

REGIONAL DISTRICT OF NANAIMO

**BOARD MEETING
TUESDAY, FEBRUARY 27, 2007
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
11 **Joan Miller, Paul Galinski, David McCormick re Vancouver Island North Film Commission.**
- 3. BOARD MINUTES**
12-23 Minutes of the Board meeting held January 23, 2007.
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
- 6. UNFINISHED BUSINESS**

BYLAWS

For Adoption.

Bylaw No. 813.38. (All Directors – One Vote)

That “French Creek Sewerage Facilities Local Service Area Boundary Amendment Bylaw No. 813.38, 2006”, be adopted.

This is a bylaw to include a portion of an amalgamated property legally described as Lot 1, DL 28, Plan 58358 (Island Highway) and to exclude the property legally described as Lot C, DL 29, Plan VIP60349 into the French Creek Sewer Local Service Area – Area G.

Bylaw No. 889.43. (All Directors – One Vote)

That “Regional District of Nanaimo Northern Community Sewer Local Service Area Boundary Amendment Bylaw No. 889.43, 2006”, be adopted.

This is a bylaw to include a portion of an amalgamated property legally described as Lot 1, DL 28, Plan 58358 (Island Highway) and to include the property legally described as Lot C, DL 29, Plan VIP60349 into the Northern Community Sewer Local Service Area - Area G.

Bylaw No. 813.39. (All Directors – One Vote)

That “Regional District of Nanaimo French Creek Sewerage Facilities Local Service Area Amendment Bylaw No. 813.39, 2006” be adopted.

This is a bylaw to include the property legally described as Lot 29, DL 49, Plan 24289 into the French Creek Sewer Local Service Area – Area G.

Bylaw No. 889.44. (All Directors – One Vote)

That “Regional District of Nanaimo Northern Community Sewer Local Service Area Amendment Bylaw” be adopted.

This is a bylaw to include the property legally described as Lot 29, DL 49, Plan 24289 into the Northern Community Sewer Local Service Area – Area G.

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

24-26 Minutes of the Electoral Area Planning Committee meeting held February 13, 2007. (for information)

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Application No. AA0605 – Quest Homes on behalf of Schickendanz & Moore – 4320 Garrod Road – Area H. (Electoral Area Directors except EA ‘B’ – One Vote)

1. *That the minutes of the Public Information Meetings held on October 11, 2006 and January 22, 2007 be received.*
2. *That Zoning Amendment Application No. ZA0605, as submitted by Quest Homes, on behalf of Schickendanz & Moore to rezone Building Strata Lots 1-10, District Lot 36, Newcastle Land District. Plan VIS5953 and located adjacent at 4320 Garrod Road from Commercial 5 Subdivision District ‘M’ (CM5M) to Comprehensive Development Zone 38 be approved to proceed to public hearing subject to the conditions included in Schedule No. 1.*
3. *That “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007” be given 1st and 2nd reading.*
4. *That “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007” proceed to Public Hearing.*
5. *That the Public Hearing on “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007” be delegated to Director Bartram or his alternate*

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60633 – Malainey –1777 Admiral Tryon Boulevard – Area G. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Permit Application No. 60633.

- 1. That Development Permit Application No. 60633, with variances to legalize the siting of an existing deck and rip-rap marine retaining wall and proposed sunroom addition for a property located at 1777 Admiral Tryon Boulevard, be approved according to the conditions outlined in Schedule No. 1 and subject to the Board's consideration of the comments received as a result of public notification.*
- 2. That if the Ministry of Transportation, at its discretion, does not approve the proposed covenant amendment, the Board approval of this permit be withdrawn, and the Board direct staff to withhold the issuance of this permit and proceed with enforcement action to remove the illegal deck and rip-rap marine retaining wall.*

Development Permit Application No. 60653 – Fern Road Consulting Ltd., on behalf of C & D Steen – 4299 Garrod Road – Area H. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Permit Application No. 60653.

That Development Permit Application No. 60653, submitted by Fern Road Consulting Ltd., on behalf of C & D Steen to legalize the siting of the accessory garage and greenhouse buildings located on the property legally described as Lot 4, District Lot 36, Newcastle District, Plan 21618 and designated within a Hazard Lands Development Permit Area pursuant to "Electoral Area 'H' Official Community Plan Bylaw No. 1335, 2003" be approved subject to the conditions outlined in Schedule Nos. 1, 2 and 3 and the notification procedure requirements of the Local Government Act.

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit No. 90702 and Request for Relaxation of the Minimum 10% Perimeter Requirement – McElhanney Consulting Services Ltd., on behalf of 547808 BC Ltd. – 2298 Pylades Drive – Area A. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. 90702.

- 1. That Development Variance Permit No. 90702, submitted by McElhanney Consulting Services Ltd., on behalf of 547808 BC Ltd., in conjunction with the subdivision of the parcel legally described as Lot A, Sections 9 & 10, Range 6, Cedar District, Plan VIP71176, and located at the end of Pylades Drive in Electoral Area 'A', be approved subject to the notification requirements pursuant to the Local Government Act with respect to the proposed variances outlined in Schedule No. 1.*

2. *That the request to relax the minimum 10% frontage requirement for the proposed Remainder of Lot A, as shown on the submitted plan of the subdivision of Lot A, Sections 9 and 10, Range 6, Cedar District, Plan VIP71176, be approved.*

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

27-33 Minutes of the Committee of the Whole meeting held February 13, 2007. (for information)

CORPORATE SERVICES

ADMINISTRATION

Request for Tree Height Regulation. (All Directors – One Vote)

That the Board request the Provincial Government to grant the Regional District additional powers through a Regulation issued under s.799 of the Local Government Act, to regulate the height of trees in connection with airport operations.

DEVELOPMENT SERVICES

EMERGENCY PLANNING

2006/2007 Integrated Emergency Planning Funding Program Application. (All Directors – One Vote)

That the application for the 2006/2007 Integrated Emergency Planning Funding Program be approved.

PLANNING

Green Buildings Project – Action Plan. (All Directors – One Vote)

1. *That the report on future work the RDN could undertake to encourage the construction of green buildings in the region be received.*
2. *That the Green Building Action Plan be approved, and that staff be directed to undertake work in the plan related to the development of green building policy as budgeting and staff resources permit.*
3. *That staff bring forward, for the Board's consideration, a timeline for the implementation of the rest of the proposed steps in the Green Building Action Plan.*

Request for Additional Staff Position – Sustainability Coordinator.

(All Directors – One Vote)

That the Regional District Board approve the establishment of a Sustainability Coordinator position.

(All Directors – Weighted Vote)

That the Electoral Area Planning budget be increased by \$6,500 and the Regional Growth Management budget be increased by \$11,500 to provide funds to establish this position in September 2007.

ENVIRONMENTAL SERVICES

LIQUID WASTE

French Creek Pollution Control Centre Stage 3 Upgrade Tender Award. (All Directors – Weighted Vote)

1. *That the revised project estimate of \$2,700,463 be approved.*
2. *That D. Robinson Contracting Ltd. be awarded the construction phase of FCPCC Stage 3 (Phase 1A) Upgrade project for the tendered amount of \$2,088,263.*
3. *That Northern Community Development Cost Charge funds in the amount of \$1,500,463 be approved as a source of funds for this project.*

Greater Nanaimo Pollution Control Centre Biosolids Contract. (All Directors – Weighted Vote)

That Malaspina University-College be awarded an initial three year contract, with a two year renewal option, for the hauling and beneficial reuse of biosolids from the Greater Nanaimo Pollution Control Centre at \$77 per tonne.

SOLID WASTE

Garbage and Recycling Collection Contract Extension.

(All Directors – Weighted Vote)

1. *That the Board approve a one-year extension to WSI Inc. for garbage and recycling collection services without special collection days.*

(All Directors – One Vote)

2. *That staff report back on the options for increasing garbage collection to once per week service in Electoral Areas 'C' and 'F' for the proposed service contract extension period.*

Construction/Demolition Waste Diversion Strategy. (All Directors – One Vote)

That the Board approve the Construction/Demolition Waste Diversion Strategy for general distribution and posting to the RDN web site.

Partners for Climate Protection Program – RDN Corporate Climate Change Plan. (All Directors – One Vote)

That the Board approve the RDN Corporate Climate Change Plan which identifies measures to reduce greenhouse gas emissions to 4 percent below 2004 levels by 2012.

UTILITIES

Mid Vancouver Island Habitat Enhancement Society – Request for Letter of Support. (All Directors – One Vote)

That the Board direct staff to provide a letter of support for the Mid Vancouver Island Habitat Enhancement Society's "Caring for the Englishman River Estuary Program".

2007 Infrastructure Planning (Study) Grant Applications. (All Directors – One Vote)

That the Board support applications to the Ministry of Community Services for Infrastructure Planning (Study) Grant applications for the following 2007 Environmental Services program initiatives:

Utilities Department

Water use bylaws / best management practices review.

Innovative water supply and re-use study.

Sanitary Sewer Pre-Design for Surfside Sewer Service expansion.

Cross Connection Control program.

Team Water Smart Education Outreach program in partnership with the Town of Qualicum Beach.

Well Redevelopment Planning Study.

Liquid Waste Department

GNPCC energy audit – to identify energy efficiency opportunities at the treatment plant.

FCPCC energy audit – to identify energy efficiency opportunities at the treatment plant.

Pumping station energy audit – to identify energy efficiency opportunities at our pump stations.

Liquid Waste Management Plan review.

Engineering Services Department

Sanitary Sewer Pre-Design for the Beachcomber area in Nanoose Bay.

Surfside Sanitary Sewer Service Area Capital Charge Bylaw No. 1516.

(All Directors – One Vote)

That "Surfside Sanitary Sewer Local Service Area Capital Charge Bylaw No. 1516, 2007" be introduced for first three readings.

(All Directors – 2/3)

That "Surfside Sanitary Sewer Local Service Area Capital Charge Bylaw No. 1516, 2007" having received three readings, be adopted.

French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15.

(All Directors – One Vote)

That "Regional District of Nanaimo French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15, 2007" be introduced and read three times.

(All Directors – 2/3)

That "Regional District of Nanaimo French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15, 2007" having received three readings, be adopted.

Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.04. (All Directors – One Vote)

That "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.04, 2007" be introduced for first three readings and forwarded to the Ministry of Community Services for approval.

RECREATION AND PARKS SERVICES

Renewal of Revised Boardwalk Agreement with Ministry of Environment. (All Directors – Weighted Vote)

That the Regional District of Nanaimo enter into a ten-year agreement for the management and maintenance of the boardwalk located at the Englishman River estuary in San Pareil (Electoral Area 'G'), with the Province of BC's Ministry of Environment.

COMMISSION, ADVISORY & SELECT COMMITTEE

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

- 1. That the minutes of the District 69 Recreation Commission meeting held January 18, 2007 be received for information.*

2. *That the District 69 Rural Recreation Program Service Delivery Report be received.*

Area 'G' Parks and Open Spaces Advisory Committee. (All Directors – One Vote)

That the minutes of the Area 'G' Parks and Open Space Advisory Committee meeting held November 9, 2006 be received for information.

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

1. *That the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meeting held January 10, 2007 be received for information.*
2. *That the RDN host a workshop to promote the Sustainability Community Builders Checklist.*
3. *That staff prepare a report for the Board's consideration on the RDN taking more responsibility for stormwater management.*

Drinking Water Watershed Protection Stewardship Committee. (All Directors – One Vote)

That the minutes of the Drinking Water Watershed Protection Stewardship Committee meeting held December 6, 2006 be received for information.

Transit Select Committee.

(All Directors – One Vote)

1. *That the minutes of the Transit Select Committee meeting held January 26, 2007 be received for information.*

(All Directors – One Vote)

2. *That the Terms of Reference for the Transit Business Plan for the Nanaimo Regional Transit System be approved.*

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

3. *That staff be directed to amend the District 69 establishing bylaw to implement a formula which allocates net costs as follows:*
 - (a) 40% based on population*
 - (b) the remainder allocated as 77% times the number of hours plus 23% times the number of kilometers; and*
 - (c) that the cost apportionment formula be based upon the prior year's actual service received from January 1 to December 31 to be implemented in 2008.*

DEVELOPMENT SERVICES

BUILDING & BYLAW SERVICES

Building Regulation and Fees Amendment Bylaw No. 1250.02 – Moved On Buildings.

