Manager of Environmental Services |
| J. Llewellyn | Manager of Community Planning |
| M. Pearse | Manager of Administrative Services |
| N. Avery | Manager of Financial Services |
| N. Tonn | Recording Secretary |

CALL TO ORDER

The Chairperson welcomed Alternate Directors Avis and Cameron to the meeting.

DELEGATION

Margie Noonan & Sallie Dabb, KAIROS, re Water Resolution.

Ms. Noonan and Ms. Dabb, representing a local KAIROS committee in the Parksville/Qualicum area presented a water resolution for the Board's consideration and support.

MINUTES

MOVED Director McNabb, SECONDED Director Burnett, that the minutes of the Committee of the Whole meeting held February 14, 2006 be adopted.

CARRIED

PRESENTATION

2006 – 2011 Financial Plan.

The Chief Administrative Officer introduced the 2006 to 2011 financial plan presentation.

The Manager of Financial Services provided a verbal and visual overview of the 2006 to 2011 financial plan including budget highlights for all RDN functions, a final budget summary, an overview of service levels, member budget participation and proposed electoral area tax rates.

COMMUNICATIONS/CORRESPONDENCE

Dorothy Sly, Canadian Federation of University Women, re Support of KAIROS Resolution to the RDN Board.

MOVED Director McNabb, SECONDED Director Bartram, that the correspondence from the Canadian Federation of University Women regarding support of KAIROS water resolution be received for information.

CARRIED

ANNUAL BUDGET REPORTS

Nanaimo Regional Hospital District 2006 Annual Budget Bylaw No. 138.

MOVED Director McNabb, SECONDED Director Cameron,:

1. That a 2006 Regional Hospital District budget which raises \$5,232,920 in property taxes be approved including 2006 capital project and equipment allowances in the following amounts:

| | |
|----------------------------------------------|--------------|
| Capital grants (from current property taxes) | \$ 2,004,800 |
| Capital grants (borrow up to) | \$ 815,000 |

2. That "Nanaimo Regional Hospital District 2006 Budget Bylaw No. 138, 2006" be introduced for three readings.
3. That "Nanaimo Regional Hospital District 2006 Budget Bylaw No. 138, 2006" having received three readings be adopted.

CARRIED

Financial Plan 2006 to 2011 Amendment Bylaw No. 1474.01.

MOVED Director Bartram, SECONDED Director Holme,:

1. That the 2006 to 2011 financial plan be approved as outlined in the staff report.
2. That "Regional District of Nanaimo Financial Plan 2006 to 2011 Amendment Bylaw No. 1474.01, 2006" be introduced for first three readings.
3. That "Regional District of Nanaimo Financial Plan 2006 to 2011 Amendment Bylaw No. 1474.01, 2006" having received three readings be adopted.

CARRIED

Director Holme recommended an amendment to use surplus funds to reduce the increase in the 2006 parcel tax for Fairwinds and Nanoose water.

Parcel Tax Rate Bylaws No. 1180.06, 1181.06, 1182.06, 1183.05, 1184.06, 1185.06, 1186.06, 1187.06, 1188.06, 1189.06, 1190.05, 1191.06, 1192.06, 1193.06, 1194.06, 1206.05, 1336.03, 1371.02, 1481, 1482 and 1483.

Bylaw No. 1180.06

MOVED Director Holme, SECONDED Director McNabb, that "Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.06, 2006" be introduced and read three times.
CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Arbutus Park Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1180.06, 2006" having received three readings be adopted.
CARRIED

Bylaw No. 1181.06

MOVED Director Holme, SECONDED Director McNabb, that "Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.06, 2006" be introduced and read three times.
CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Decourcey Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1181.06, 2006" having received three readings be adopted.
CARRIED

Bylaw No. 1182.06

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.06, 2006" be introduced and read three times.
CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1182.06, 2006" having received three readings be adopted.
CARRIED

Bylaw No. 1183.05

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Water Service Area Parcel Tax Rate Amendment Bylaw No. 1183.05, 2006" be introduced and read three times.
CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Fairwinds Water Service Area Parcel Tax Rate Amendment Bylaw No. 1183.05, 2006" having received three readings be adopted.
CARRIED

Bylaw No. 1184.06

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.06, 2006" be introduced and read three times.
CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Sewerage Facilities Local Service Area Parcel Tax Rate Amendment Bylaw No. 1184.06, 2006" having received three readings be adopted.
CARRIED

Bylaw No. 1185.06

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1185.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1186.06

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "French Creek Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1186.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1187.06

MOVED Director Holme, SECONDED Director McNabb, that "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Madrona Point Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1187.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1188.06

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Bay Bulk Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1188.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1189.06

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1190.05

MOVED Director Holme, SECONDED Director McNabb, that "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.05, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Pacific Shores Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1190.05, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1191.06

MOVED Director Holme, SECONDED Director McNabb, that "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "San Pareil Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1191.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1192.06

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Sewer Local Service Area Parcel Tax Rate Amendment Bylaw No. 1192.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1193.06

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Properties Water Supply Specified Area Parcel Tax Rate Amendment Bylaw No. 1193.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1194.06

MOVED Director Holme, SECONDED Director McNabb, that "West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.06, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "West Bay Estates Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1194.06, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1206.05

MOVED Director Holme, SECONDED Director McNabb, that "Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.05, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Morningstar Water Local Service Area Parcel Tax Rate Amendment Bylaw No. 1206.05, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1336.03

MOVED Director Holme, SECONDED Director McNabb, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.03, 2006" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Driftwood Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1336.03, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1371.02

MOVED Director Holme, SECONDED Director McNabb, that "Englishman River Community Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.02, 2006" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Englishman River Community Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1371.02, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1481

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Bay Peninsula Water Supply Service Area Parcel Tax Rate Bylaw No. 1481, 2006" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Nanoose Bay Peninsula Water Supply Service Area Parcel Tax Rate Bylaw No. 1481, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1482

MOVED Director Holme, SECONDED Director McNabb, that "Melrose Terrace Water Supply Service Area Parcel Tax Rate Bylaw No. 1482, 2006" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Melrose Terrace Water Supply Service Area Parcel Tax Rate Bylaw No. 1482, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1483

MOVED Director Holme, SECONDED Director McNabb, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483, 2006" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483, 2006" having received three readings be adopted.

CARRIED

Director McNabb requested that the Committee consider business arising from delegations at this time.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Water Resolution.

MOVED Director Brennan, SECONDED Director Avis, that:

WHEREAS March 22 is World Water Day;

AND WHEREAS one in six people in the world do not have access to clean drinking water;

AND WHEREAS the UN Conference on Water in 1977 in Mar del Plata affirmed the right of all persons to access clean drinking water in order to satisfy their fundamental needs;

AND WHEREAS current World Bank loans for water services in developing countries frequently require the privatization of those services or an increase in water prices, thereby jeopardizing citizens' access to safe drinking water;

AND WHEREAS on September 11, 2005 the Board of Directors of the Federation of Canadian Municipalities passed a resolution calling on the federal government "to urge the World Bank to ensure access to clean, affordable water for the world's poor, and strengthen the role of the public sector and individual communities in setting water policies and delivering and regulating water services";

AND WHEREAS "KAIROS Canadian Ecumenical Justice Initiatives" has asked Canadian municipalities to assist in its effort to have the federal government recognize water as a common good and access to drinking water as a basic human right;

AND WHEREAS 105 municipalities to date all across Canada have supported this initiative;

AND WHEREAS the Regional District of Nanaimo has acknowledged the importance of public control of its own water systems;

BE IT RESOLVED that the Regional District of Nanaimo ensure access to clean, safe water for all, now and for future generations by supporting publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life.

AND BE IT RESOLVED that the Regional District of Nanaimo call on the Government of British Columbia, provincially, nationally and internationally to support publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life.

AND BE IT FURTHER RESOLVED that the Regional District of Nanaimo call on the Government of Canada, nationally and internationally, to support publicly controlled water services that have genuine community participation, and protect and preserve natural sources of water for all life, and oppose measures in federal, bilateral or multilateral agreements and policies that promote the privatization of water services.

CARRIED

COMMUNITY SERVICES

Request for the Use of Regional District Property.

MOVED Director Brennan, SECONDED Director Holdom, that the Nanaimo Search and Rescue request for the use of RDN property be declined until an assessment of future Regional District space and land needs is undertaken and a longer term strategy for the use of the property is developed.

CARRIED

RECREATION AND PARKS

Electoral Area 'A' Recreation and Culture Service Delivery.

MOVED Director Burnett, SECONDED Director McNabb, that the Regional Board implement a Recreation and Cultural Master Plan process to better identify the recreation and cultural services that are required by Electoral Area 'A', and that the Terms of Reference for the project (Appendix 2 of the staff report) be approved.

CARRIED

Horne Lake Regional Park Operations Plan Update.

MOVED Director Bartram, SECONDED Director McNabb,:

1. That the Memorandum of Understanding with Island Pacific Adventures Ltd. to provide for a 5 year operating agreement for Horne Lake Regional Park and for a potential longer term agreement, be approved.
2. That the regional parks operations budget be adjusted as part of the final 2006 budget approval process, to provide for a \$33,000 tax requisition increase to allow for infrastructure expenditures at Horne Lake Regional Park.

CARRIED

REGIONAL GROWTH MANAGEMENT

Canada – BC Environmental Farm Program.

MOVED Director Holdom, SECONDED Director Bartram, that the report about the Canada – BC Environmental Farm Program be received.

CARRIED

Staff were instructed to send a copy of the report to Dr. Fred Rockwell for his information.

CORPORATE SERVICES

FINANCE

Bylaws to Complete the Borrowing of Funds for the Purchase of Mt. Benson Regional Park – Regional Parks Service Security Issuing Bylaw No. 1480 and Interim Financing (Regional Parks) Bylaw No. 1484.