(All Directors – One Vote)

That “Regional District of Nanaimo Building Regulation and Fees Bylaw Amendment Bylaw No. 1250.02, 2007” be introduced and read three times.

(All Directors – 2/3)

That “Regional District of Nanaimo Building Regulation and Fees Bylaw Amendment Bylaw No. 1250.02, 2007” be adopted.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Qualicum Beach Lawn Bowling Project. (All Directors – One Vote)

That the Board support the Qualicum Beach Lawn Bowling Club's indoor bowling green project and request that staff investigate and report back to the Board, the options available to provide financial support.

BOARD INFORMATION

Fair Compensation from BC Hydro for Transmission and Distribution Lines.

(All Directors – One Vote)

That the resolution forwarded to all Regional District Boards by the Regional District of Central Kootenay regarding the January 19, 2007 report titled “Fair Compensation from BC Hydro for Transmission and Distribution Lines” be referred to staff and a report be prepared with recommendations for the Board's consideration.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Selection Committee.

Electoral Area ‘F’ Parks and Open Space Advisory Committee. (All Directors – One Vote)

That the membership section of the Electoral Area ‘F’ Terms of Reference be amended to include the Electoral Area ‘F’ appointee to the District 69 Recreation Commission.

Regional Parks and Trails Advisory Committee.

34-37 Minutes of the Regional Parks and Trail Advisory Committee meeting held February 20, 2007. (for information)

38-41 1. **Canada – BC Municipal Rural Infrastructure Fund Application – Nash and Ridgewell Creek Trail Bridges.** (All Directors – One Vote)

That the Regional Board approve making application to the Canada – BC Municipal Rural Infrastructure Fund for the construction of Nash and Ridgewell Creek Regional Trail System bridges as identified in the 2007 – 2012 Five Year Financial Plan.

42-49 2. **Arrowsmith Massif Proposed Regional Park Application.** (All Directors – One Vote)

That the Board approve seeking support from a sponsoring Ministry and approve the subsequent preparation and submission of a Nominal Rent Tenure application to the Integrated Land Management Bureau of the Ministry of Agriculture and Land for the purposes of acquiring tenure over Block 1380 to be administered as a Regional Park.

Arrowsmith Water Service Management Committee.

50-53 Minutes of the Arrowsmith Service Management Committee meeting held February 6, 2007. (for information)

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

That the 2007 AWS budget be approved.

8. ADMINISTRATOR'S REPORTS

54-56 Illegal Dock Structure at 3482 Grilsc Road – Area E. (All Directors – One Vote)

57-58 Contravention of Building and Land Use Bylaws – 105 Hilliers Road – Area F. (All Directors – One Vote)

59-60 Electoral Areas 'C' and 'F' Garbage Collection Schedule Change. (All Directors – One Vote)

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

Burgoyne, Linda

From: Tonn, Nancy
Sent: Friday, February 02, 2007 8:31 AM
To: Burgoyne, Linda
Cc: Pearse, Maureen
Subject: FW: RD Board meeting

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

From: Joan Miller [mailto:film.commission@infilm.ca]
Sent: Thursday, February 01, 2007 1:43 PM
To: Tonn, Nancy
Cc: David McCormick; Paul Galinski
Subject: RD Board meeting

Hi Nancy,

As per our phone conversation I am requesting to make a short presentation (15 minutes) to the RD Board on February 27th. I am the regional film commissioner representing Vancouver Island North Film Commission. I would be accompanied by my board Chair Paul Galinski or our Vice Chair David McCormick.

The subject of our presentation is "Supporting a Regional Initiative to Attract and Facilitate the Film and Television Industry"

Thanks Joan

** Joan Miller **
Island North Film Commission
<http://www.infilm.ca>
phone and fax: 250-287-2772

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In Film
Suite 203-871 Island Highway
Campbell River, BC
V9W 2C3

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JANUARY 23, 2007, AT 7:00 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 S. Herle	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Alternate	
Director L. Sherry	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Manhas	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Sr. Mgr. of Corporate Administration
T. Osborne	Gen. Mgr. of Recreation & Parks
J. Finnie	Gen. Mgr. of Environmental Services
P. Thorkelsson	Gen. Mgr. of Development Services
N. Avery	Gen. Mgr. of Finance & Information Services
D. Trudeau	Gen. Mgr. of Transportation Services
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Director Sherry to the Board meeting.

DELEGATIONS

Cheryl Dill and Kim Burden, Parksville & District Chamber of Commerce, re Tourism Initiatives.

Ms. Dill provided an overview of the Parksville & District Chamber of Commerce's services provided to the residents, businesses and tourism community within the Regional District and requested that the Board consider the creation of a tourism function in order to produce sufficient funds in the amount of \$23,600 annually, to operate the Visitor Information Centre.

BOARD MINUTES

MOVED Director Westbrook, SECONDED Director Bartram, that the minutes of the inaugural Board meeting held December 12, 2006 be adopted.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that the minutes of the special Board meeting held January 9, 2007 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Belinda Davies, re Development Permit Application No. 60661 – Ken Clarke & Keith Wick – Beldon Place – Area E.

MOVED Director Holme, SECONDED Director Mannas, that the correspondence from Belinda Davies regarding Development Permit Application No. 60661 be received.

CARRIED

Dave Scott, re Development Permit Application No. 60661 – Ken Clarke & Keith Wick – Beldon Place – Area E.

MOVED Director Holme, SECONDED Director Manhas, that the correspondence from Dave Scott regarding Development Permit Application No. 60661 be received.

CARRIED

UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 500.336.

MOVED Director Holme, SECONDED Director Bartram, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.336, 2006” be adopted.

CARRIED

Bylaw No. 1240.03.

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Electoral Area ‘A’ Official Community Plan Bylaw Amendment Bylaw No. 1240.03, 2006” be adopted.

CARRIED

Bylaw No. 1152.03.

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Electoral Area ‘F’ Official Community Plan Bylaw Amendment Bylaw No. 1152.03, 2006” be adopted.

CARRIED

Bylaw No. 1148.04.

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Bylaw Amendment Bylaw No. 1148.04, 2006” be adopted.

CARRIED

Bylaw No. 814.09.

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Englishman River Official Community Plan Bylaw Amendment Bylaw No. 814.09, 2006” be adopted.

CARRIED

Bylaw No. 1055.03.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo East Wellington – Pleasant Valley Official Community Plan Bylaw Amendment Bylaw No. 1055.03, 2006" be adopted.

CARRIED

Bylaw No. 1115.04.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo French Creek Official Community Plan Bylaw Amendment Bylaw No. 1115.04, 2006" be adopted.

CARRIED

Bylaw No. 1335.02.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Bylaw Amendment Bylaw No. 1335.02, 2006" be adopted.

CARRIED

Bylaw No. 1007.05.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Shaw Hill – Deep Bay Official Community Plan Bylaw Amendment Bylaw No. 1007.05, 2006" be adopted.

CARRIED

Bylaw No. 1400.01.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw Amendment Bylaw No. 1400.01, 2006" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Young, that the minutes of the Electoral Area Planning Committee meeting held January 9, 2007 be received for information.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Application No. AA0606 – Point Ellice Properties Ltd. – Main Road – Area A.

MOVED Director Burnett, SECONDED Director Bartram, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.338, 2006" to rezone the properties legally described as Lot 5, Block 7, Section 12, Range 7, Cranberry District, Plan 1643 and Lots 6 and 7, Block 7, Sections 12 and 13, Range 7, Cranberry District, Plan 1643 from Industrial 5 Subdivision District 'J' (IN5J) to Main Road Light Industrial Comprehensive Development 37 (CD37) be given 1st and 2nd reading.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.338, 2006" be approved to proceed to Public Hearing.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.338, 2006" be delegated to Director Burnett or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60657 – Allen/Kehoe Holdings – Andover Road – Area E.

MOVED Director Holme, SECONDED Director Bartram, that Development Permit No. 60657 submitted by Walter Allen on behalf of Kehoe Holdings Ltd. to facilitate the construction of a single dwelling unit on Andover Road be approved subject to the conditions outlined in Schedule No. '1'.

CARRIED

Development Permit Application No. 60658 – Allen/Eilers – Carmichael Road – Area E.

MOVED Director Holme, SECONDED Director Bartram, that Development Permit No. 60658 submitted by Walter Allen on behalf of Florian and Alice Eilers to facilitate the construction of a single dwelling unit on Carmichael Road be approved subject to the conditions outlined in Schedule No. '1'.

CARRIED

Development Permit Application No. 60660 – Homes by Kimberly/Blanke – La Selva Place – Area E.

MOVED Director Holme, SECONDED Director Bartram, that Development Permit No. 60660 submitted by Homes by Kimberly on behalf of Allen and Boone Blanke to facilitate the construction of a single dwelling unit on La Selva Place be approved according to the conditions outlined in Schedule No. '1'.

CARRIED

Development Permit Application No. 60661 – Ken Clarke & Keith Wick – Beldon Place – Area E.

MOVED Director Holme, SECONDED Director Bartram, that Development Permit No. 60661 with variance submitted by Ken Clarke and Keith Wick to facilitate the construction of a single dwelling unit on Beldon Place be approved according to the conditions 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. 60663 – Quest Homes Inc., on behalf of Green Thumb Nursery and Landscaping – Island Highway No. 19A & Coburn Road – Area H.

MOVED Director Bartram, SECONDED Director Young, that Development Permit Application No. 60663 submitted by Quest Homes Inc., on behalf of Green Thumb Nursery & Landscaping, in conjunction with the subdivision on the parcels legally described as Lot 5 & Lot 6 Except That Part in Plan VIP53852, both of District Lot 36, Newcastle District, Plan 2076 and designated within the Environmentally Sensitive Features Development Permit Area for the protection of the aquifer, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

OTHER

Building Strata Conversion Application – JE Anderson & Associates on behalf of J. Glazier Developments Ltd. – 430 Evergreen Way – Area G.

MOVED Director Bartram, SECONDED Director Burnett, that the request from JE Anderson & Associates, BCLS, on behalf of Glazier Developments Ltd., for the building strata conversion as shown on the Proposed Strata Plan of the property legally described as Lot 8, Block 419, Nanoose District, Plan 32536, be approved subject to the conditions being met as set out in Schedules No. 1, 2 and 3 of the staff report.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement – WR Hutchinson on behalf of Boa Enterprises Ltd. – South Forks Road – Area C.

Director Young left the meeting citing a possible conflict of interest as a relative involved in the application.

MOVED Director Bartram, SECONDED Director Burnett, that the request from WR Hutchinson, BCLS, on behalf of Boa Enterprises Ltd., to relax the minimum 10% frontage requirement for proposed Lot 1 and the Remainder of Lot A, as shown on the Plan of Subdivision of Lot A, District Lot 3, Douglas District, Plan VIP77998, be approved.

CARRIED

Director Young returned to the meeting.

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement – WR Hutchinson on behalf of Kevin Ford 0758399 BC Ltd. – off Nanaimo River Road – Area C.

MOVED Director Young, SECONDED Director Bartram, that the request from WR Hutchinson, BCLS, on behalf of Kevin Ford 0758399 BC Ltd., to relax the minimum 10% perimeter frontage requirement for proposed Lot 6 in conjunction with the proposed subdivision of District Lot 3, Douglas District, Except Part Shown Coloured Red on Plan 163RW and Except Part in Plans VIP73765 & VIP77998, be approved.

CARRIED

Building Strata Conversion Application – Fern Road Consulting Ltd., on behalf of Janette Hooper – 440 Parker Road – Area G.

MOVED Director Bartram, SECONDED Director Biggemann, that the request from Fern Road Consulting Ltd., on behalf of Janette Hooper, for the building strata conversion as shown on the Proposed Strata Plan of Lot 3, District Lots 65 and 66, Newcastle District, Plan 1803, be approved subject to the conditions being met as set out in Schedules No. 1, 2 and 3 of the staff report.

CARRIED

Electoral Area ‘G’ Official Community Plan Review Workshop Summaries and Update.

MOVED Director Bartram, SECONDED Director Burnett, that the Board receive the staff report and attached workshop summaries for information.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Manhas, SECONDED Director Bestwick, that the minutes of the Committee of the Whole meeting held January 9, 2007 be received for information.