MOVED Director McNabb, SECONDED Director Young,:

1. That "Regional District of Nanaimo (Regional Parks Service) Security Issuing Bylaw No. 1480, 2006" be introduced for three readings.

2. That "Regional District of Nanaimo Interim Financing (Regional Parks) Bylaw No. 1484, 2006" be introduced for three readings.

CARRIED

ENVIRONMENTAL SERVICES

UTILITIES

Water Bill Adjustments Due to Leaks – Proposed Regulations and Rates Bylaw Amendments – Bylaws No. 619.13, 700.14, 1097.09, 1172.07, 1383.03, 1434.02 and 1468.02.

Bylaw No. 619.13

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.13, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.13, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 700.14

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo Surfside Properties Water Supply Specified Area Regulations and Rates Amendment Bylaw No. 700.14, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo Surfside Properties Water Supply Specified Area Regulations and Rates Amendment Bylaw No. 700.14, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1097.09

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo Decourcey Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1097.09, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo Decourcey Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1097.09, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1172.07

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.07, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that "Regional District of Nanaimo San Pareil Water Supply Local Service Area Rates and Regulations Amendment Bylaw No. 1172.07, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1383.03

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.03, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Englishman River Community Water Supply Service Area Rates and Regulations Amendment Bylaw No. 1383.03, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1434.02

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.02, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Melrose Terrace Water Local Service Area Rates and Regulations Amendment Bylaw No. 1434.02, 2006" having received three readings be adopted.

CARRIED

Bylaw No. 1468.02

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.02, 2006" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that Regional District of Nanaimo "Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.02, 2006" having received three readings be adopted.

CARRIED

Proposed Terms of Reference for the Drinking Water/Watershed Protection Stewardship Committee.

MOVED Director Bartram, SECONDED Director Young, that the Drinking Water/Watershed Protection Stewardship Committee Terms of Reference be approved.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area 'E' Parks and Open Space Advisory Committee.

MOVED Director Holme, SECONDED Director McNabb, that the minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held February 6, 2006 be received for information.

CARRIED

Regional Parks and Trails Advisory Committee.

MOVED Director McNabb, SECONDED Director Young, that the minutes of the Regional Parks and Trails Advisory Committee meeting held February 21, 2006 be received for information.

CARRIED

Transit Business Plan Update Select Committee.

MOVED Director McNabb, SECONDED Director Sperling, that the minutes of the Transit Business Plan Update Select Committee meeting held March 2, 2006 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Brennan, that the Public Consultation Summary – District 69 Transit Proposal Report be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Brennan, that the District 69 Transit Proposal – Final Report recommendations as outlined below be approved:

- (a) That staff proceed to refine service changes for District 69 transit for implementation in July.
- (b) That the 2006 requisitions be apportioned on the basis of 2005 service levels as outlined in the staff report.
- (c) That staff work with the participants to amend the cost sharing formula for 2007 and subsequent years to provide for more certainty of costs over a period of time, a mechanism to allow notice of change requests to be planned for in a more systematic way and an opportunity for a participant to accept or reject a change in their service levels and cost structure.
- (d) That any identifiable cost savings from the 2006 schedule changes be considered for retroactive adjustment to the participants in 2007 in recognition of no change in the cost apportionment formula for 2006.

CARRIED

MOVED Director McNabb, SECONDED Director Brennan, that a letter be forwarded to BC Transit with a copy to the Minister, indicating that additional provincial funding assistance is required to provide for the required levels of transit service in the Regional District of Nanaimo.

CARRIED

Intergovernmental Advisory Committee.

MOVED Director Holme, SECONDED Director Bartram, that the minutes of the Intergovernmental Advisory Committee meeting held March 2, 2006 be received for information.

CARRIED

Emergency Preparedness Standing Committee.

MOVED Director Biggemann, SECONDED Director Young, that the minutes of the Emergency Preparedness Standing Committee meeting held February 16, 2006 be received for information.

CARRIED

Municipal Finance Authority.

The Chairperson noted that the Municipal Finance Authority's credit rating has been changed due to debt servicing for BC going over the set 5% limit.

ADJOURNMENT

MOVED Director Holme, SECONDED Director Sperling, that this meeting terminate,

CARRIED

TIME: 8:04 PM

CHAIRPERSON

FINANCIAL IMPLICATIONS:

Alternative 1

The 2006 final budget has been reviewed in detail and staff have no further recommendations.

Alternative 2

Any further amendments must be approved and adopted at this meeting to meet the statutory deadline of approval of the financial plan by March 31st.


SUMMARY/CONCLUSIONS:


At its Committee meeting held March 14th, 2006 Board recommendations regarding the 2006 budget were received and the budget and financial plan have been amended as outlined above. Staff are also recommending an adjustment to the initial Barclay Crescent Sewer operating budget based on more complete information regarding the time to complete and certify this construction project. The total property tax revenues for 2006 are revised to \$25,472,197. Staff recommend adopting the bylaws as presented.

RECOMMENDATIONS:

1. That "Regional District of Nanaimo 2006 to 2011 Financial Plan Amendment Bylaw No.1474.01, 2006" as amended be introduced for three readings.
2. That "Regional District of Nanaimo 2006 to 2011 Financial Plan Amendment Bylaw No.1474.01, 2006" having received three readings be adopted.
3. That "Fairwinds Water Service Area Parcel Tax Rate Amendment Bylaw No. 1183.05, 2006" as amended be introduced for three readings.
4. That "Fairwinds Water Service Area Parcel Tax Rate Amendment Bylaw No. 1183.05, 2006" having received three readings be adopted.
5. That "Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06, 2006" as amended be introduced for three readings.
6. That "Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06, 2006" having received three readings be adopted.

7. That "Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483, 2006" as amended be introduced for three readings.
8. That "Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483, 2006" having received three readings be adopted.


Report Writer


C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1474.01

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

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

AND WHEREAS certain amendments have been made to the financial plan adopted under Bylaw 1474, 2005;

AND WHEREAS, the Board has considered and approves the amendments to the financial plan;

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

1. **TITLE**

This bylaw may be cited as the "Regional District of Nanaimo Financial Plan 2006 to 2011 Amendment Bylaw No. 1474.01, 2006".

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

Introduced and read three times this 28th day of March, 2006.

Adopted this 28th day of March, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR



CONSOLIDATED
2006 to 2011 FINANCIAL PLAN

Chairperson

Deputy Administrator

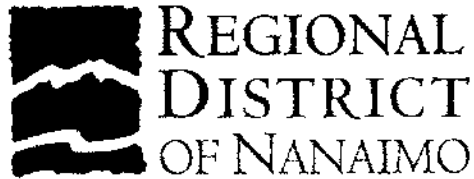
| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | SubTotal |
|----------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Revenues | | | | | | | |
| Property taxes | (22,706,834) | (23,511,952) | (24,124,395) | (24,684,789) | (25,224,283) | (25,718,245) | (145,070,448) |
| Parcel taxes | (2,558,268) | (3,378,918) | (3,280,008) | (3,491,347) | (3,559,234) | (3,783,836) | (19,831,409) |
| Municipal agreements | (207,095) | (211,237) | (215,462) | (219,771) | (224,165) | (228,649) | (1,366,380) |
| | <u>(25,472,197)</u> | <u>(26,892,095)</u> | <u>(27,619,865)</u> | <u>(28,395,907)</u> | <u>(28,997,683)</u> | <u>(29,710,530)</u> | <u>(167,108,237)</u> |
| Operating revenues | (1,790,020) | (1,803,521) | (1,847,826) | (1,879,067) | (1,899,323) | (1,920,251) | (11,138,608) |
| Interest income | (265,000) | (267,850) | (267,850) | (267,850) | (267,850) | (267,850) | (1,724,250) |
| Transit fares | (3,160,485) | (3,317,396) | (3,632,033) | (3,752,788) | (3,932,687) | (4,008,388) | (21,834,785) |
| Landfill tipping fees | (7,250,000) | (7,000,000) | (7,140,000) | (7,252,800) | (7,428,456) | (7,428,456) | (43,529,712) |
| Recreation fees | (372,980) | (380,440) | (388,049) | (395,810) | (403,728) | (411,800) | (2,352,805) |
| Recreation facility rentals | (488,852) | (498,627) | (508,599) | (519,771) | (529,147) | (539,730) | (3,083,724) |
| Recreation vending sales | (21,500) | (21,500) | (21,500) | (21,500) | (21,500) | (21,500) | (129,000) |
| Recreation concession | (6,000) | (6,000) | (6,000) | (6,000) | (6,000) | (6,000) | (36,000) |
| Recreation - other | (270,375) | (275,749) | (281,230) | (286,821) | (292,524) | (298,340) | (1,795,039) |
| Utility user fees | (2,959,644) | (3,021,175) | (3,082,910) | (3,145,953) | (3,210,336) | (3,271,085) | (18,651,103) |
| Operating grants | (3,951,010) | (3,716,210) | (3,716,210) | (3,728,710) | (3,716,210) | (3,783,518) | (22,511,868) |
| Planning grants | - | - | - | - | - | - | - |
| Grants in lieu of taxes | (96,230) | (96,230) | (96,230) | (96,230) | (96,230) | (96,230) | (577,380) |
| Interdepartmental recoveries | (2,928,000) | (3,039,413) | (3,150,941) | (3,225,444) | (3,323,023) | (3,422,543) | (19,069,429) |
| Transfer from reserves | (4,595,180) | (50,400) | (148,400) | (50,401) | (400,401) | (90,401) | (5,335,183) |
| Miscellaneous | (3,506,740) | (3,718,233) | (3,857,035) | (3,915,017) | (2,869,735) | (2,836,468) | (19,698,228) |
| Prior year (surplus)/deficit | (10,032,519) | (4,148,270) | (3,078,644) | (3,148,304) | (2,906,703) | (3,004,558) | (26,318,998) |
| Total Revenues | <u>(67,216,779)</u> | <u>(69,179,068)</u> | <u>(69,843,352)</u> | <u>(69,236,373)</u> | <u>(69,431,134)</u> | <u>(69,698,851)</u> | <u>(364,904,349)</u> |
| Expenditures | | | | | | | |
| Administration | 2,589,206 | 2,594,456 | 2,600,765 | 2,607,140 | 2,613,554 | 2,618,811 | 15,620,942 |
| Community grants | 64,656 | 59,850 | 59,850 | 59,850 | 59,850 | 59,850 | 363,946 |
| Legislative | 311,990 | 312,903 | 373,825 | 315,366 | 316,202 | 377,258 | 2,007,634 |
| Professional fees | 2,068,740 | 1,201,297 | 1,190,541 | 1,165,319 | 1,157,831 | 1,181,978 | 7,915,506 |
| Building Ops | 1,984,011 | 2,001,142 | 2,019,073 | 2,037,831 | 2,054,781 | 2,092,172 | 12,199,010 |
| Veh & Equip ops | 4,576,735 | 4,676,582 | 4,900,899 | 4,939,381 | 4,913,128 | 4,997,691 | 28,804,215 |
| Operating Costs | 10,499,538 | 10,430,807 | 10,742,678 | 11,414,344 | 11,651,016 | 11,813,178 | 66,551,359 |
| Program Costs | 309,515 | 311,668 | 313,841 | 316,035 | 318,250 | 320,486 | 1,889,796 |
| Wages & Benefits | 16,783,042 | 17,205,282 | 17,540,965 | 17,858,364 | 18,218,018 | 18,524,485 | 106,130,156 |
| Transfer to other gov/org | 3,903,830 | 4,092,216 | 4,105,969 | 4,191,067 | 4,269,535 | 4,307,103 | 24,869,723 |
| Debt financing | 5,890,225 | 5,436,144 | 6,270,557 | 6,082,093 | 5,906,682 | 4,377,640 | 33,933,541 |
| Contributions to reserve funds | 3,989,545 | 3,542,193 | 4,550,781 | 4,785,039 | 3,858,761 | 6,621,932 | 27,346,301 |
| Capital | 10,165,430 | 2,254,390 | 839,365 | 622,363 | 2,075,315 | 475,565 | 16,432,425 |
| SubTotal | <u>63,075,500</u> | <u>64,088,730</u> | <u>65,408,909</u> | <u>66,294,239</u> | <u>67,432,826</u> | <u>67,766,349</u> | <u>344,056,553</u> |
| New debt | - | 1,007,595 | 73,889 | 37,431 | 2,750 | 53,559 | 1,168,124 |
| Total expenditures | <u>63,075,500</u> | <u>65,101,425</u> | <u>65,497,049</u> | <u>66,331,670</u> | <u>67,435,576</u> | <u>67,819,908</u> | <u>345,261,127</u> |
| (Surplus)/deficit | <u>(4,141,270)</u> | <u>(3,052,794)</u> | <u>(3,146,304)</u> | <u>(2,904,703)</u> | <u>(2,905,599)</u> | <u>(3,278,743)</u> | <u>(19,411,802)</u> |
| Source and Application of Funds | | | | | | | |
| Capital Fund | | | | | | | |
| Source of Funds | | | | | | | |
| Transfers from Operating | (10,165,430) | (2,254,390) | (839,365) | (622,360) | (2,075,315) | (475,565) | (16,432,425) |
| Transfers from Reserve Funds | (1,452,855) | (1,210,050) | (1,907,240) | (1,050,000) | (575,000) | (1,355,888) | (7,550,733) |
| Borrowed Funds | (6,836,790) | (737,000) | (371,800) | (25,000) | (509,050) | (3,150,998) | (13,630,438) |
| Bylaw funds on hand | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unexpended bylaw funds | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other sources | (498,400) | (302,300) | (100,000) | (200,000) | (233,000) | (2,022,600) | (3,326,000) |
| Total Sources of Funds | <u>(20,953,475)</u> | <u>(4,503,390)</u> | <u>(3,218,205)</u> | <u>(1,897,360)</u> | <u>(3,382,365)</u> | <u>(7,014,251)</u> | <u>(40,949,646)</u> |
| Funds Applied | | | | | | | |
| Operating capital | 12,115,685 | 3,766,390 | 2,846,905 | 1,872,360 | 2,853,315 | 3,863,853 | 27,319,208 |
| Unexpended capital funds | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Loan authorizations | 8,836,790 | 737,000 | 371,800 | 25,000 | 509,050 | 3,150,998 | 13,630,438 |
| Total Funds Applied | <u>20,953,475</u> | <u>4,503,390</u> | <u>3,218,205</u> | <u>1,897,360</u> | <u>3,382,365</u> | <u>7,014,251</u> | <u>40,949,646</u> |
| Reserve Funds | | | | | | | |
| Transfers to Operating Fund | 0 | 0 | (58,000) | (1) | (350,001) | (1) | (408,002) |
| Transfers from Operating Fund | (3,989,545) | (3,542,193) | (4,550,781) | (4,785,099) | (3,858,751) | (6,621,932) | (29,459,141) |
| Other Sources (DCC's etc) | (1,656,600) | (2,388,000) | (5,880,000) | 200,000 | (1,397,000) | 322,600 | (10,899,000) |
| Transfers to Capital Fund | 1,377,855 | 1,135,000 | 1,832,240 | 1,050,000 | 575,000 | 1,305,688 | 7,335,783 |
| Reserve Fund Transactions | <u>(4,268,290)</u> | <u>(4,795,193)</u> | <u>(8,656,541)</u> | <u>(3,535,099)</u> | <u>(5,030,751)</u> | <u>(4,993,844)</u> | <u>(30,369,360)</u> |



Chairperson

Deputy Administrator

| | 2006 | |
|-------------------------------------------------------|---------------------|--------------|
| | Final | |
| CORPORATE SERVICES | | |
| Administration | 3,553,335 | |
| Grants In Aid | 59,859 | |
| SD 68 Emergency 911 | 74,089 | |
| SD69 Emergency 911 | 434,920 | |
| Electoral Areas | 163,680 | |
| Feasibility Studies | | |
| | <u>1,287,843</u> | |
| COMMUNITY SERVICES | | |
| Regional Development | 5300,965 | |
| Regional Parks - Operations | 422,995 | |
| - Capital | 515,870 | |
| Recreation Coordinating - Recreation | 717,229 | |
| - Sportsfields Agreement | 287,895 | |
| Oceanside Place | 1,197,379 | |
| Ravenong Aquatic Center | 1,222,460 | |
| Gabriola Island Recreation Commission | 69,795 | |
| Southern Community Recreation - Facilities | 560,620 | |
| - Sportsfields | 186,145 | |
| Area A Recreation | 75,060 | |
| Port Theater | 65,160 | Schedule B-1 |
| Community Parks | 453,329 | Schedule B-1 |
| Southern Community Transit | 3,241,695 | |
| D69 Community Bus | 511,075 | |
| D69 Custom Transit | 0 | |
| Oceanside Bay Emergency Wharf | 8,260 | |
| Emergency Planning | 115,980 | |
| Waterloo School | 0 | |
| | <u>9,971,125</u> | |
| DEVELOPMENT SERVICES | | |
| Building Inspection | 571,460 | |
| Planning - Electoral Areas | 932,325 | |
| - Municipal Agreements | | |
| House Numbering | 21,500 | |
| | <u>1,525,285</u> | |
| Bylaw Enforcement | | |
| Unsanitary Premises | 57,640 | |
| Hazardous Properties | 3,745 | |
| Animal Control Area F | 12,170 | |
| Animal Control - Area A, B, C, D | 56,100 | |
| Animal Control Area E, G, H | 69,035 | |
| Noise Control | 26,820 | |
| | <u>175,510</u> | |
| | <u>1,700,795</u> | |
| ENVIRONMENTAL SERVICES | | |
| Southern Wastewater Treatment | 54,145,365 | |
| Northern Wastewater Treatment | 3,445,986 | |
| Solid Waste Facilities | 402,235 | |
| | <u>3,293,650</u> | |
| ASSESSMENT BASED GENERAL PROPERTY TAX REVENUES | \$20,453,355 | |
| LOCAL SERVICE AREA TAXES | | |
| Duke Point Sewage Treatment | 60,436 | |
| Fire Service Areas | 1,573,645 | Schedule B-1 |
| Streetlighting Service Areas | 58,219 | Schedule B-1 |
| Other Utilities | 5,000 | Schedule B-1 |
| Utility Services Parcel Taxes | 2,042,398 | Schedule B-2 |
| | <u>3,739,692</u> | |
| TAXATION FOR REGIONAL DISTRICT SERVICES | \$34,193,647 | |
| TAXATION FOR OTHER JURISDICTIONS | | |
| Vancouver Island Regional Library | 1,279,150 | |
| TOTAL PROPERTY TAX REVENUES | <u>\$25,472,197</u> | |



Chairperson

Deputy Administrator

| | 2006 |
|-----------------------------------------------------|------------------|
| | Final |
| LOCAL SERVICES TAX REVENUES | |
| FIRE DEPARTMENTS | |
| Errington Fire Volunteer | 209,480 |
| Extension Fire Volunteer | 105,600 |
| Coombs-Hilliers Fire Volunteer | 192,985 |
| Nanoose Bay Fire Volunteer | 275,350 |
| Dashwood Fire Volunteer | 162,900 |
| Bow Horn Bay | 150,540 |
| Yellow Point Fire Contract | 115,120 |
| Wellington Fire Contract | 42,840 |
| Parksville (Local) Fire Contract | 55,000 |
| French Creek Fire Contract | 253,980 |
| Nanaimo River Fire | 10,450 |
| | 1,573,645 |
| STREETLIGHTING | |
| Fairwinds Streetlighting | 12,675 |
| Rural Areas Streetlighting | 9,860 |
| French Creek Village Streetlighting | 5,964 |
| Highway Intersections Streetlighting (French Creek) | 2,040 |
| Morningstar Streetlighting | 10,730 |
| Sandpiper Streetlighting | 9,275 |
| Hwy # 4 (Area F) | 2,675 |
| Englishman River Community | 5,000 |
| | 58,219 |
| NOISE CONTROL | |
| Noise Control Area A | 6,255 |
| Noise Control Area B | 4,140 |
| Noise control Area C | 8,000 |
| Noise Control Area E | 4,220 |
| Noise Control Area G | 4,205 |
| | 26,820 |
| PORT THEATER CONTRIBUTION | |
| Electoral Area A | 13,900 |
| Electoral Area B | 13,915 |
| Electoral Area C | 13,820 |
| Electoral Area C(defined) | 3,575 |
| Electoral Area E | 19,950 |
| | 65,160 |
| UTILITIES | |
| Englishman River Community Stormwater | 5,000 |
| COMMUNITY PARKS | |
| Electoral Area A | 75,000 |
| Electoral Area B | 115,600 |
| Electoral Area C | 11,720 |
| Electoral Area D | 23,000 |
| Electoral Area E | 50,000 |
| Electoral Area F | 43,000 |
| Electoral Area G | 55,000 |
| Electoral Area H | 80,000 |
| | 453,320 |

Chairperson

Deputy Administrator



| | <u>2006</u> <u>Final</u> |
|------------------------------------|-----------------------------|
| PARCEL TAX REVENUES | |
| WATER UTILITIES | |
| Nanoose Peninsula | 569,150 |
| Madrona | 0 |
| Fairwinds | (57,245) |
| Arbutus Park Estates | 0 |
| West Bay Estates | 0 |
| Nanoose | 18,850 |
| Driftwood | 7,850 |
| Surfside | 17,510 |
| French Creek | 46,895 |
| Englishman River Community | 45,610 |
| Morningstar Creek Water | (4,430) |
| San Parcel Water | 75,269 |
| Melrose Place | 18,585 |
| Decourcey Water | 4,594 |
| Nanoose Bulk Water | 453,705 |
| French Creek Bulk Water | 128,355 |
| | <u>1,324,698</u> |
| SEWAGE COLLECTION UTILITIES | |
| French Creek | 302,730 |
| Fairwinds | 307,395 |
| Surfside Sewer | 13,080 |
| Pacific Shores | 28,375 |
| Barclay Crescent | 66,120 |
| | <u>717,700</u> |
| TOTAL PARCEL TAX REVENUES | <u>2,042,398</u> |

Chairperson

Deputy Administrator

| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | Total |
|--------------------------------------------------------------------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------------|
| CORPORATE SERVICES | | | | | | | |
| General office furniture/equipment | | | | | | | |
| General administration - central printers | | | | | | | 0 |
| Admin central laser printer | 6,000 | | | | | | 6,000 |
| Admin central colour printer | | | 4,500 | | | | 4,500 |
| Admin central reception workstation | 4,000 | | | | | | 4,000 |
| Paper shredder | 3,500 | | | | | | 3,500 |
| Mail processing equipment | 3,500 | | | | | | 3,500 |
| CAO general allowance | | | | | | | 0 |
| CAO laser printer | | 2,500 | | | | | 2,500 |
| Human Resources workstation | 2,000 | | | | | | 2,000 |
| Secretary general allowance | | | | | | | 0 |
| Finance | | | | | | | 0 |
| Laser printer - primary | 6,000 | | | | | | 6,000 |
| Laser printer (Accounts Payable) | | | 1,000 | | | | 1,000 |
| Information Systems | | | | | | | 0 |
| Laser printer | | | 2,500 | | | | 2,500 |
| GIS - plotter | 15,000 | | | | | | 15,000 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | 40,000 | 2,500 | 8,000 | 0 | 0 | 0 | 43,500 |
| Vehicles | | | | | | | |
| Vehicle - Bylaw Enforcement (3 vehicles - 4 yr cycle) (cost recovered from other departments) | 62,280 (48,030) | 24,000 (24,000) | 36,000 (36,000) | 12,000 (12,000) | 24,000 (24,000) | 36,000 (36,000) | 194,280 (180,000) |
| | 14,280 | 0 | 0 | 0 | 0 | 0 | 14,280 |
| | | | | | | | 0 |
| Building/Engineering Structures | | | | | | | |
| Roof repairs | 100,000 | | 45,000 | | | | 145,000 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | 100,000 | 0 | 45,000 | 0 | 0 | 0 | 145,000 |
| Central Computer Servers | | | | | | | |
| RDN1 - ISA Firewall | | | | | 5,510 | | 5,510 |
| RDN2 - O/A Server | | | 6,900 | | | | 6,900 |
| RDN23 - Exchange e-mail | | | | | 6,900 | | 6,900 |
| RDN4 - SQL Database / Class Server | 6,900 | | | | | 6,900 | 13,800 |
| RDN5 - Web Server - Internal (Vadim VCH, Mapping) | | | | | 5,510 | | 5,510 |
| RDN6 - Intranet / Index Server | | 6,900 | | | | | 6,900 |
| RDN7 - Domain controller / DNS / DHCP | | | | 5,510 | | | 5,510 |
| RDN8 - Data replication server | | | | 8,875 | | | 8,875 |
| - Data Storage cabinet for data replication | | | | 19,200 | | | 19,200 |
| RDN9 - Backup / Profile / Print Server | | | | 5,510 | | | 5,510 |
| RDN10 - Arena Print Server DNS / DHCP | 2,500 | | | | | 2,500 | 5,000 |
| RDN11 - Pool Print Server DNS / DHCP | 2,500 | | | | | 2,500 | 5,000 |
| RDN12 - Geoware Solid Waste Server | | | 8,875 | | | | 8,875 |
| RDN13 - Antivirus / Domain Ctrl / Dev Tools Server | | | 5,510 | | | | 5,510 |
| RDN14 - Passlite Transit SQL Server | | | | | 5,510 | | 5,510 |
| RDN15 - Vadim Finance Server | | | 14,445 | | | | 14,445 |
| RDN16 - IT Development Server | | | | | | | 0 |
| RDN17 - Class Payment Server * (utilize replaced server from 2006) | | | | | | | 0 |
| RDN18 - Class e-connect Server | | | | | | | 0 |
| RDN20 - Mapping Server (Arc SDE) | | 8,875 | | | | | 8,875 |
| EMC CX300 SAN Storage Array | 68,160 | | | | | 68,160 | 136,320 |
| McDATA Flex Port SAN Switch | 7,900 | | | | | 7,900 | 15,800 |
| Qlogic 2340 HBA's | 6,020 | | | | | 6,020 | 12,040 |
| PV114T LTO-3 Dual Tape Drive | 9,630 | | | | | 9,630 | 19,260 |

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1183.05

**A BYLAW TO AMEND THE PARCEL TAX
WITHIN THE FAIRWINDS WATER
SERVICE AREA**

WHEREAS the Board of the Regional District of Nanaimo may, pursuant to its Conversion Bylaw No. 1288, 2002, levy a parcel tax to meet the annual costs of the Fairwinds Water Service Area;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled enacts pursuant to Section 200 of the *Community Charter*, as follows:

1. This bylaw may be cited as "Fairwinds Water Service Area Parcel Tax Amendment Bylaw No. 1183.05, 2006".
2. In this bylaw, unless the context otherwise requires, "Parcel" means any lot, block or other area in which land is held or into which land is subdivided.
3. The parcel tax rate in this bylaw shall be levied commencing in the year 2006 on each parcel recorded on the annual assessment roll prepared for the Fairwinds Water Service Area.
4. The rate per parcel tax shall be the amount obtained by dividing the sum of Negative (\$57,245) by the number of parcels certified on the 2006 annual assessment roll prepared under (3) above (the rate is estimated to be negative \$87.00).

Introduced and read three times this 28th day of March, 2006.

Adopted this 28th day of March, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1189.06

**A BYLAW TO AMEND THE
PARCEL TAX RATE WITHIN THE
NANOOSE WATER SUPPLY
SERVICE AREA**

WHEREAS the Board of the Regional District of Nanaimo may, pursuant to its Establishing Bylaw No. 1372, 2004 levy a parcel tax to meet the annual costs of the Nanoose Water Supply Service Area;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled, enacts pursuant to Section 200 of the *Community Charter*, as follows:

1. This bylaw may be cited as "Nanoose Water Supply Service Area Parcel Tax Rate Amendment Bylaw No. 1189.06, 2006".
2. In this bylaw, unless the context otherwise requires, "Parcel" means any lot, block or other area in which land is held or into which land is subdivided.
3. The parcel tax rate in this bylaw shall be levied commencing in the year 2006 on each parcel recorded on the annual assessment roll prepared for the Nanoose Water Supply Service Area.
4. The rate per parcel shall be the amount obtained by dividing the sum of \$18,850 by the number of parcels certified on the 2006 annual assessment roll prepared under (3) above (the rate is estimated to be \$19.00).

Introduced and read three times this 28th day of March, 2006.