CARRIED

COMMUNICATIONS

Ida Chong, Minister of Community Services, re Barclay Crescent Sewer Project.

MOVED Director Herle, SECONDED Director Holdom, that the correspondence from Ida Chong, Minister of Community Services regarding the Barclay Crescent sewer project funding under the Canada-British Columbia Infrastructure Program (CBCIP) be received.

CARRIED

Laurie Taylor, City of Parksville, re 2007 Council Representative to the Arrowsmith Water Service Management Committee.

MOVED Director Herle, SECONDED Director Westbrook, that the correspondence from the City of Parksville regarding the City of Parksville's appointment to the Arrowsmith Water Service Management Committee be received.

CARRIED

Laurie Taylor, City of Parksville, re 2007 Council Representative to the District 69 Recreation Commission.

MOVED Director Herle, SECONDED Director Westbrook, that the correspondence from the City of Parksville regarding the City of Parksville's appointment to the District 69 Recreation Commission be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Updated Financial Plan Review Schedule.

MOVED Director Holdom, SECONDED Director McNabb, that the proposed budget and financial plan review schedule be received for information.

CARRIED

Year 2007 Assessment Roll Preparation Bylaw No. 1515.

MOVED Director McNabb, SECONDED Director Herle, that "Regional District of Nanaimo Year 2007 Assessment Roll Preparation Bylaw No. 1515, 2007" be introduced for first three readings.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that "Regional District of Nanaimo Year 2007 Assessment Roll Preparation Bylaw No. 1515, 2007", having received three readings be adopted.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that the Board appoint the Chairperson, the Senior Manager, Corporate Administration and the General Manager, Finance and Information Services to preside as the 2007 parcel tax review panel.

CARRIED

Provincial Policing Costs for Rural Taxpayers.

MOVED Director Burnett, SECONDED Director McNabb, that the summary of recommendations regarding rural policing taxation be received for information.

CARRIED

Regional Parks and Trails Service Reserve Fund Bylaw No. 1477.

MOVED Director Westbrook, SECONDED Director Holme, that "Regional Parks and Trails Service Reserve Fund Bylaw No. 1477, 2007" be introduced for first three readings.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that "Regional Parks and Trails Service Reserve Fund Bylaw No. 1477, 2007" having received three readings be adopted.

CARRIED

DEVELOPMENT SERVICES

BUILDING INSPECTION

Regional District of Nanaimo Building Inspection Extended Service Amendment Bylaw No. 787.05 – Inclusion in a Building Inspection Area – Midora & Extension Road – Area C.

MOVED Director Young, SECONDED Director Burnett, that "Regional District of Nanaimo Building Inspection Extended Service Amendment Bylaw No. 787.05, 2007" be given three readings.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that "Regional District of Nanaimo Building Inspection Extended Service Amendment Bylaw No. 787.05, 2007" be forwarded to the Ministry of Community Services for approval.

CARRIED

EMERGENCY PLANNING

2007 Emergency Planning Program Funding Application.

MOVED Director Biggemann, SECONDED Director Bestwick, that the application for the 2007 Provincial Emergency Planning Program funding be approved.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE

Flamingo Drive/McFeely Drive/Surfside Drive Sanitary Sewer Servicing Options.

MOVED Director Westbrook, SECONDED Director Bartram, that staff be directed to undertake the preliminary design, cost estimates and public consultation to include the properties identified in the staff report in the Surfside Sanitary Sewer Service Area as part of the 2007 work plan and allow those requests for servicing where the property is adjacent to an existing sanitary sewer main to proceed on the condition that the estimated per lot costs for the proposed sewer service area expansion be included as part of their connection fee.

CARRIED

SOLID WASTE

Regional District of Nanaimo Garbage and Recycling Materials Collection Rates Amendment Bylaw No. 1009.10.

MOVED Director Westbrook, SECONDED Director Holdom, that "Regional District of Nanaimo Garbage and Recyclable Materials Rates Amendment Bylaw No. 1009.10, 2007" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Sperling, that "Regional District of Nanaimo Garbage and Recyclable Materials Collection Rates Amendment Bylaw No. 1009.10, 2007" having received three readings be adopted.

CARRIED

UTILITIES

Water Service Area Regulations and Rates Amendment Bylaws No. 1468.03, 619.14, 1172.08, 1383.04, 700.15, 1434.03 and 1097.10.

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Local Service Area Rates and Regulations Amendment Bylaw No. 1468.03, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo French Creek Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 619.14, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo San Pareil Specified Area Water Regulations and Rates Amendment Bylaw No. 1172.08, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo Englishman River Specified Area Water Regulations and Rates Amendment Bylaw No. 1383.04, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo Surfside Properties Specified Area Water Regulations and Rates Amendment Bylaw No. 700.15, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo Melrose Specified Area Water Regulations and Rates Amendment Bylaw No. 1434.03, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that "Regional District of Nanaimo Decourcey Water Supply Local Service Area Regulations and Rates Amendment Bylaw No. 1097.10, 2007" be introduced for three readings.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that the results of the public input on the amendments to the Water User Rate bylaws be brought forward for the Board's consideration.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Climate Change Select Committee.

MOVED Director Bartram, SECONDED Director Herle, that the minutes of the Climate Change Select Committee meeting held September 28, 2006 be received for information.

CARRIED

Drinking Water Watershed Protection Stewardship Committee.

MOVED Director Bartram, SECONDED Director Herle, that the minutes of the Drinking Water Watershed Protection Stewardship Committee meeting held November 1, 2006 be received for information.

CARRIED

Regional Growth Monitoring Advisory Committee/State of Sustainability Project.

MOVED Director Holdom, SECONDED Director Bartram, that the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meeting held November 22, 2006 be received for information.

CARRIED

Area 'B' Parks and Open Space Advisory Committee.

MOVED Director Sperling, SECONDED Director Herle, that the minutes of the Area 'B' Parks and Open Space Advisory Committee meeting held September 11, 2006 be received for information.

CARRIED

Area 'H' Parks and Open Space Advisory Committee.

MOVED Director Bartram, SECONDED Director Young, that the minutes of the Area 'H' Parks and Open Space Advisory Committee meeting held October 18, 2006 be received for information.

CARRIED

ADMINISTRATOR'S REPORTS

Recommendations for Project Submissions Under the Agreement on the Transfer of Federal Gas Tax Revenue (GTA) and the Municipal Rural Infrastructure Program (MRIF).

MOVED Director Westbroek, SECONDED Director Holdom, that the Board approve the following project application:

Gas Tax Revenue Transfer Program – Regionally Significant Projects - Southern Community Sewer Service, \$3.3 million for GNPCC Gravity Thickener and Northern Community Sewer Service, \$1.2 million for FCPCC Solids Contact Expansion.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that the Board approve the following project application:

Gas Tax Revenue Transfer Program – General Strategic Priorities Pooled Funds – Southern Community Sewer Service, \$8 million for GNPCC Third Digester and Church Road Transfer Station, \$3 million for upgrading.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that the Board approve the following project application:

Gas Tax Revenue Transfer Program – Innovations Fund – Southern Community Sewer, \$2.3 million for GNPCC Cogeneration project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that the Board support an application to the Canada/BC Municipal Rural Infrastructure Fund for the construction of a collector sewer system for the Madrona Point area at a cost of up to 5.644 million dollars in eligible costs. The Regional District will seek assent of property owners by way of a referendum and/or an alternative approval process to establish a service area and obtain authority to borrow to enable payment for the local share of eligible and all ineligible project costs.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that the Board support an application to the Canada/BC Municipal Rural Infrastructure Fund for the replacement of a forcemain in the Fairwinds Sewer Service Area for eligible costs of up to 1.2 million dollars. The Regional District will seek the assent of property owners by way of a referendum and/or an alternative approval process to obtain authority to borrow to enable payment for the local share of eligible and all ineligible project costs.

CARRIED

Resolution to the Association of Vancouver Island Coastal Communities (AVICC) and Union of BC Municipalities (UBCM) Regarding Health Authority Governance.

MOVED Director Korpan, SECONDED Director McNabb, that the Board endorse the following resolution:

WHEREAS Regional Hospital Districts provide a major source of funding for capital equipment and projects for health care services in the Province of BC;

AND WHEREAS the Province has established regional Health Authorities managed by appointed Boards to determine health care capital priorities and capital budgets;

AND WHEREAS all Regional Hospital Districts are facing significant pressures to meet their own local costs as well as ever increasing Health Authority capital costs, with a limited tax base;

NOW THEREFORE BE IT RESOLVED that the Province consider the appointment of local government elected representatives to the Boards of Health Authorities to enable direct decision making on capital priorities and budgets.

MOVED Director Holdom, SECONDED Director Westbrook, that the motion be amended as follows:

NOW THEREFORE BE IT RESOLVED that the Province consider the appointment or election of local representatives to the Boards of Health Authorities to enable direct decision making on capital priorities and budgets.

DEFEATED

MOVED Director Herle, SECONDED Director Korpan, that the motion be amended as follows:

NOW THEREFORE BE IT RESOLVED that the Provincial legislation be changed to require that the government appointments to the Board of Directors for the Boards of Health Authorities include a list of nominees provided by the local municipal councils and regional district boards within each regional health area.

DEFEATED

MOVED Director Burnett, SECONDED Director McNabb, that the main motion be amended as follows:

NOW THEREFORE BE IT RESOLVED that the Province consider the appointment of local government elected representatives from each Regional Hospital District to the Boards of Health Authorities to enable direct decision making on capital priorities and budgets.

CARRIED

The question was called on the main motion as amended.

The motion CARRIED.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Parksville & District Chamber of Commerce, re Tourism Initiatives.

MOVED Director Korpan, SECONDED Director Herle, that staff prepare a report on the pros and cons of the Parksville & District Chamber of Commerce's request and the legislative ability for a Regional District to create a function, and in addition, to explore the cooperative economic development benefits to the Regional District of pursuing this function, and further that this report be prepared for the Board's review at a future Board seminar.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:23 PM

RISE AND REPORT

Nanaimo Parks and Recreation Commission.

MOVED Director McNabb, SECONDED Director Holme, that Allan Young be appointed to the Nanaimo Parks and Recreation Commission as the Regional District representative for Electoral Area 'C' for a term ending December 31, 2008.

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Westbrook, that the meeting terminate.

CARRIED

TIME: 8:49 PM.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, FEBRUARY 13, 2007, 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

Also in Attendance:

M. Pearse	Senior Manager, Corporate Administration
P. Thorkelsson	General Manager, Development Services
P. Thompson	Manager, Long Range Planning
G. Garbutt	Manager, Current Planning
N. Tonn	Recording Secretary

MINUTES

MOVED Director Stanhope, SECONDED Director Holme that the minutes of the Electoral Area Planning Committee meeting held January 9, 2007 be adopted.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Application No. AA0605 – Quest Homes on behalf of Schickendanz & Moore – 4320 Garrod Road – Area H.

MOVED Director Holme, SECONDED Director Stanhope.:

1. That the minutes of the Public Information Meetings held on October 11, 2006 and January 22, 2007 be received.
2. That Zoning Amendment Application No. ZA0605, as submitted by Quest Homes, on behalf of Schickendanz & Moore to rezone Building Strata Lots 1-10, District Lot 36, Newcastle Land District, Plan VIS5953 and located adjacent at 4320 Garrod Road from Commercial 5 Subdivision District 'M' (CM5M) to Comprehensive Development Zone 38 be approved to proceed to public hearing subject to the conditions included in Schedule No. 1.
3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007" be given 1st and 2nd reading.
4. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007" proceed to Public Hearing.
5. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.339, 2007" be delegated to Director Bartram or his alternate

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60633 – Malainey –1777 Admiral Tryon Boulevard – Area G.

MOVED Director Stanhope, SECONDED Director Young, that Development Permit Application No. 60633, with variances to legalize the siting of an existing deck and rip-rap marine retaining wall and proposed sunroom addition for a property located at 1777 Admiral Tryon Boulevard, be approved according to the conditions outlined in Schedule No. 1 and subject to the Board's consideration of the comments received as a result of public notification.

CARRIED

MOVED Director Stanhope, SECONDED Director Young, that if the Ministry of Transportation, at its discretion, does not approve the proposed covenant amendment, the Board approval of this permit be withdrawn, and the Board direct staff to withhold the issuance of this permit and proceed with enforcement action to remove the illegal deck and rip-rap marine retaining wall.

CARRIED

Development Permit Application No. 60653 – Fern Road Consulting Ltd., on behalf of C & D Steen – 4299 Garrod Road – Area H.

MOVED Director Stanhope, SECONDED Director Biggemann, that Development Permit Application No. 60653, submitted by Fern Road Consulting Ltd., on behalf of C & D Steen to legalize the siting of the accessory garage and greenhouse buildings located on the property legally described as Lot 4, District Lot 36, Newcastle District, Plan 21618 and designated within a Hazard Lands Development Permit Area pursuant to "Electoral Area 'H' Official Community Plan Bylaw No. 1335, 2003" be approved subject to the conditions outlined in Schedule Nos. 1, 2 and 3 and the notification procedure requirements of the *Local Government Act*.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit No. 90702 and Request for Relaxation of the Minimum 10% Perimeter Requirement – McElhanney Consulting Services Ltd., on behalf of 547808 BC Ltd. – 2298 Pylades Drive – Area A.

MOVED Director Burnett, SECONDED Director Young, that Development Variance Permit No. 90702, submitted by McElhanney Consulting Services Ltd., on behalf of 547808 BC Ltd., in conjunction with the subdivision of the parcel legally described as Lot A, Sections 9 & 10, Range 6, Cedar District, Plan VIP71176, and located at the end of Pylades Drive in Electoral Area 'A', be approved subject to the notification requirements pursuant to the *Local Government Act* with respect to the proposed variances outlined in Schedule No. 1.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the request to relax the minimum 10% frontage requirement for the proposed Remainder of Lot A, as shown on the submitted plan of the subdivision of Lot A, Sections 9 and 10, Range 6, Cedar District, Plan VIP71176, be approved.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:39 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, FEBRUARY 13, 2007 AT 7:00 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	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 D. Bartram	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Brennan	City of Nanaimo
Director J. Manhas	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
J. Finnie	General Manager of Environmental Services
D. Trudeau	General Manager of Transportation Services
N. Avery	General Manager of Finance & Information Services
P. Thorkelsson	General Manager of Development Services
T. Osborne	General Manager of Recreation & Parks
P. Thompson	Manager of Long Range Planning
G. Garbutt	Manager of Current Planning
M. McIver	Manager of Solid Waste
N. Tom	Recording Secretary

DELEGATIONS

Gavin Reid, re Qualicum Beach Lawn Bowling Project.

Mr. Reid provided an overview of the Qualicum Beach Lawn Bowling Club's history, current accessibility by groups and individuals and their proposed project to add an indoor bowling green. The Lawn Bowling Club is requesting \$100,000 to complete the project.

MINUTES

MOVED Director Westbrook, SECONDED Director Bartram, that the minutes of the Committee of the Whole meeting held January 9, 2007 be adopted.

CARRIED

CORPORATE ADMINISTRATION SERVICES

ADMINISTRATION

Request for Tree Height Regulation.

MOVED Director Holdom, SECONDED Director Burnett, that the Board request the Provincial Government to grant the Regional District additional powers through a Regulation issued under s.799 of the *Local Government Act*, to regulate the height of trees in connection with airport operations.

CARRIED

DEVELOPMENT SERVICES

EMERGENCY PLANNING

2006/2007 Integrated Emergency Planning Funding Program Application.

MOVED Director Westbrook, SECONDED Director Biggemann, that the application for the 2006/2007 Integrated Emergency Planning Funding Program be approved.

CARRIED

PLANNING

Green Buildings Project – Action Plan.

MOVED Director Bartram, SECONDED Director Herle, that the report on future work the RDN could undertake to encourage the construction of green buildings in the region be received.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Green Building Action Plan be approved, and that staff be directed to undertake work in the plan related to the development of green building policy as budgeting and staff resources permit.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff bring forward, for the Board's consideration, a timeline for the implementation of the rest of the proposed steps in the Green Building Action Plan.

CARRIED

Request for Additional Staff Position – Sustainability Coordinator.

MOVED Director Holme, SECONDED Director Bartram, that the Regional District Board approve the establishment of a Sustainability Coordinator position.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the Electoral Area Planning budget be increased by \$6,500 and the Regional Growth Management budget be increased by \$11,500 to provide funds to establish this position in September 2007.

CARRIED

Director Bestwick joined the meeting.

ENVIRONMENTAL SERVICES

LIQUID WASTE

French Creek Pollution Control Centre Stage 3 Upgrade Tender Award.

MOVED Director Westbrook, SECONDED Director McNabb, that the revised project estimate of \$2,700,463 be approved.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that D. Robinson Contracting Ltd. be awarded the construction phase of FCPCCC Stage 3 (Phase 1A) Upgrade project for the tendered amount of \$2,088,263.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that Northern Community Development Cost Charge funds in the amount of \$1,500,463 be approved as a source of funds for this project.

CARRIED

Greater Nanaimo Pollution Control Centre Biosolids Contract.

MOVED Director Holdom, SECONDED Director Burnett, that Malaspina University-College be awarded an initial three year contract, with a two year renewal option, for the hauling and beneficial reuse of biosolids from the Greater Nanaimo Pollution Control Centre at \$77 per tonne.

CARRIED

SOLID WASTE

Garbage and Recycling Collection Contract Extension.

MOVED Director Herle, SECONDED Director Burnett, that the Board approve a one-year extension to WSI Inc. for garbage and recycling collection services without special collection days.

CARRIED

MOVED Director Young, SECONDED Director Biggemann, that staff report back on the options for increasing garbage collection to once per week service in Electoral Areas 'C' and 'F' for the proposed service contract extension period.

CARRIED

Construction/Demolition Waste Diversion Strategy.

MOVED Director Westbrook, SECONDED Director Herle, that the Board approve the Construction/Demolition Waste Diversion Strategy for general distribution and posting to the RDN web site.

CARRIED

Partners for Climate Protection Program – RDN Corporate Climate Change Plan.

The Manager of Solid Waste presented an outline of the RDN Corporate Climate Change Plan for the Board's consideration.

MOVED Director Bartram, SECONDED Director Herle, that the Board approve the RDN Corporate Climate Change Plan which identifies measures to reduce greenhouse gas emissions to 4 percent below 2004 levels by 2012.

CARRIED

UTILITIES

Mid Vancouver Island Habitat Enhancement Society – Request for Letter of Support.

MOVED Director Brennan, SECONDED Director Westbrook, that the Board direct staff to provide a letter of support for the Mid Vancouver Island Habitat Enhancement Society's "Caring for the Englishman River Estuary Program".

CARRIED

2007 Infrastructure Planning (Study) Grant Applications.

MOVED Director McNabb, SECONDED Director Brennan, that the Board support applications to the Ministry of Community Services for Infrastructure Planning (Study) Grant applications for the following 2007 Environmental Services program initiatives:

Utilities Department

1. Water use bylaws / best management practices review.
2. Innovative water supply and re-use study.
3. Sanitary Sewer Pre-Design for Surfside Sewer Service expansion.
4. Cross Connection Control program.
5. Team Water Smart Education Outreach program in partnership with the Town of Qualicum Beach.
6. Well Redevelopment Planning Study.

Liquid Waste Department

1. GNPC energy audit – to identify energy efficiency opportunities at the treatment plant.
2. FCPCC energy audit – to identify energy efficiency opportunities at the treatment plant.
3. Pumping station energy audit – to identify energy efficiency opportunities at our pump stations.
4. Liquid Waste Management Plan review.

Engineering Services Department

1. Sanitary Sewer Pre-Design for the Beachcomber area in Nanoose Bay.

CARRIED

Surfside Sanitary Sewer Service Area Capital Charge Bylaw No. 1516.

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Sanitary Sewer Local Service Area Capital Charge Bylaw No. 1516, 2007" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that "Surfside Sanitary Sewer Local Service Area Capital Charge Bylaw No. 1516, 2007" having received three readings, be adopted.

CARRIED

French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15.

MOVED Director Holme, SECONDED Director Young, that "Regional District of Nanaimo French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15, 2007" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Young, that "Regional District of Nanaimo French Creek Sewer Local Service Area Regulation and Rates Amendment Bylaw No. 422.15, 2007" having received three readings, be adopted.

CARRIED

Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.04.

MOVED Director Holme, SECONDED Director Brennan, that "Nanoose Bay Peninsula Water Service Area Amendment Bylaw No. 867.04, 2007" be introduced for first three readings and forwarded to the Ministry of Community Services for approval.

CARRIED

RECREATION AND PARKS SERVICES

Renewal of Revised Boardwalk Agreement with Ministry of Environment.

MOVED Director Westbrook, SECONDED Director Holdom, that the Regional District of Nanaimo enter into a ten-year agreement for the management and maintenance of the boardwalk located at the Englishman River estuary in San Pareil (Electoral Area 'G'), with the Province of BC's Ministry of Environment.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director McNabb, that the minutes of the District 69 Recreation Commission meeting held January 18, 2007 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the District 69 Rural Recreation Program Service Delivery Report be received.

CARRIED

Area 'G' Parks and Open Spaces Advisory Committee.

MOVED Director Holme, SECONDED Director McNabb, that the minutes of the Area 'G' Parks and Open Space Advisory Committee meeting held November 9, 2006 be received for information.

CARRIED

Regional Growth Monitoring Advisory Committee/State of Sustainability Project.

MOVED Director Holdom SECONDED Director Bartram, that the minutes of the Regional Growth Monitoring Advisory Committee/State of Sustainability Project meeting held January 10, 2007 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the RDN host a workshop to promote the Sustainability Community Builders Checklist.

CARRIED

MOVED Director Bartram, SECONDED Director Young, that staff prepare a report for the Board's consideration on the RDN taking more responsibility for stormwater management.

CARRIED

Drinking Water Watershed Protection Stewardship Committee.

MOVED Director Bartram, SECONDED Director Holdom, that the minutes of the Drinking Water Watershed Protection Stewardship Committee meeting held December 6, 2006 be received for information.

CARRIED

Transit Select Committee.

MOVED Director McNabb, SECONDED Director Westbrook, that the minutes of the Transit Select Committee meeting held January 26, 2007 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Burnett, that the Terms of Reference for the Transit Business Plan for the Nanaimo Regional Transit System be approved.

CARRIED

MOVED Director McNabb, SECONDED Director Burnett, that staff be directed to amend the District 69 establishing bylaw to implement a formula which allocates net costs as follows:

- (a) 40% based on population
- (b) the remainder allocated as 77% times the number of hours plus 23% times the number of kilometers; and
- (c) that the cost apportionment formula be based upon the prior year's actual service received from January 1 to December 31 to be implemented in 2008.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW SERVICES

Building Regulation and Fees Amendment Bylaw No. 1250.02 – Moved On Buildings.

MOVED Director McNabb, SECONDED Director Bartram, that "Regional District of Nanaimo Building Regulation and Fees Bylaw Amendment Bylaw No. 1250.02, 2007" be introduced and read three times.

CARRIED

MOVED Director McNabb, SECONDED Director Bartram, that "Regional District of Nanaimo Building Regulation and Fees Bylaw Amendment Bylaw No. 1250.02, 2007" be adopted.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Qualicum Beach Lawn Bowling Project.

MOVED Director Westbrook, SECONDED Director Brennan, that the Board support the Qualicum Beach Lawn Bowling Club's indoor bowling green project and request that staff investigate and report back to the Board, the options available to provide financial support.

CARRIED

BOARD INFORMATION

Fair Compensation from BC Hydro for Transmission and Distribution Lines.

MOVED Director Burnett, SECONDED Director Young, that the resolution forwarded to all Regional District Boards by the Regional District of Central Kootenay regarding the January 19, 2007 report titled "Fair Compensation from BC Hydro for Transmission and Distribution Lines" be referred to staff and a report be prepared with recommendations for the Board's consideration.

CARRIED

RCMP Accountability: Community Performance Plans.

Director Bartram requested that staff set up a meeting with the RCMP to begin producing the Community Policing Plan for the Electoral Areas.