Adopted this 28th day of March, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1483

**A BYLAW TO ESTABLISH THE PARCEL TAX
RATE WITHIN THE BARCLAY CRESCENT
SEWER SERVICE AREA**

WHEREAS the Board of the Regional District of Nanaimo may, pursuant to its "Regional District of Nanaimo Barclay Crescent Sewer Service Establishing Bylaw No. 1391, 2004", levy a parcel tax to meet the annual costs of the service;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled enacts pursuant to Section 200 of the *Community Charter*, as follows:

1. This bylaw may be cited as "Barclay Crescent Sewer Service Area Parcel Tax Rate Bylaw No. 1483, 2006".
2. In this bylaw, unless the context otherwise requires, "Parcel" means any lot, block or other area in which land is held or into which land is subdivided.
3. The parcel tax rate in this bylaw shall be levied commencing in the year 2006 on each parcel recorded on the annual assessment roll prepared for the Barclay Crescent Sewer Service Area.
4. The rate per parcel shall be the amount obtained by dividing the sum of \$66,120.00 by the number of parcels certified on the 2006 annual assessment roll prepared under (3) above (the rate is estimated to be \$285.00).

Introduced and read three times this 28th day of March, 2006.

Adopted this 28th day of March, 2006.

CHAIRPERSON

DEPUTY ADMINISTRATOR



| | | | |
|---------------------------------|--|--------|--|
| REGIONAL DISTRICT OF NANAIMO | | | |
| CHAIR | | GM Cms | |
| CAO | | GM ES | |
| DA CCD | | MoF | |
| MAR 21 2006 | | | |
| Board | | | |

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: March 14, 2006

FROM: Petra Wildauer
Superintendent of Solid Waste Facilities

FILE: 2240-20-BIRD

SUBJECT: Contract for Bird Control at Regional Landfill

PURPOSE

To obtain Board approval to enter into a two year contract with Pacific Northwest Raptors to provide bird control at the Regional Landfill.

BACKGROUND

The Regional Landfill attracts a large number of nuisance birds, mostly seagulls and crows, due to the presence of food in the waste. These birds pose a health risk to landfill staff and the public from droppings, cause damage to equipment and facilities, and are safety hazards for aircraft using the nearby airport. Operational procedures such as minimizing the size of the working face and complete covering of waste each day reduces the number of birds populating the site, however these measures are not adequate to achieve the significant reduction of birds required to minimize these problems.

The use of trained raptors (hawks and falcons) at the Regional Landfill to discourage large numbers of nuisance birds has been used successfully since 1991. The predator birds have a far greater impact on the nuisance birds' behaviour than any other means, including mechanical or auditory devices. The birds adapt quickly to noisemakers and netting and will soon disregard these deterrents in their search for food.

Falcon Bird Control, previously Pacific Northwest Raptors, has been providing this service under contract since September 2002. The current contract expired August 31, 2005. This was a three-year contract, which is currently on a month-to-month basis to allow for a new proposal call and review of the Regional Landfill bird control requirements.

The RDN advertised a request for proposals to provide bird control at the Regional Landfill and received two competitive quotes on December 23, 2005. The quotes were as follows:

| Company | Hourly Rate | Annual Cost | Total Contract Cost (Two years) |
|---------------------------|--------------|-------------|------------------------------------|
| Falcon Bird Control | \$46.50/hour | \$138,314 | \$276,628.50 |
| Pacific Northwest Raptors | \$42.00/hour | \$124,929 | \$249,858.00 |

ALTERNATIVES

1. Award the contract to Pacific Northwest Raptors to provide bird control at the Regional Landfill.
2. Do not award a contract to provide bird control.

FINANCIAL IMPLICATIONS

There are sufficient funds in the 2006 Solid Waste budget to fund this contract.

SUMMARY

The Regional Landfill attracts a large number of nuisance birds due to the nature of the operation. The use of trained raptors at the landfill to discourage the birds has been used successfully since 1991. A request for proposals was advertised to provide bird control services at the Regional Landfill. Two qualified firms submitted proposals. The low tender was from Pacific Northwest Raptors.

RECOMMENDATION

That the Board award the contract for bird control services at the Regional Landfill to Pacific Northwest Raptors for a period of two years commencing April 1, 2006 at a total cost of \$249,858.00.

per Carey McFaul

Report Writer

Carey McFaul

Manager Concurrence

[Signature]

General Manager Concurrence

[Signature]

CAO Concurrence

COMMENTS:



| | | | |
|------------------------------|--|--------|--|
| REGIONAL DISTRICT OF NANAIMO | | | |
| CHAIR | | GM Cms | |
| CAO | | GM ES | |
| DA CCD | | McF | |
| MAR 21 2006 | | | |
| Board | | | |

MEMORANDUM

TO: Sean De Pol
Acting Manager of Liquid Waste

DATE: March 13, 2006

FROM: Sydney Martin
Engineering Technologist

FILE: 5340-05

SUBJECT: Greater Nanaimo Pollution Control Centre Biosolids Hauling and Beneficial Reuse Quote Results

PURPOSE

To consider quotes for the hauling and beneficial reuse of biosolids from the Greater Nanaimo Pollution Control Centre (GNPCC).

BACKGROUND

In February, RDN staff issued a Request for Quotations (RFQ) for the hauling and beneficial reuse of biosolids from the GNPCC. An important requirement of this RFQ was that the proponent have an application or operating plan that is compliant with the provincial Ministry of Environment's *Organic Matter Recycling Regulation* (OMRR) and have applied for an RDN Waste Stream Management License (WSML). These regulations are in place to ensure that biosolids recycling is done in a manner protective of human health and the environment.

The RFQ closed March 8, 2006. The following three quotes were received for the hauling and beneficial reuse of biosolids from the GNPCC:

| <u>Proponent</u> | <u>Price per metric tonne</u> |
|---------------------------|-------------------------------|
| Fisher Road Holdings Ltd. | \$80.00 |
| SYLVIS Environmental | \$85.00 |
| Verge Contracting | \$188.00 |

The lowest quote received was from Fisher Road Holdings Ltd. at \$80.00 per tonne. Fisher Road Holdings Ltd. is a composting facility in Cobble Hill, previously known as Meadowlark Technologies. The RDN had a 2-year contract with Meadowlark Technologies in 2003/2005 for the handling of the French Creek Pollution Control Centre (FCPCC) biosolids. Meadowlark stopped receiving composting material during the summer of 2005 when the facility went up for sale. Fisher Road Holdings purchased the facility in 2006 and took possession March 1, 2006.

Fisher Road Holdings Ltd. has a detailed Operating Plan compliant with OMRR, meets the WSML requirements and has applied for a WSML from the Cowichan Valley Regional District (CVRD). The CVRD WSML is essentially the same licensing bylaw the RDN has adopted, as both Districts collaborated when developing the requirements. Fisher Road Holdings' WSML application has been approved by the CVRD and meets the requirements of the RFQ. The application is currently undergoing the public notification process.

The benefits of composting biosolids are numerous. Recycling biosolids is an environmentally sustainable solution for disposing a wastewater treatment plant's co-product. Diverting biosolids from the landfill saves valuable space for non-recyclable materials, and composting organic matter returns essential nutrients to the natural environment. The purpose of the Fisher Road recycling facility is to beneficially recycle organic materials and create high quality compost in an environmentally sound manner.

ALTERNATIVES

1. Award the contract to haul and beneficially reuse biosolids from the GNPCC to Fisher Road Holdings Ltd.
2. Do not award the contract to Fisher Road Holdings Ltd. Re-tender or haul biosolids from the GNPCC to the Regional Landfill for disposal.

FINANCIAL IMPLICATIONS

The quote from Fisher Road Holdings Ltd. at \$80.00 per metric tonne (including hauling costs) is the lowest quote for the Greater Nanaimo Pollution Control Centre biosolids handling. The term of the contract will be three years with the option, at the RDN's discretion, to extend the contract for an additional two years. The total cost of the three-year contract is projected to be \$600,000 based on 7,500 tonnes of biosolids (2,500 tonnes per year).

The total cost for handling biosolids in 2006 is estimated to be \$185,000. This estimated cost is \$30,000 over the 2006 budget and can be managed by the year end budget surplus. The increase in cost is partly due to additional regulatory requirements for the operation of these facilities. Although biosolids management costs have increased this year, the National Benchmarking Initiative has shown that the RDN's biosolids recycling costs are considered average when compared across Canada.

Landfill disposal costs for GNPCC biosolids are \$95 per metric tonne, plus an addition \$10 per tonne for hauling costs (\$105 per metric tonne). The total cost for hauling and disposing biosolids in the Landfill would be approximately \$262,500 per year.

The Liquid Waste Department does not recommend re-tendering the contract as different results are not expected.

ENVIRONMENTAL IMPLICATIONS

Beneficial reuse of biosolids at a private sector facility will save expensive landfill space. In addition, recycling biosolids is an environmentally sustainable option for managing biosolids, as it safely returns essential nutrients to the natural environment.

SUMMARY

In February 2006, RDN staff issued a Request for Quotations (RFQ) for the hauling and beneficial reuse of biosolids from the Greater Nanaimo Pollution Control Centre (GNPCC). The quote from Fisher Road Holdings Ltd. at \$80.00 was the lowest received.

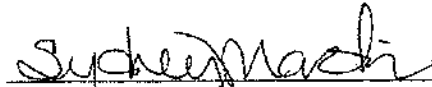
Fisher Road Holdings Ltd. is a composting facility in Cobble Hill, previously known as Meadowlark Technologies. Fisher Road purchased the facility in 2006 and took possession March 1, 2006. Fisher Road Holdings Ltd. has a detailed Operating Plan compliant with the OMRR and has applied for a

WSMI from the Cowichan Valley Regional District (CVRD). These regulations are in place to ensure that biosolids recycling is done in a manner protective of human health and the environment.

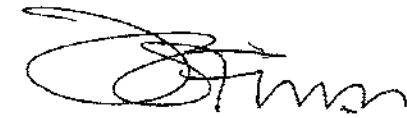
An alternative to awarding the contract to Fisher Road Holdings Ltd. is to haul and dispose of biosolids at the Regional Landfill at a cost of \$105 per metric tonne. This alternative would utilize valuable landfill space at a higher cost to the RDN.


RECOMMENDATION

1. That Fisher Road Holdings Ltd. be awarded an initial 3 year contract, with a 2 year renewal option, for the hauling and beneficial reuse of biosolids from the Greater Nanaimo Pollution Control Centre at \$80.00 per tonne.


Report Writer


Acting Manager Concurrence


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:



| | |
|------------------------------|--------|
| REGIONAL DISTRICT OF NANAIMO | |
| CHAIR | GM Cms |
| CAO | GM ES |
| DA CCD | MoF |
| MAR 21 2006 | |
| Board | |

MEMORANDUM

TO: Bob Lapham
Deputy Administrator

DATE: March 16, 2006

FROM: Maurcen Pearse
Manager, Administrative Services

FILE:

SUBJECT: Request for a Temporary Change to a Liquor Licence
Cassidy Inn - Area A

PURPOSE

To consider a temporary change to the Liquor Licence for the Cassidy Inn.

BACKGROUND

The Cassidy Inn has applied to the Provincial Liquor Control and Licencing Branch for a temporary change to their liquor licence. Temporary changes are only issued to applicants if they have received the approval of the Regional District.

The Cassidy Inn, located at 2954 Trans Canada Highway in Electoral Area 'A', currently has a Liquor-Primary Licence which authorizes the facility to house 145 patrons in a designated area. The Cassidy Inn is requesting a temporary change to their Liquor Licence to provide for an extension of their licenced area to outside of the patio area. This extension is requested for two (2) one day Show 'n Shine events scheduled for Sunday, June 25, 2006 and Sunday, September 10, 2006. These events will start at 11:00 am with contests being held for old cars, trucks and bikes.

DISCUSSION

The Cassidy Inn has held similar events in the past and no concerns have been raised. Considering that the temporary change will not increase the Inn's occupant load, staff believe that the proposal will not have any additional impact on the community or nearby residents. Staff are recommending support of the issuance of a *Letter of No Objection* for this application. The Area Director is in support of this application.

ALTERNATIVES

1. That the RDN has no objection to the Cassidy Inn's request for a temporary change to their Liquor Licence to provide for an extended patio area for two (2) one day events scheduled for June 25 and September 10, 2006.
2. That the RDN not support the Cassidy Inn's request for a temporary change to their Liquor Licence.

SUMMARY/CONCLUSION

The Regional District has received a request from the Cassidy Inn for a temporary change to their liquor licence to allow for (2) one day 'show 'n shine' events. Temporary changes to liquor licenses are only approved by the Provincial Liquor Control and Licensing Branch if they receive local government approval. If the RDN does not approve the licence change the sale of liquor will be restricted to existing licenced areas. After reviewing the proposal it appears that there will be no additional impact on nearby residents, therefore staff recommend that a 'Letter of No Objection' be issued as outlined in Alternative No. 1.

RECOMMENDATION

That the RDN has no objection to the Cassidy Inn's request for a temporary change to their Liquor Licence to provide for an extended patio area for their Show 'n Shine events scheduled for June 25 and September 10, 2006.



Report Writer



Deputy Administrator Concurrence



CAO Concurrence

COMMENTS:



**REGIONAL
DISTRICT
OF NANAIMO**

MEMORANDUM

| | | |
|---------------------------------|--------|--|
| REGIONAL DISTRICT OF NANAIMO | | |
| CHAIR | GM Cms | |
| CAO | GM ES | |
| PRESIDENT | MoF | |
| MAR 20 2006 | | |
| Board | | |
| | | |
| | | |

TO: Neil Connelly
General Manager Community Services

DATE: March 9, 2006

FROM: Jani M. Thomas
Protective Services Coordinator

FILE: 1855-03

SUBJECT: 2006 Emergency Planning Program Funding Application

PURPOSE

To consider approving an application to undertake the 2006 provincial Emergency Planning Program funding initiative for local governments.

BACKGROUND

The 2006 Emergency Planning Program funding application is due 01 April 2006. This grant is administered by the UBCM on behalf of the Province. The objective of the provincial government is to improve the preparedness of communities to respond to and recover from emergencies. The purpose of the funding program is to provide access to funding assistance for local governments to enhance emergency programs by providing the opportunity to update emergency plans to become British Columbia Emergency Response Management System (BCERMS) compliant, to conduct Hazard, Risk, Vulnerability Analyses (HVRA), to exercise existing emergency plans, and to provide training to emergency personnel as mandated in the *Emergency Program Act*.

The Emergency Program has applied for and received grants from this program in 2004 and 2005. The 2004 funds were used to train Emergency Coordination Center (ECC) responders (exempt staff) and stakeholder members. The 2005 funds have been used to have an HVRA completed for the Electoral Areas.

The 2006 Emergency Planning Business Plan includes the commencement of training Union staff in basic emergency management training. This training will be supplemented by the Protective Services Coordinator meeting with Departments to discuss more specific roles and functions. This grant will move the Program further towards this goal by providing course materials.

ALTERNATIVES

1. To approve the UBCM 2006 Emergency Planning application.
2. To not approve the UBCM 2006 Emergency Planning application.

FINANCIAL IMPLICATIONS

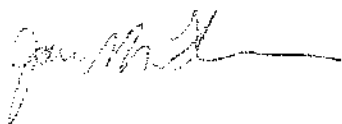
The amount of the grant is \$5,000.00, with the RDN 25% portion being \$1,250.00. The Emergency Planning share of the funds can be covered by 'in kind' costs, as detailed in the application guide.

SUMMARY/CONCLUSIONS

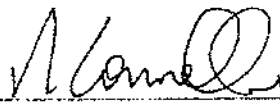
The 2006 Emergency Planning Program funding application is due 01 April 2006. Accessing these funds will facilitate in moving the Emergency Program further towards the goal of becoming more comprehensive and increasing emergency response and recovery capability. Staff recommends that the Board approve the application; which will allow the RDN to significantly strengthen the Emergency Program by being able to provide training to the the broader pool of staff.

RECOMMENDATION

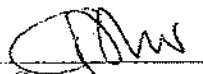
That the application for the 2006 provincial Emergency Planning Program funding be approved.



Report Writer



General Manager Concurrence



CAO Concurrence

COMMENTS



| | | |
|------------------------------|--------|--|
| REGIONAL DISTRICT OF NANAIMO | | |
| CHAIR | GM Cms | |
| CAO | GM ES | |
| DA CCD | MoF | |
| MAR 21 2006 | | |
| board. | | |
| | | |
| | | |

MEMORANDUM

TO: Bob Lapham
Deputy Administrator

DATE: March 21, 2006

FROM: Jason Llewellyn
Manager, Community Planning

FILE: 3360-30-0506

SUBJECT: Proposed New Regional District of Nanaimo Floodplain Management Bylaw

PURPOSE

To consider repealing the existing "Floodplain Management Bylaw No. 843, 1991," and adopting in its place the new "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006."

BACKGROUND

Section 910 of the *Local Government Act* permits local governments to designate land as a floodplain. Once an area is identified as a floodplain by a local government bylaw, certain construction restrictions contained in Section 910 of the *Local Government Act* regarding construction elevations apply to that area. The local government may also include in its bylaw additional setback restrictions within a designated flood plain area.

Historically, bylaws implemented under Section 910 of the *Local Government Act* were adopted by local governments in cooperation with the Ministry of Environment. This Ministry would act as a resource to local governments providing floodplain mapping and professional expertise on flooding, hazard lands, and associated development issues. As part of this role, the Ministry would evaluate and approve site specific applications to exempt land from Section 910 bylaws. As has been the general trend in the past few years, the Province has reduced their level of service and created an increased level of responsibility for local government. The provincial role is now limited primarily to providing written guidelines for local government to use in the evaluation of flooding hazards.

The *Flood Hazard Statutes Amendment Act, 2003*, came into force on October 23, 2003. This *Act* amended Section 910 of the *Local Government Act* by removing the ability of the Ministry of Water, Land and Air Protection to grant site specific exemptions to floodplain bylaws to allow construction below specified elevations or within setbacks. At that time local governments were not given the authority to grant these exemptions; therefore, it was impossible for property owners to obtain exemptions from the floodplain setbacks and flood level elevation requirements contained in flood plain bylaws, even where such exemptions were reasonable.

The *Miscellaneous Statutes Amendment Act (No. 2), 2004*, amended Section 910 of the *Local Government Act* by giving local governments the ability to grant site specific exemptions to a

floodplain bylaw. Therefore, property owners may request that the Board consider approving site specific exemptions to "Floodplain Management Bylaw No. 843, 1991," to allow development below the designated flood construction level or within the setback requirement.

The Regional District of Nanaimo's (RDN) ability to exempt a property from the Floodplain Management Bylaw is subject to certain restrictions that are set out in Subsection 910(6) of the *Local Government Act*. The local government must conclude that the exemption is advisable and the exemption must be either consistent with provincial guidelines, or the local government must have a report from a professional indicating that the land may be used safely for the use intended. The "provincial guidelines" are contained in the document entitled "Flood Hazard Area Land Use Management Guidelines" May 2004, produced by the Ministry of Water, Land and Air Protection.

Staff proposes a new Floodplain Management Bylaw for Board consideration for the following reasons:

- It is an opportunity to incorporate updated wording, definitions, and general exemptions;
- References to previous legislation such as the non-existent authority of the Province to provide site specific exemptions should be removed from the bylaw; and,
- Procedures outlining the Board's ability to consider exclusion applications should be added to the bylaw.