IN CAMERA

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:27 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE
REGIONAL PARKS AND TRAILS ADVISORY COMMITTEE MEETING
HELD ON TUESDAY, FEBURARY 20, 2007

Attendance:

Director Larry McNabb, Chair	Harriet Rueggeberg
Director Maureen Young	Frank Van Eynde
Director Joe Stanhope	Peter Rothermel

Staff:

Tom Osborne, General Manager of Recreation and Parks
Wendy Marshall, Manager of Parks Services
Marilynn Newsted, Recording Secretary

Absent:

Director Dave Bartram
Director Sandy Herle

Delegation:

Ceri Peacey, Director, Friends of French Creek Conservation Society – Hamilton Marsh Committee
Robin Robinson, Friends of French Creek Conservation Society, Hamilton Marsh Committee
Frank and Gerda Christensen, Arrowsmith Watershed Coalition

CALL TO ORDER

1 Director McNabb called the meeting to order at 2:30 pm.

DELEGATIONS

Friends of French Creek Conservation Society, Hamilton Marsh Committee

Friends of French Creek Conservation Society, Hamilton Marsh Committee Director, Ceri Peacey, thanked the Committee for giving them the opportunity to speak. Ms. Peacey reported the Hamilton Marsh Committee is still collecting signatures on the Declaration of Support for the acquisition of the entire amount of land. They are also working with hydrologist gathering information with regard to the hydrology of the surrounding area of the marsh. Together with the Department of Fisheries they are collecting important data like stream flow and water levels. The group has been in touch with Nature Trust regarding the upcoming Brandt Festival. Nature Trust has agreed to donate the proceeds of their Big Day Birding event to be held in a trust fund in advance of negotiations. As far as fund raising, they have \$3,500 pledged towards the acquisition of the land. The Committee has approached the Conservation Alliance as they have a conservation grant valued up to \$35,000. As a sponsor is required for the grant, the Committee has approached Mountain Equipment Co-op to act a sponsor. Also planned are small plant sales,

garage sales and they have done some event planning. Once the Committee knows the amount of land which will be purchased, they will promote buying a metre of land.

Ms. Peacey requested that the Regional District keep all options open, as perhaps the purchase of the entire parcel may be out of reach now financially, it may be possible by some means in the future.

MOVED J. Stanhope, SECONDED M. Young, that the Committee receive the delegation from the Friends of French Creek Conservation Society, Hamilton Marsh Committee.

CARRIED

MINUTES

3.1 MOVED F. Van Eynde, SECONDED H. Rueggeberg, that the Minutes of the Regional Parks and Trails Advisory Committee Meeting held on December 5, 2006, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

5 MOVED F. Van Eynde, SECONDED M. Young, that the following correspondence be received:

- J. Stanhope E-mail to C. Peacey re: Hamilton Marsh Task Force Suggestion
- N. Wilkin, Ministry of Environment Letter re: Englishman River Canyon

CARRIED

REPORTS

8.1-8.2 **Community and Regional Parks and Regional Trail Function Update for November, December 2006 and January 2007.**

Ms. Marshall provided a summary overview the reports noting the following:

- Both Regional and Community Parks suffered considerable storm damage during the winter
- Englishman River Regional Park experienced flooding and a bridge washouts. Staff and hatchery staff have worked on the clean up and will continue to do so.
- McBey Creek Bridge has been inspected and has been declared safe after sustaining damage from a large tree. Staff will work to repair the handrails in the summer. They will also work with an engineer with regard to the removal of the log debris.
- Nanaimo River Regional Park experience flooding and falling trees. Portions of the trail may need to be rerouted away from the bank.
- Mt. Benson Regional Park slash burning and trail work has been put on hold due to the snow and other weather related events/

MOVED F. Van Eynde, SECONDED H. Rueggeberg, that the Community and Regional Parks and Regional Trail Function Update for November and December 2006 and January 2007, be received.

CARRIED

8.3 Canada – BC Municipal Rural Infrastructure Fund Application

Ms. Marshall reviewed the Canada – BC Municipal Rural Infrastructure Fund Application report for Nash and Ridgewell Creek Trail Bridges.

MOVED F. Van Eynde, SECONDED J. Stanhope, that the Regional Board approve making application to the Canada – BC Municipal Rural Infrastructure Fund for the construction of Nash and Ridgewell Creek Regional Trail System bridges as identified in the 2007 – 2012 Five Year Financial Plan.

CARRIED

8.4 Arrowsmith Massif Proposed Regional Park Application

Ms. Marshall reviewed the Arrowsmith Massif Proposed Regional Park Application report for the Committee.

MOVED F. Van Eynde, SECONDED J. Stanhope, that the Board approve seeking support from a sponsoring Ministry and approve the subsequent preparation and submission of a Nominal Rent Tenure application to the Integrated Land Management Bureau of the Ministry of Agriculture and Land for the purposes of acquiring tenure over Block 1380 to be administered as a Regional Park.

CARRIED

8.5 Horne Lake Report

Ms. Marshall reported that the \$10,000 grant has been received from the Ministry of Economic Development to development the visitor centre in partnership with BC Parks. Staff are now in the process of developing the terms of reference and hiring a consultant to prepare a design. They will also be looking at alternative energy sources in the area for the park.

8.6 Top Bridge Crossing

Ms. Marshall presented an oral update to the Committee. Early in January the project was put on hold due to complications with the Navigable Water Act and the underlying permitting process. Part of the process requires an assessment on site and consultation with First Nations in the area. Through that process the Nanoose First Nations raised three concerns. They were the visibility of the petroglyphs would be increased from the bridge, that a larger archaeological assessment had not been done on the site and they also requested an overview assessment.

Representatives from the RDN met with the First Nations to alleviate some of their concerns regarding the petroglyphs. An archeological assessment has been done on the site, however, the First Nations would like a larger assessment. Staff met with the Chief to discuss declaring the area a heritage site which would require an enabling bylaw and creating a heritage registry. This would be just the first stage. Down the line it would involve an overview assessment which could cost up to \$50,000 dollars. Transport Canada does not require an overview assessment of the bridge site. Staff will meet again with the First Nations on Friday, to let them know the RDN is moving ahead with the process for designation as a heritage site and bylaw and that a certain number of days of work will be available on the site for first Nations persons in relation to archeological monitoring of the site during construction as originally planned. Staff plan to be able to return to work on the site no later than April 1, 2007. Although the contractor has not charged for the delay in the project, there will be an increase of up to \$50,000 for the project due

to the increase cost for materials. The increase in cost will be covered from the \$80,000 contingency fund.

8.7 Regional Parks Development Cost Charges

Mr. Osborne gave a brief oral review of the Regional Parks Development Cost Charges report. He reported staff met with Lanarc Consultants Ltd. to advance the project in 2007.

MOVED J. Stanhope, SECONDED H. Rueggeberg, that the verbal reports for Horne Lake, Top Bridge Crossing and Regional Parks Development Cost Charges, be received.

CARRIED

NEW BUSINESS

- 9 Mr. McNabb requested that the time for the Regional Parks and Trail Advisory Committee meetings be changed to a 12:00 noon lunch meeting. The Committee members agreed to the time change.

NEXT MEETING

Tuesday, April 3, 12:00 Noon, RDN Committee Room

ADJOURNMENT

- 12 MOVED F. Van Eynde, SECONDED J. Stanhope, that pursuant to Section (90) (12) E of the Community Charter the Committee proceed to an In Camera meeting to consider land issues.

The Regular Meeting was adjourned at 3:09 pm

Chair



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GMES	GMS
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CHAIR	BOARD
RPTAC	

MEMORANDUM

TO: Wendy Marshall
Manager of Parks Services

DATE: February 15, 2007

FROM: Joan Michel
Parks and Trails Coordinator

FILE:

SUBJECT: Canada – BC Municipal Rural Infrastructure Fund Application
Nash and Ridgewell Creek Trail Bridges

PURPOSE

To seek Board approval to apply to the Canada-BC Municipal Rural Infrastructure Fund for financial assistance with the construction of Regional Trail System bridges over Nash and Ridgewell Creeks in 2008.

BACKGROUND

On October 12, 2006 the Union of BC Municipalities announced the release of the Canada - BC Municipal Rural Infrastructure Fund (CBCMRIF). Eligible projects include recreational infrastructure such as trail bridges. The program funds up to two-thirds of project costs with the balance paid for by local government. Successful projects must be completed by March 31, 2010. The deadline for application to the CBCMRIF was January 31, 2007.

The 2005-2015 Regional Parks and Trails Plan (Section 8.3) identifies and ranks the main bridges needed to complete the Regional Trail System over the next 10 to 25 years. With the completion of the Top Bridge Crossing in 2007, the next major bridge scheduled to be undertaken is the Nanaimo River crossing, part of the Trans Canada Trail. A CBCMRIF application was to have been made in respect of this bridge but there was insufficient time to scout out and negotiate the actual crossing site by the end of January 2007. Other grant programs such as the Province's Local Motion and the Trans Canada Trail Foundation building program will be pursued for the Nanaimo River crossing at a later date.

As to the other proposed bridges identified in the Regional Parks and Trails Plan, it was deemed both possible and timely to pursue a CBCMRIF application for Nash and Ridgewell Creek crossings located on the Lighthouse Country Regional Trail in Electoral Area H. A preliminary application for funding was submitted by the program deadline pending formal approval of the action by the Regional Board in February 2007. CBCMRIF program staff await notification of Board approval and advise that a complete Nash and Ridgewell bridges application will be addressed during the program's second round of assessments.

Nash and Ridgewell are active fish creeks that cross the south loop of the Lighthouse Country Trail linking Qualicum Bay and Bowser. The Lighthouse Country Trail is situated on undeveloped road allowance already under permit to the RDN for trail use by the Ministry of Transportation; there is no need to scout out or negotiate access for bridge structures. The sites have also been assessed by Ministry of Environment and Fisheries and Oceans Canada staff so the nature of appropriate crossings at these spots is understood.

It is timely that Nash and Ridgewell Creeks be bridged. The south loop of the Lighthouse Country Trail was developed over the 1998-2001 period with strong volunteer support from the immediate community. Use of the trail and neighbouring Wilson Family woodlot is increasing steadily and more walkers, runners, cyclists and equestrians are moving through the unprotected creeks and fish habitat every season. The RDN partnered with the Community Fisheries Development Centre, Fisheries and Oceans Canada and Services Canada in 2005-06 to undertake a major upgrade of a 500 metre stretch of south loop trail and would like to continue with trail upgrades. However, until crossings are in place over Nash and Ridgewell, RDN trail development must be limited because it is only encouraging conflict with fish habitat.

The CBCMRIF supports the development of public infrastructure that will succeed in getting people of all ages out and active in an environmentally sustainable way. Health and fitness studies repeatedly show the value of walking and trails for overall community well being, and trail bridges are great attractions in their own right. The CBCMRIF program also requires that funded infrastructure be fully accessible. Because of its location within the communities of Qualicum Bay and Bowser, and its consistently level grade, the Lighthouse Country Trail offers one of the few opportunities in the Regional District for the development of an accessible long trail that will easily serve the disabled community along with the area and Region's large senior population. With its fully accessible Inland Trail System, Powell River has succeeded in developing a niche market for accessible outdoor recreation. The completion of accessible bridges over Nash and Ridgewell will allow Lighthouse Country tourism businesses to do the same on this side of the Georgia Strait.

The application to the CBCMRIF for bridges over Nash and Ridgewell Creeks involves construction of two clear span metal girder structures during summer 2008. Each bridge will be approximately 25 metres in length and two metres in width with heavy timber or concrete decks. The bridges will be fully accessible and designed to carry pedestrians, cyclists, equestrians as well as wheelchairs and medi-scooters. Total cost for the two bridges is estimated at \$375,000, with the Regional District's portion under the CBCMRIF program being \$125,000 in 2008. Access to the sites will require some clearing of the undeveloped road allowance. Staff have partnered with the neighbouring community woodlot owner to undertake the required clearing and the wood removed is expected to cover the cost of clearing. Completion of trail upgrades along the south loop of the Lighthouse Country Trail will be much facilitated by the clearing. Overall, the bridging of Nash and Ridgewell will provide a major boost to this model regional trail and finally permit its true promotion.

ALTERNATIVES

1. To approve submission of a Regional Trail System application to the Canada - BC Municipal Rural Infrastructure Fund for a grant to construct Nash and Ridgewell Creek bridges.
2. To withdraw the preliminary application submitted January 31, 2007 for Canada - BC Municipal Rural Infrastructure Fund funding of Nash and Ridgewell Creek Trail System bridges.