It is noted that the proposed new bylaw contains regulations very similar to the existing bylaw. Public consultation is not required pursuant to the *Local Government Act* prior to the adoption of this Bylaw.

The Electoral Area Planning Committee (EAPC) received "Floodplain Management Bylaw No. 1469, 2006," on February 14, 2006, and recommended that the Board approve the draft bylaw. On February 28, 2006, the Board referred the bylaw back to staff to incorporate a number of minor amendments recommended by the Regional district's lawyer. These amendments were made, and the revised bylaw is attached as Schedule No. for the Board's consideration.

ALTERNATIVES

1. To approve "Floodplain Management Bylaw No. 1469, 2006."
2. To deny "Floodplain Management Bylaw No. 1469, 2006," and provide further direction to staff.

IMPLICATIONS

Workload Implications

It is expected that the Province's transfer of responsibility for dealing with exclusions to floodplain bylaws will result in a handful of applications each year. It is noted that a good proportion of applications to vary the floodplain regulation will also involve a development variance permit or a development permit application to amend zoning bylaw setback requirements. Where a situation involves both types of applications, staff shall process them concurrently, in the same report. Where a floodplain bylaw exclusion application is processed by

itself, staff shall prepare a report for the EAPC and Board's consideration which provides a staff recommendation.

Unfortunately, when the Province downloaded responsibility for dealing with exemptions to floodplain bylaws, the *Local Government Act* was not amended to allow local governments to charge a fee for this service. Therefore, there is no application fee for site specific amendments to the Floodplain Bylaw. Following the Board's initial consideration of the bylaw the Board submitted a motion to AVICC requesting support for an amendment to the *Local Government Act* to allow a fee to be charged.

Safety and Liability Implications

Development within designated floodplains may be reasonable in cases where the flooding risk is identified as minimal by a geotechnical engineer and there are no alternative building sites. However, the granting of exemptions is not entirely risk free, and caution is certainly recommended when considering an application to allow development within an area that may be subject to flooding. Nevertheless, the liability is considered to be minimal, and acceptable, if the requirements are followed to approve only applications that are consistent with provincial guidelines and/or certified to be safe by a qualified professional.

It is noted that local governments are cautioned against reviewing the technical merits of a professional's recommendations. Such a review serves to create a legal responsibility for the RDN to ensure that the report is accurate. To ensure that the appropriate information is considered, the proposed bylaw includes, as Schedule D, a list of information to be provided by a professional engineer. It is also noted that the Board has full discretion to deny any site specific exemption regardless of the favourable recommendation of an engineer.

A key aspect to reducing liability is requiring the owners of property to register a Section 219 covenant on title of a property being exempted. The covenant should provide a waiver of claims and indemnification against third party claims associated with the use of the land; and they should also contain any conditions imposed by the Board under which the exemption was issued.

These covenants are important to protect the interest of the RDN; however, they are also important to notify potential future owners that the land is within a floodplain area and that there are conditions affecting the development and use of the land.

VOTING

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

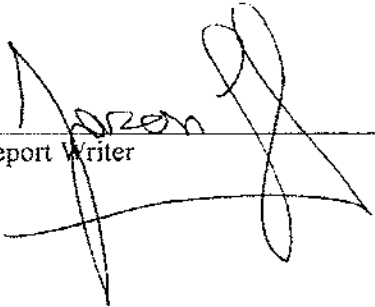
SUMMARY

In 2003 the *Flood Hazard Statutes Amendment Act* amended Section 910 of the *Local Government Act* by removing the ability of the province to grant site specific exemptions to flood plain bylaws. This authority to approve exemptions was then provided to local governments in the *Local Government Act* in 2004.


As a result of this legislative change, staff have drafted a new Floodplain Management Bylaw for the Board's consideration. The proposed bylaw reflects the new legislation and the Board's role to consider site specific exemptions. It is recommended that the Board approve the new Bylaw.

RECOMMENDATIONS

1. That "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006," be introduced and read three times.
2. That "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006," be adopted.


Report Writer


Deputy Administrator Concurrence


CAO Concurrence

COMMENTS:

devsvs/reports/2006/mr 3360 30 6506 Floodplain Management Bylaw Report

Schedule 1

**DRAFT REGIONAL DISTRICT OF NANAIMO
"FLOODPLAIN MANAGEMENT BYLAW NO. 1469, 2006"**

**A BYLAW TO ESTABLISH FLOODPLAINS, CONSTRUCTION LEVELS IN
FLOODPLAINS, AND SETBACKS FOR LANDFILL AND STRUCTURES IN
FLOODPLAINS**

WHEREAS Section 910 of the *Local Government Act* allows a local government to designate land as a floodplain; specify the flood level for that floodplain; and specify setbacks for landfill or structural supports within the floodplain;

AND WHEREAS the Regional District of Nanaimo has considered the Provincial Guidelines;

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

Short Title

1. This bylaw may be cited for all purposes as the "Regional District of Nanaimo Floodplain Management Bylaw No. 1469, 2006."

Application

2. This Bylaw applies only to those areas of the Regional District to which a bylaw adopted under Section 694 of the *Local Government Act* applies.

Repeal

- 3 "Regional District of Nanaimo Floodplain Management Bylaw No. 843, 1991" is hereby repealed.

Interpretation

4. For the purpose of this bylaw:

Designated Flood means a flood, which may occur in any given year, of such magnitude as to equal a flood having a 200 year recurrence interval, based on a frequency analysis of unregulated historic flood records or by regional analysis where there is inadequate streamflow data available.

Designated Flood Level means the observed or calculated elevation for the Designated Flood and is used in the calculation of the Flood Construction Level.

Flood Construction Level means the Designated Flood Level plus the allowance for Freeboard and is used to establish the elevation of the underside of a wooden floor system or top of a concrete slab for any Habitable Area. In the case of a Manufactured Home the Designated Flood Level is the Flood Construction Level for the top of the Pad.

Freeboard means a vertical distance added to the Designated Flood Level and is used to establish the Flood Construction Level.

Habitable Area means any room or space within a building or structure, which can be used for human occupancy, commercial sales, or storage of goods, possessions, or equipment (including furnaces) that would be subject to damage if flooded.

Landfill means the placement of soil, gravel or other material on the surface of land.

Manager means either the Manager of Inspection/Enforcement or the Manager of Community Planning of the Regional District of Nanaimo, the deputies of such persons appointed by the Regional District of Nanaimo, or another person appointed by the Regional District of Nanaimo to act in place of the Manager of Inspection/Enforcement or the Manager of Community Planning.

Manufactured Home means a structure manufactured as a unit, intended to be occupied in a place other than at its manufacture, and designed as a dwelling unit, and includes modular homes and mobile homes and specifically excludes recreation vehicles.

Natural Boundary means the visible high water mark of any lake, river, stream, the sea or other body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the bed of the lake, river, stream, the sea or other body of water a character distinct from that of the banks thereof, in respect of vegetation, as well as in respect to the nature of the soil itself. In addition, the Natural Boundary includes the best estimate of the edge of dormant or old side channels and marsh areas.

Pad means a surface on which blocks, posts, runners or strip footings are placed for the purpose of supporting a Manufactured Home, or other Habitable Area.

Professional Engineer means a person who is registered or licensed under the provisions of the Engineers and Geoscientists Act.

Regional District means the Regional District of Nanaimo.

Setback means the required minimum distance, measured horizontally, that a structural support or landfill, required to elevate a floor system or Pad above the Designated Flood Level, must be separated from the Natural Boundary to maintain a floodway and to allow for potential erosion.

Watercourse means any natural or man-made depression with well-defined banks and a bed 0.6 metres or more below the surrounding land serving to give direction to, or acting as a retention area for, a current of water that flows at least six months of the year or drains an area of 2 square kilometers or more upstream of the point of consideration.

Severability

5. If any Section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be

severed and the decision that it is invalid, shall not affect the validity of the remaining portions of the Bylaw.

Enforcement

6. Every person who violates any provision of this Bylaw; causes or permits an act or thing to be done in violation to any provision of this Bylaw; neglects or omits to do anything required by this Bylaw; or fails to comply with an order, direction or notice made or delivered under this Bylaw commits an offence and is liable, upon conviction, to the penalties prescribed under this Bylaw and the *Offence Act*.
7. The Manager may enter, at all reasonable times, upon any premises to inspect and determine whether all regulations, prohibitions and requirements are being met, in accordance with Section 268 and 314.1 of the *Local Government Act* and Section 16(1) to (5) of the *Community Charter*.
8. Any person who violates any provision of this bylaw shall, upon summary conviction, be liable to a penalty of up to \$5,000.00 per offence.
9. Each day that an offence occurs constitutes a separate offence.

No Representations

10. By the enactment, administration or enforcement of this Bylaw, or the granting of a site specific exemption, the Regional District does not represent to any person that any building or structure, including a Manufactured Home, located, constructed, or used in accordance with the regulations of this Bylaw or in accordance with any advice, information, direction or guidance provided by the Regional district in the course of administration of this Bylaw will not be damaged by flooding.

General Prohibitions

11. No person shall construct, build, erect, or place, or allow to be built, erected, or placed any building or structure contrary to the provisions of this bylaw.

Floodplain Designations

12. The following lands are designated as flood plain.
 - a. Land identified as floodplain on the Nanaimo River Floodplain maps (drawings No. 84-29-1, 84-29-2, and 84-29-3, dated May 1984) attached to and forming part of this Bylaw as Schedule A.
 - b. Land identified as floodplain on the Little Qualicum River Floodplain map (Map No. 92F, dated September 30, 1997) attached to and forming part of this Bylaw as Schedule B.
 - c. Land identified as floodplain on the Englishman River Floodplain maps (drawings No. 85-23-1, 85-23-2, 85-23-3, 85-23-4, 85-23-4, 85-23-5, 85-23-6, 85-23-7, dated April 1980) attached to and forming part of this Bylaw as Schedule C.