FINANCIAL IMPLICATIONS

1. The proposed 2007-2012 financial plan for Regional Parks includes the required funds to support \$125,000 or one third of the estimated cost of constructing the Nash and Ridgewell Creek bridges as part of Lighthouse Country Trail development during 2008.
2. Should the Board not pursue infrastructure grant funding, the bridges will still be able to be built in subsequent years; however the \$250,000 grant funding would not be available to assist with the project which in turn would require full project funding from acquisition / capital reserve fund.

SUMMARY

The Canada - BC Municipal Rural Infrastructure Fund (CBCMRIF) program provides two-thirds funding for a range of infrastructure projects in areas of less than 250,000 people. The program was launched in October 2006 with an application deadline of January 31, 2007. In order to take advantage of the program, a preliminary application was submitted by RDN staff for \$250,000 in federal-provincial funding of Regional Trail System bridges over Nash and Ridgewell Creeks.

The proposed bridges would form part of the south loop of the Lighthouse Country Regional Trail connecting Qualicum Bay and Bowser and be situated on Ministry of Transportation road allowance currently under permit to the Region. The clear span multi-use bridges would be constructed during the summer 2008 fish window. The 2005-2015 Regional Parks and Trails Plan identifies these structures as required trail bridges.

Development of the bridges will significantly advance the completion of the south loop of the Lighthouse Country Regional Trail, a popular but rough trail the use of which is being held back by lack of appropriate infrastructure like fish creek crossings. CBCMRIF funding will permit the construction of fully accessible bridges over Nash and Ridgewell thus serving the large senior population in the area and helping to promote Lighthouse Country as a senior and disabled friendly recreational area. The Region's one-third or \$125,000 contribution to the project is reflected in the proposed 2007-2012 five year financial plan for regional parks.

RECOMMENDATION

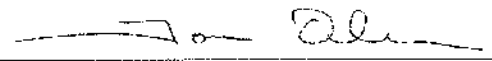
That the Regional Board approve making application to the Canada - BC Municipal Rural Infrastructure Fund for the construction of Nash and Ridgewell Creek Regional Trail System bridges as identified in the 2007 - 2012 Five Year Financial Plan.

Original signed by J. Michel

Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

Appendix 1

Regional Trail Bridges as per Capital Plan

Bridge	Location	Estimated Cost	Construction Year
Top Bridge	Area G / Parksville	476,000	2007
Ridgewell Creek	Area H	165,000	2008
Nash Creek	Area H	210,000	2008
Nanaimo River – Trans Canada Trail	Area C	450,000	2009
Nile Creek	Area H	200,000	2010
Benson Creek Fall – Lower	Area C	125,000	2011
Flynnfall Creek	Area C	85,000	2012
Nanaimo River – Morden Colliery Trail	Area A	600,000	2013
Benson Creek Falls – Upper	Area C	85,000	2014
Fletcher Creek	Area H	85,000	2015
Morison Creek	Area F	85,000	2016
Thames Creek	Area H	85,000	2017



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CHAIR	BOARD
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MEMORANDUM

TO: Wendy Marshall
Manager of Parks Services

DATE: February 15, 2007

FROM: Jeff Ainge
Parks & Trails Coordinator

FILE:

SUBJECT: Arrowsmith Massif proposed Regional Park application

PURPOSE

To provide information to the Board on the process for making a formal application to acquire tenure over 1,300 hectares (approximately 3,200 acres) of Crown land, legally described as Block 1380, for the purpose of creating a new Regional Park and to seek the Board's approval to proceed with the formal application process.

BACKGROUND

In November 1998 a delegation of community members approached the Regional District of Nanaimo requesting the RDN consider the acquisition of Block 1380 (the Mount Arrowsmith Massif¹) as a regional park site. At that time, the Parks System Plan (1995) identified the Arrowsmith Massif as a significant site of interest. Subsequent to the community approach, the Regional Board directed staff to undertake research on how to move forward with creating a new park at this site.

Staff met and consulted with Provincial staff at the Ministries of Forests, and Environment, Lands and Parks to explore options for acquisition, and also set up a community planning committee. Achievements included establishing relationships with private timber companies and entering into renewable access agreements for the historic CPR (Arrowsmith) Trail over their lands, and drafting an acquisition strategy and preliminary management plan. Due to changes in Provincial government procedures regarding the disposition of Crown lands, the acquisition initiative lapsed in 2000.

In 2004, RDN Parks staff met with representatives from the Alpine Club of Canada (Vancouver Island chapter) and the Federation of Mountain Clubs of BC who sought to revitalize the pursuit of a park designation for Block 1380. A key factor in their interest was the upcoming centennial year for the Alpine Club of Canada (2006), with the idea that a new alpine park designation on Vancouver Island would be a fitting celebration and acknowledgement of the club's history. In early 2005, representatives of the two outdoor clubs sought the Regional Board's involvement in this initiative. Staff were requested to provide additional information, and to involve the neighbouring Alberni-Clayoquot Regional District. With this completed in April 2005, the Regional Board resolved:

That the Regional District of Nanaimo formally join the Alpine Club of Canada and the Federation of Mountain Clubs of British Columbia in partnering to approach the BC Government to seek the creation of a Provincial wilderness park for Crown Land Block 1380 (the Arrowsmith Massif).

That the Regional District of Nanaimo request the Board of the Alberni-Clayoquot Regional District support this initiative and invite their participation.

Between May and September 2005, RDN staff worked with the partnering groups to prepare a LEAF submission (Land Evaluation and Acquisition Framework) as per the request of local Ministry of Environment staff. This comprehensive package was submitted September 21, 2005.

Concurrent to much of this activity, the RDN was also reviewing and rewriting its Regional Parks and Trails Plan. This was approved by the Regional Board in March 2005, with the Arrowsmith Massif identified as a site of significant interest.

In October 2006, members of the Regional Board along with senior staff met to discuss this item with the Minister for the Environment (MLA Barry Penner) at the UBCM convention in Victoria. The Minister and senior ministerial staff urged the Board to focus its attention on creating a Regional Park, as opposed to a Provincial Park. To that end, the Minister suggested a formal application be made to the agency responsible for Crown land tenures (the Integrated Land Management Bureau of the Ministry of Agriculture and Lands) with support being provided by his own ministry.

THE PROPERTY

The Mount Arrowsmith Massif (Block 1380) is located in Electoral Area C of the Regional District, however vehicular access to it is best achieved from the summit of Highway 4 which is just outside the Regional District boundary. From the highway, vehicle access is by way of logging roads controlled by Island Timberlands or their logging contractor(s). Limited vehicle access to the eastern side is available off Highway 19 (near Nanoose Bay) on restricted forest company roads that are open to the public.

From the east, the peaks and associated ridges form the visual backdrop of much of the Regional District of Nanaimo's northern area. From the west, the peaks tower above the Alberni Valley.

The area is currently Crown Forest administered by the BC Ministry of Forests and Range. The property is zoned RM9V and falls entirely within the Arrowsmith-Benson/Cranberry Bright Official Community Plan area. The zoning permits a number of resource management activities but limits subdivision to a minimum 50 hectare parcel size. The topography and elevation of the land does not lend itself to much other than its current use - limited forestry potential and sub-alpine / alpine recreation. The parcel contains the summits of Mount Arrowsmith (1,817 metres above sea level) and Mount Cokely (1,630 metres above sea level) as well as alpine lakes, ridges, and seasonal snowfields.

At 1,300 hectares (3,200 acres) the property is more than twice the size of all the current regional parks combined. Management of such a large property and the ability to respond to issues in a timely manner will be a challenge that can somewhat be abated with the active assistance of the application partners.

RECREATION POTENTIAL

The alpine area of the proposed park contains a number of popular trails and routes, many of which are documented in hiking and climbing guidebooks as well as on the World Wide Web. Trails and routes into the area commence on private forest land (Island Timberlands), or from within the adjacent Regional Park owned by the Alberni-Clayoquot Regional District (ACRD).

The area offers outstanding recreation opportunities ranging from forest walks and hiking, to nature appreciation, to alpine lake fishing, to ice and rock climbing that requires skill and expertise. The Island Chapter of the ACC alone scheduled over 45 official trips to Arrowsmith between 2002 and 2005. The summits of Cokely and Arrowsmith afford expansive views of the waters and mountain ranges of the BC coast and central Vancouver Island.

Strong enthusiasm exists in the community for this area to be managed as a park for recreation and environmental protection purposes. With ongoing development in the Regional District, more people are looking for recreational opportunities, leading to increased use and recreational demand placed on the limited supply of open space available for public use.

SPECIFIC ENVIRONMENTAL VALUES

The property has several important environmental features to consider, including three known Red listed ² and six known Blue listed ³ species that have been sighted in or very near the proposed park area. There is historical evidence of the Vancouver Island Marmot having habited the area as expressed in 1998 by a researcher at the Marmot Recovery Foundation. Another endemic species, the Vancouver Island White-tailed Ptarmigan can be found in the Arrowsmith alpine areas. In addition, the health of two important salmon rivers (Englishman and Little Qualicum) rely upon the Arrowsmith snow pack.

HERITAGE, CULTURAL, AND COMMUNITY VALUES

There is a relatively unknown association involving First Nations people, although the massif does have a First Nations name of Kuth-Kah-Chulth (That which has sharp pointed faces). There is over 100 years of recorded European history of exploration, early tourism ventures, a plane crash, and the use of the Massif's name and "character" in inspiring a local identity for places, entities and events as diverse as a golf course, an elementary school, a church, and a novel writing contest.

Given its proximity to population centres it is no surprise that many residents and visitors to the area already consider the Massif to be a park, and several outdoor groups lead recreational outings and use the area as an outdoor classroom for groups of all ages.

Of international note, the Arrowsmith Massif was designated a UNESCO Biosphere Reserve in 2000. Biosphere reserves are sites recognized under UNESCO's Man and the Biosphere Program which innovate and demonstrate approaches to conservation and sustainable development. They remain under their national sovereign jurisdiction, yet share their experience and ideas nationally, regionally and internationally within the World Network of Biosphere Reserves. There are 507 sites worldwide in 102 countries.

DISCUSSION

The 2005 Regional Parks and Trails Plan identifies several criteria for future parkland acquisition. These criteria are listed and applied to the property as follows:

- **Priority sites from past and present Plans** – The site was identified in 1998 as a site of interest where the RDN could play a partnership role in aiding acquisition or management. It is included in the current (2005-2015) Plan as a Priority Site of interest for acquisition.
- **Regional significance** – The site holds considerable regional interest, and in fact it's significance extends beyond the RDN to neighbouring Alberni-Clayoquot Regional District and further afield.
- **Level of public interest** – Continued interest has been expressed by outdoor organizations, other local governments, and members of the general public. This interest has gathered in strength since 1998 when the RDN was formally approached by members of the public seeking a park designation for the property. Commitments have been made by the Alpine Club of Canada (Vancouver Island chapter) and the Federation of Mountain Clubs of BC to participate in stewardship of the property should it be designated as parkland.

- **Gaps in representation including key landscapes, sensitive ecosystems, and distribution across Regional District** – Block 1380 provides an opportunity to fill several gaps in the Regional Parks system's representation. It provides for a regional park in an under represented area of the Regional District. In terms of landscape type, the property offers the ability to include a Mountain/Alpine landscape in the system; a set of features not found in any existing regional park. Although the property has not been included in the inventory of sensitive ecosystems, it is known to contain red and blue listed threatened species, and as such holds high importance from an environmental protection perspective.
- **Availability for acquisition** – The Minister of Environment has indicated that the property (as Crown land) is available for a Nominal Rent Tenure application.
- **Opportunities that arise** – The hope for the LEAF submission was for the creation of a new Provincial Park, however the Minister for the Environment has indicated his support for a Regional Park. The property fulfills several acquisition criteria, including being a site of acquisition interest.

THE PROCESS TO OBTAIN TENURE OVER CROWN LAND

The process to create a Regional Park on Crown land is known as the **Nominal Rent Tenure** process, and it is somewhat lengthy and can involve several Ministries. Because the land value of the Arrowsmith Massif is estimated in excess of \$100,000 (Ministry of Environment staff put the land value at almost \$1.3 million) a sponsoring ministry is required. For regional park applications, this will be the Ministry of Community Services. A formal application seeking their support is required. A Provincial Cabinet-approved selection criteria is used to determine whether or not a Ministry will sponsor an application.

There are different tenure types available within the process; Free Crown Grants and Nominal Rent Tenures.

- Free Crown Grants are free transfers of Crown land from the province to public sector bodies, such as regional governments.
- Nominal Rent Tenures are leases and licenses of occupation of Crown land that are provided to eligible organizations such as local governments for a token or nominal amount of rent.

After support is received from a sponsoring Ministry, a comprehensive application package must be submitted to the Integrated Land Management Bureau (ILMB) of the Ministry of Agriculture and Lands. This package must include amongst other things a Board resolution, a development plan for the site, and maps and plans of various scales. Because the Arrowsmith Massif contains known threatened species, strategies to avoid impacts and disturbance must be provided as part of the development plan. This will likely require involving Ministry of Environment staff.

The ILMB undertakes an adjudication process of sponsored applications to ensure they are consistent with the Land Act. They may also refer applications to other government agencies, First Nations and other interested parties for review and comment. Final decisions as to acceptance or rejection of an application will likely be reached within 140 days of receipt of the application package, assuming no additional information is required or no issues requiring resolution are raised.

ALTERNATIVES

1. To approve seeking support from a sponsoring Ministry and approve the subsequent preparation and submission of a Nominal Rent Tenure application to the Integrated Land Management Bureau of the Ministry of Agriculture and Lands for the purposes of acquiring tenure over Block 1380 to be administered as a Regional Park.

2. To not pursue acquiring tenure over Block 1380 to be administered as a Regional Park.
3. To provide alternate direction which could include the continued pursuit of Provincial Park designation for Block 1380.

FINANCIAL IMPLICATIONS:

Regardless of which tenure type is applied for there will be costs incurred as part of the application process, including a \$250 application fee. A formal boundary plan (which can be prepared by a land surveyor using existing title information), posting and staking public notices in local papers and on the land may also be required. A documentation fee is also usually charged once tenure is granted; this may be in the range of \$200-\$300.

Other costs to be incurred will depend upon the type of tenure granted. A **License of Occupation** is a less secure tenure in that it provides the license holder with non-exclusive access to the property and it allows for the construction of improvements consistent with the proposed land use. It does not require a legal survey, and can not be registered with the Land Title Office. A **Lease** provides the tenure holder with the exclusive right to use the Crown land for a specific purpose, including modification of the land and/or construction of improvements. A legal survey is required, at the expense of the applicant, and following the survey the lease may be registered in the Land Title Office. A **Free Crown Grant** transfers ownership of the land to the applicant. It too requires evidence of a recent legal survey. The survey costs for such a large and difficult to access block of land may well be prohibitive.

There should be no doubt that a property the size of the Arrowsmith Massif (1,300 hectares – compared with the recently acquired Mount Benson property at 212 hectares) will require an investment of operational and development funds. Volunteer support, while well intentioned and likely experienced with this large tract of land, should not be relied upon for all facets of the management. Items to take into consideration include maintaining road access (and entering into access agreements with Island Timberlands), short-term management planning, volunteer stewardship support, signage, materials and resources for on-the-ground work, and safety and security of the property.

The driving distance to the perimeter of the property will impact available staff time. Staff will also require time for familiarization with the property, inspections and supervision of work being performed by volunteers or contractors, regular site visits, and when responding to issues and complaints. The nature of the property's features may also require additional skills, equipment and experience being required of staff (avalanche training, backcountry travel skills, backcountry equipment, etc).

INTERGOVERNMENTAL IMPLICATIONS:

There are telecommunication repeater towers located on the summits of both Arrowsmith and Cokely which have Licenses of Occupation in place issued by Crown. Any new tenure applications will likely be exclusive of these existing tenures.

Other government and stakeholder agencies will be involved with the adjudication of the application by way of referral which is handled by the sponsoring and adjudicating ministries.

CITIZEN IMPLICATIONS:

The interest of the wider community extending beyond the Regional District boundaries is evident in the support from the three partnering organizations. The Alberni-Clayoquot Regional Board endorsement of

the proposal recognizes the importance of the Massif to residents of the Alberni Valley. The willingness of the FMCBC and ACC-VI executive to participate in the application process and to commit to joining the RDN by providing on-the-ground stewardship could lead to many opportunities for volunteer involvement projects. Staff are aware of ongoing informal volunteer stewardship activities ranging from minor trail maintenance to trail marking and signage work.

In addition to the partners and the many individuals who currently use the park for non-motorized recreation, there is evidence of motorized use of the property and environs. This use includes all-terrain vehicles (ATVs, quads etc), dirt bikes/moto-cross motorcycles, and snow machines (skidoos and snowmobiles) in winter. The RDN Park Use Bylaw (Bylaw 1399) expressly prohibits the operation of an all terrain vehicle (ATV), dirt bike or recreational motorcycle in a park, and does not allow for off-road vehicle use within parks unless the operator has a Park Use permit to do so. Limiting access by vehicles to the property will be a challenge and will test both staff and the people wishing to continue that use.

By creating a new Park there will be expectations that trails and other amenities will be constructed, and that existing trails etc will be improved. This call for better access and immediate park development is occurring with Mount Benson Regional Park. The creation of a new park will also draw people interested in seeing the property but perhaps not experienced with the terrain, and there will always be people who push their limits. In all likelihood, the Arrowsmith Search and Rescue group and the Alberni Valley Rescue squad will continue to be involved with searches for those lost or injured while recreating on the property. Incidents on Arrowsmith in recent years have included call-outs for people who have "biten off more than they could chew", or for overdue hikers. Search and Rescue teams are important volunteer community organizations who should be invited to participate in site and management planning for the property should it become regional park. The RCMP also have a role to play in Search and Rescue (SAR) incidents – their involvement in planning should also be considered.

As previously noted, the access to the property is by way of logging roads controlled by Island Timberlands or their logging contractor(s). Limited vehicle access to the eastern side is also available off Highway 19 (near Nanoose Bay) on restricted forest company roads that are open to the public. It should be noted that current logging in the Cameron Valley does from time to time restrict road access. The un-staffed gate at the Highway 4/Summit mainline junction has been locked during periods of high fire danger. The Highway 19 gate is controlled by Island Timberlands security personnel. The Regional Board may wish to consider entering into use agreements with Island Timberlands to provide some security of road access.

SUMMARY:

Following a lengthy submission process seeking the Ministry of Environment's designation of a new park encompassing the Arrowsmith Massif, the Minister of the Environment advised Regional Board members that he favours the Regional District applying for a Crown land tenure to manage it as Regional Park. The 1,300 hectare parcel is included in the current Regional Parks and Trails Plan as a Priority Site of interest for acquisition.

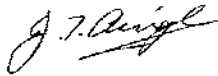
There are three tenure options in this instance; a License of Occupation, a Lease, or a Free Crown Grant. The requirements for a License are less expensive however the tenure is not exclusive. Both a Lease and a Free Crown Grant require a legal survey of the land, which in this case may be very expensive.

The Crown land tenure process requires the applicant to seek the support of a sponsoring Ministry, which in the case of regional parks is the Ministry of Community Services. A Provincial Cabinet-approved selection criteria is used to determine whether or not a Ministry will sponsor an application. Selection of successful applicants may take months due to competing applications from around the province. After sponsorship has been granted, the process requires a comprehensive tenure application package be

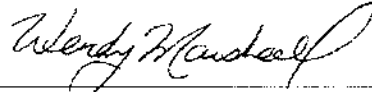
submitted to the Integrated Land Management Bureau of the Ministry of Agriculture and Lands. They in turn may seek the input of other agencies as part of the tenure adjudication process. Processing time by the Integrated Land Management Bureau is about 140 days.

RECOMMENDATION:

That the Board approve seeking support from a sponsoring Ministry and approve the subsequent preparation and submission of a Nominal Rent Tenure application to the Integrated Land Management Bureau of the Ministry of Agriculture and Lands for the purposes of acquiring tenure over Block 1380 to be administered as a Regional Park.



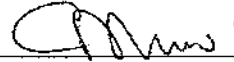
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Manager Concurrence



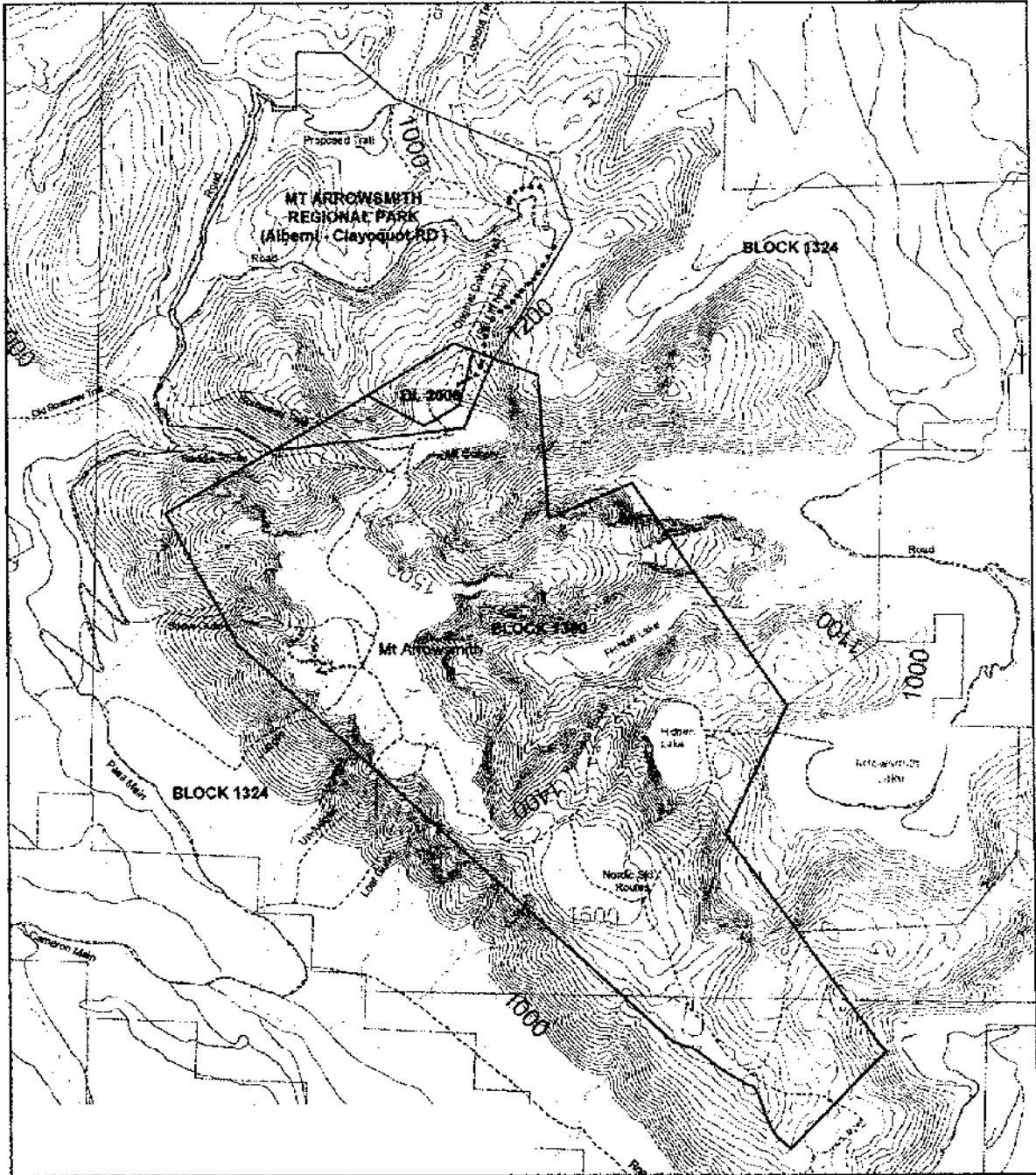
General Manager Concurrence



CAO Concurrence

COMMENTS:

1. Massif: A large mountain mass or compact group of connected mountains forming an independent portion of a range. Ref: The American Heritage[®] Dictionary of the English Language: Fourth Edition, 2000
2. Red list: List of ecological communities, and indigenous species and subspecies that are extirpated (no longer exist in the wild in BC, but do occur elsewhere), endangered (facing imminent extirpation or extinction) or threatened (likely to become endangered if limiting factors are not reversed) in BC.
3. Blue list: List of ecological communities, and indigenous species and subspecies of special concern (particularly sensitive to human activities or natural events) in BC.