- d. Land within the floodplain Setbacks specified in Section 13 of this Bylaw.
- e. Land lower than the Flood Construction Levels specified in Section 14 of this bylaw.

Setback Requirements

13. Unless specified elsewhere in this Bylaw, and subject to Section 910 (4) of the *Local Government Act*, no landfill or portion of a landfill slope, or structural support required to support a floor system or Pad above the Designated Flood Level, shall be constructed, reconstructed, moved, extended or located:
- a. within thirty (30) metres from the Natural Boundary of the Englishman River, Little Qualicum River, Millstone River, Nanaimo River or French Creek;
 - b. within fifteen (15) metres from the Natural Boundary of any other Watercourse including a lake, marsh, or pond;
 - c. within fifteen (15) metres from the Natural Boundary of the sea, with the exception outlined in Section 13. d and e;
 - d. within eight (8) metres from the Natural Boundary of the sea where the sea frontage is protected from erosion by a natural bedrock formation or works designed by a professional engineer and maintained by the owner of the land;
 - e. within eight (8) metres from any dyke right-of-way, or structure for flood protection or seepage control; or,
 - f. where a building site is at the top of a bank that is 30 degrees or more from horizontal and where the toe of the bank is subject to erosion and is closer than 15 metres from a Natural Boundary, the Setback shall be a horizontal distance from the top of bank equal to 3 times the height of the bank as measured from the toe of the bank.

Flood Construction Level

14. Subject to Section 910 (4) of the *Local Government Act*, no building, structure (including a Manufactured Home), or any part thereof, shall be constructed, reconstructed, moved, extended, or located, where the underside of any wooden floor system or top of a slab or Pad of any Habitable Area is located below:
- a. the Flood Construction Level for a specific parcel, as determined by interpolation from those flood construction levels shown for land identified as floodplain on:
 - i. The Nanaimo River Floodplain maps (drawings No. 84-29-1, 84-29-2, and 84-29-3, dated May 1984) attached to and forming part of this Bylaw as Schedule A;
 - ii. The Little Qualicum River Floodplain map (Map No. 92F, dated September 30, 1997) attached to and forming part of this Bylaw as Schedule B; and,

- iii. The Englishman River Floodplain maps (drawings No. 85-23-1, 85-23-2, 85-23-3, 85-23-4, 85-23-4, 85-23-5, 85-23-6, 85-23-7, dated April 1980) attached to and forming part of this Bylaw as Schedule C;
 - b. three (3) metres above the Natural Boundary of the Englishman River, Little Qualicum River, Milestone River, Nanaimo River, and French Creek, where that land is within a distance of 200 metres of that Watercourse; and,
 - c. one and one half (1.5) metres above the Natural Boundary of any other Watercourse, as well as the sea, a lake, a marsh or a swamp where that land is within a distance of 100 metres of that Watercourse, the sea, a lake, a marsh or a swamp.
15. Subject to Section 13 of this Bylaw the required elevation may be achieved by structural elevation of the said Habitable Area, and/or by the placement of compacted landfill on which any building or structure is to be located. Any structural support or compacted landfill shall be protected from scour and erosion, and an engineer must certify the suitability of the landfill or structure for the intended use.

General Flood Construction Level Exemptions

16. Section 910(4)(a) of the *Local Government Act* and Section 14 of this Bylaw do not apply to:
- a. a renovation of an existing building or structure that does not involve an addition thereto;
 - b. an addition to a building or structure, at the original non-conforming floor elevation, that would increase the size of the building or structure by less than 25 % of the floor area that was existing on February 11, 1992;
 - c. a building or that portion of a building to be used as a garage, carport, or storage building not used for the storage of goods damageable by flood waters, toxic materials, or materials that may contaminate the environment;
 - d. on-loading and off-loading facilities associated with water oriented industry and portable sawmills provided the main electrical switchgear is placed above the Flood Construction Level;
 - e. that portion of a building used as crawl space (not exceeding 1.5 metres in height);
 - f. recreation shelters, stands, campsite washrooms and washhouses, and other outdoor recreation facilities not susceptible to flood damage;
 - g. farm buildings other than dwelling units and closed sided livestock housing;
 - h. closed sided livestock housing provided that the underside of the floor system or the top of a slab or Pad of any area to be occupied by livestock is located no lower than 1.0 metre above the natural ground elevation taken at any point on the perimeter of the building, or no lower than the Flood Construction Levels specified in this Bylaw, whichever is the lesser; or

- i. farm dwelling units on parcel sizes 8 hectares or greater, located within the Agricultural Land Reserve, provided that the underside of the floor system or the top of a slab or Pad or any Habitable Area is located no lower than 1.0 metre above the natural ground elevation taken at any point on the perimeter of the building, or no lower than the Flood Construction Levels specified in this Bylaw, whichever is the lesser, where the owner grants a restrictive covenant under Section 291 of the Land Title Act which includes an indemnity in favour of the Regional District against any loss or damage with respect to the flooding of the property, flood damage to the land, structures, and content thereof, or any injury (including death) to any person or animal arising from the flooding of damage to the land.

Site Specific Exemption Applications

17. Pursuant to Section 910 (5) of the *Local Government Act* a person may make application to the Board to exempt a specific parcel of land or a use, building or other structure on that parcel of land, from Section 910(4) of the *Local Government Act* and this bylaw provided that a complete application is made to the Manager on the application form prescribed by the Manager.
18. The Board of the Regional District of Nanaimo may exempt a person from the application of Section 910 (4) of the *Local Government Act* or this Bylaw, in relation to a specific parcel of land or a use, building or other structure on the parcel of land where:
 - a. the Board considers the proposed exemption advisable;
 - b. a Professional engineer or geoscientist with experience in geotechnical engineering certifies that the property can be safely used for the intended use and, if applicable, that protection from a 1 in 200 year flood can be achieved;
 - c. the professional engineer or geoscientist providing the certification required under Section 18.b. of this Bylaw, provides the quality assurance statement and information identified in Schedule D; and
 - d. the owner grants a restrictive covenant under Section 219 of the Land Title Act respecting the use and development of the land which includes an indemnity in favour of the Regional District to indemnify and save harmless the Regional District against any loss or damage with respect to the flooding to the property, or flood damage to the land, structures and contents thereof, or any injury (including death) to any person or animal arising from the flooding of the property or flood damage to the land.

Introduced and read three times this ____ day of _____, 2006.

Adopted this ____ day of _____, 2006.

Chairperson

Deputy Administrator

Schedule 'D' to accompany "Regional District of
Nanaimo Floodplain Management Bylaw No. 1469,
2006"

Chairperson

Deputy Administrator

Schedule "D"

Information Required with a Site Specific Exemption Application

1. Quality Assurance Statement

I hereby certify:

I am a professional engineer or professional geoscientist, with experience in geotechnical engineering, geohazard assessment and river hydrology;

I am licensed in the Province of British Columbia; and,

I am qualified to carry out the following flood hazard assessment and I have performed an evaluation of the area of the proposed development in accordance with the "Flood Hazard Area Land Use Management Guidelines of the Province of British Columbia."

Name: _____ Signature: _____

2. General Requirements

- (1) *Legal Description of the property.*
- (2) *General Location map of the property.*
- (3) *Detailed map of the property showing property boundaries, safe areas for development, watercourses, topography and physical features.*
- (4) *Statement of conformance to the "Floodplain Management Bylaw No. 1496", and Provincial Guidelines.*
- (5) *Review of all relevant restrictive covenants registered on title (copies of covenants, if relevant, should be attached to the report.)*
- (6) *Review of all relevant previous reports and flood hazard maps affecting the site and surrounding area.*

- (7) *Review of current and historical air photos.*
- (8) *Description of site visits and observations.*
- (9) *Review of historical flood information including stream flow data, climate data and local observations.*
- (10) *Assessment of the nature extent, magnitude, frequency and potential effect of all flood or debris flow hazards that may affect the property.*
- (11) *Description of the scientific methodology(s) and assumptions used to undertake the assessment in sufficient detail to facilitate a professional review.*
- (12) *The location of all proposed building sites and specified setback distances from the natural boundary of watercourses. (Maps must be delineated with sufficient accuracy and detail to allow the preparation of a legal reference plan for attachment to a restrictive covenant).*
- (13) *Recommendations to ensure safe use of a site. (These should be clearly stated with sufficient detail and clarity to be included in a Land Title Act, Section 219 Covenant).*
- (14) *Description of proposed mitigation works and/or actions designed to mitigate the hazard with confirmation that the Guidelines have been considered.*
- (15) *Where mitigation works and or actions area proposed, an assessment of the effects that the proposed works and or actions may have on other properties including public infrastructure.*
- (16) *Where mitigative works and or actions designed to reduce hazards are contemplated, prior to completing the report and expending time and money on the detailed design the proponent should confirm that the works and or actions proposed will be accepted by local government and that they would meet regulatory Provincial requirements and will be approved by the Inspector of Dikes.*
- (17) *Where floodplain maps are used to recommend FCLs, document which map was used.*
- (18) *Where an existing FCL shown on a floodplain map is deemed inappropriate, or where a new FCL is recommended, provide details of the calculation and confirmation that the Guidelines were considered in the process.*
- (19) *For property adjacent to or within a meandering and/or braided river floodplain, use air photos, maps and other information to describe and assess relevant ongoing river processes that may pose a hazard to the property.*
- (20) *When recommending the use of minimum setback and elevation guidelines for smaller streams, provide a map of the stream watershed area used to determine the drainage area.*