Town of Qualicum Beach

MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE
HELD ON TUESDAY, FEBRUARY 6, 2007 AT 12:00 PM
AT THE PARKSVILLE CIVIC AND TECHNOLOGY CENTRE

Table with 2 columns: Name and Affiliation. Includes Councillor Barry Avis, Chair (Town of Qualicum Beach), Councillor Marc Lefebvre (City of Parksville), Director Joe Stanhope (Regional District of Nanaimo), Director George Holme (Regional District of Nanaimo), Carol Mason (Regional District of Nanaimo), John Finnic (Regional District of Nanaimo), Wayne Moorman (Regional District of Nanaimo), Fred Manson (City of Parksville), Gary O'Rourke (City of Parksville), Mike Squire (City of Parksville), Mark Brown (Town of Qualicum Beach), Bob Weir (Town of Qualicum Beach), and Bev Farkas (Recording Secretary).

1. Call to Order

B. Avis called the meeting to order.

2. Review of Agenda

The agenda was accepted as prepared.

3. Minutes

It was confirmed that the dam tour in of 2006 did not occur and it was suggested that a tour in 2007 would be in order.

There was discussion regarding the most efficient administration of the Committee meetings, such as meeting arrangements and minutes.

MOVED Director Stanhope, SECONDED Director Holme, that this item be referred back to staff for further discussion and brought back to the next meeting of this Committee.

CARRIED

MOVED M. Lefebvre, SECONDED J. Stanhope, that the minutes from the meeting of the Arrowsmith Water Services Management Committee held April 18, 2006 be adopted.

CARRIED

4. Englishman River flows during the dry season and control of same

A graph demonstrating reservoir water levels vs. time was distributed to members and discussed. The level is monitored remotely at Parksville daily and June 1st is the date set to begin releasing water from the reservoir and to meet the requirement to maintain a river flow of 1.6 m^3/s at the Englishman River hydrometric station. G. O'Rourke said that AWS has been successful in convincing the province to adjust releases in the past and is hopeful to have the Operating Rule permanently changed.

J. Finnie informed the committee that a meeting is being arranged with DFO and MOE in March to review the Operating Rule. Included will be discussion on creating more storage for the benefit of fisheries.

The committee discussed private water licenses for extraction from Englishman River and the importance to AWS to obtain information about other licensees. It was noted that the volumes of extraction by other licensees and unlicensed extraction volumes are minimal. B. Weir will access an early Water License Study and report his findings back to the committee; he recalls that the licenses indicate the limits of extraction. J. Finnie added that this topic will also be discussed at the DFO/MOE meeting in March.

5. **Watershed Protection Plans “up river”**

There was discussion among committee members regarding watershed protection, the fact that it is a huge undertaking, and the role AWS might take. C. Mason noted that AWS may not be the appropriate forum for watershed management plans unless municipalities join in with funding; there needs to be political willingness. F. Manson urged the committee to keep focused on the capital plan and the intake.

6. **Budget**

G. O’Rourke distributed budget information and discussion resulted in the following points being made:

- Under budget in 2006.
- Usual cost sharing formula used: (63.9% Parksville / 22.4% RDN / 13.7% Qualicum).
- Logging road went well.
- Dam was examined after blasting – no damage.
- EBA – geotech engineering monitoring ongoing.
- \$10,000 was originally allocated to Watershed Protection Initiatives however it was removed as it is a nominal amount and its original intent was never clearly identified.
- G. O’Rourke will determine if the Power Gen study is still worth pursuing.
- Intake treatment facility consulting amount of \$150,000 included. G. O’Rourke preparing a report that will include consulting services alternatives for completing this initiative.
- Funds will not be spent without consensus of group.
- Proposal call for finalizing location and design of Intake is the intent.

MOVED M. Lefebvre, SECONDED J. Stanhope, that the 2007 AWS budget be approved.

CARRIED

7. **Next Meeting**

To be determined.

8. **Adjournment.**

MOVED M. Lefebvre, SECONDED J. Stanhope, that this meeting terminate.

CARRIED

TIME 1:25 PM

B. Avis, Chairperson

Date: February 2, 2007

MEMO TO: ARROWSMITH WATER SERVICE
MANAGEMENT COMMITTEE

FROM: GARY O'ROURKE, P.ENG.

SUBJECT: YEAR 2007 BUDGET
OUR FILE: 5600-10-AWS

I. ISSUE:

Arrowsmith Water Service (AWS) Year 2007 Budget.

II. REFERENCE:

Table 1, showing the recommended AWS Year 2007 Budget.

III. BACKGROUND:

A Year 2007 Provisional Budget has been prepared for consideration by the AWS Management Committee. The proposed budget is shown on Table 1, attached.

No change is recommended for the 2007 *Operating* budget (as compared to the 2006 budget):

The amounts reflected for the proposed 2006 *Capital* budget are as follows:

- Capital Planning – \$25,000 to carry on with the capital plan;
- New Intake and Treatment Facility – \$150,000.

Capital Planning funds will be used to undertake general planning of future phases of the AWS. The \$150,000 budgeted for a new intake and treatment facility will be used for initial design works for such facility, which will be needed within the next 5 to 7 years.

Cost sharing for all budgeted items is based on the original formula based on ownership i.e. Parksville 63.9 %, RDN – 22.4 % and Qualicum Beach 13.7 %.

It is also recommended that \$30,000 be transferred to reserves. This is the same amount that was placed in reserves in 2003, 2004, 2005 and 2006.

Options:

1. Adopt the recommended budget

The AWS Management Committee could adopt the budget reflected on Table 1, which would allow the Joint Venture Partners to take the budget forward for consideration by their respective Councils/Board.

2. Adopt a different budget, or defer adoption

The AWS Management Committee could adopt a different budget from that reflected on Table 1, or defer adoption to a different date. This would require that direction be given to the Manager.

Recommendation:

“That the Arrowsmith Water Service Management Committee recommend the Joint Venturer’s adopt the Provisional Year 2007 Budget shown on Table 1, dated February 2, 2007.”

Gary O’Rourke, P.Eng.
Director of Engineering and Operations
City of Parksville

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TABLE 1
ARROWSMITH WATER SERVICE
YEAR 2007 PROVISIONAL OPERATING BUDGET (E)

	2006	2006	2007	2007	2008	2008	2008	2007	Variance
	Provisional	Provisional	Provisional	Provisional	Provisional	Provisional	Provisional	Provisional	2006-2007
REVENUE									
Parkville Requisition	113,655	93,690	101,541	101,541	113,074	113,351	141,760	223,577	82,517
RDN Requisition	53,820	41,732	43,748	43,748	48,839	47,584	58,108	36,344	20,257
Quincy Requisition	41,523	30,979	31,512	31,512	35,372	33,515	40,713	47,934	7,217
TOTAL REVENUE	208,998	166,399	177,000	177,000	197,285	197,510	239,581	348,855	110,000
EXPENDITURES									
Operating									
Administration									
Labour	3,500	3,500	3,500	3,500	3,605	3,605	3,605	3,605	0
General	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	0
Licences and Insurance	11,000	11,000	23,000	20,000	22,600	30,000	46,000	46,000	0
Legal and Audit	10,000	10,000	10,000	10,000	10,300	3,000	3,000	3,900	0
Total Administration	25,500	25,500	34,500	34,500	37,505	37,605	47,605	47,605	0
Operations and Maintenance									
Equipment	5,000	5,000	5,000	5,000	5,150	5,150	5,150	5,150	0
Labour	20,000	20,000	20,000	20,000	20,500	20,500	20,500	20,500	0
Telephone	10,000								0
Road Maintenance	10,000	10,000	10,000	10,000	10,300	10,300	10,300	10,300	0
Consulting	10,000	10,000	10,000	10,000	20,300	30,300	30,300	30,300	0
Contract	25,000	25,000	25,000	25,000	25,750	25,750	25,750	25,750	0
Materials and Supplies	5,000	5,000	5,000	5,000	5,150	5,150	5,150	5,150	0
Total Operations & Maintenance	87,000	75,000	75,000	75,000	87,250	87,250	87,250	87,250	0
Transfer to Reserves	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	0
Total Operating	142,500	130,500	139,500	139,500	164,755	164,855	174,855	174,855	0
Capital									
Dam Completion	65,000								
Capital Planning		37,500	37,500	37,500	27,500	18,088	25,000	25,000	0
Intake/Treatment Facility								25,000	150,000
Elock 602 Management Plan					10,000				0
Power Generation Study					5,000	5,000	5,000		-5,000
Watershed Protection Initiative						10,000	10,000		-10,000
Admin. Costs - River Intake Prop. Acquisition							25,000		-25,000
Total Capital	65,000	37,500	37,500	37,500	42,500	33,088	65,000	175,000	110,000
TOTAL EXPENDITURES (no Grant)	207,500	168,000	177,000	177,000	197,255	197,943	239,855	349,855	110,000
Capital Planning Grant		37,500	10,000						
TOTAL EXPENDITURES (with Grant)	0	205,500	187,000						
CARY WATERLAWS\arrowsmith2005Prov.xls									gpr



RDN	
CAO	GMF&S
GMDS	GMR&PS
GMES	GMTS
FEB 19 2007	
SMCA	
CHAIR	BOARD
<i>Board</i>	

MEMORANDUM

TO: Herman Koolman
 Manager, Building & Bylaw Services

DATE: February 16, 2007

FROM: Jerry Schaefer
 Building Bylaw Compliance Officer

SUBJECT: Illegal Dock Structure at 3482 Grilse Road
 Legal Description: Lot 68, Plan 15983, District Lot 78, Nanoose Land District

PURPOSE

To request Board direction regarding an outstanding bylaw contravention at 3482 Grilse Road in Electoral Area 'E'.

BACKGROUND

A dock and access ramp were constructed at the subject property without required approvals from the Regional District of Nanaimo (RDN). The property is located within a building inspection service area; therefore, a structure of this kind is required to receive approval of the Building & Bylaw Services Department. A variance to relax setbacks to the natural boundary would also be required. The owner is in possession of a Foreshore Lease Agreement with Crown Lands for the portion of the structure that is on the foreshore.

ALTERNATIVES

1. Place a Section 57 Notice on the title of the property to alert interested parties of a bylaw contravention, and take no further action.
2. Direct staff to do the following:
 - Place a Section 57 Notice on the title of the property to alert interested parties of a bylaw contravention;
 - Direct the owner to engage the services of a registered structural engineer to certify that the structure is safe for its intended use; and,
 - Given the federal authority over the dock structure, it is appropriate that the Board require written confirmation from the owner that federal approval by Transport Canada has been granted under the requirement of The Navigable Waters Protection Act.
3. Order the upland structure to be removed and pursue legal action if required.

FINANCIAL IMPLICATIONS

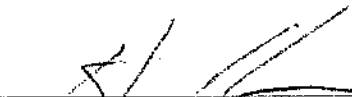
1. Minimal cost to the RDN of registering a Notice on title in adopting Alternative No. 1.
2. Minimal cost to the RDN of registering the Notice on title in adopting Alternative No. 2.
3. Costs are estimated to be between \$3,000 and \$5,000 for legal action on the removal of the structure.

CONCLUSIONS

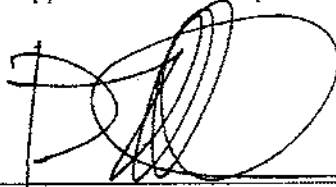
The owner of the subject property has constructed a ramp structure without obtaining the required approvals from the RDN. The structure does not comply with the requirements of the RDN zoning and building bylaws.

RECOMMENDATION


1. That the Board direct staff to do the following:
 - Register a Section 57 Notice on the title of the subject property, 3482 Grilse Road, legally described as Lot 68, Plan 15983, District Lot 78, Nanoose Land District;
 - Direct the owner to obtain an engineer review and confirmation of the structure's safety; and,
 - Direct the owner to provide written confirmation of approval from Transport Canada.



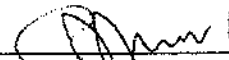
Report Writer



General Manager Concurrence



Manager Concurrence

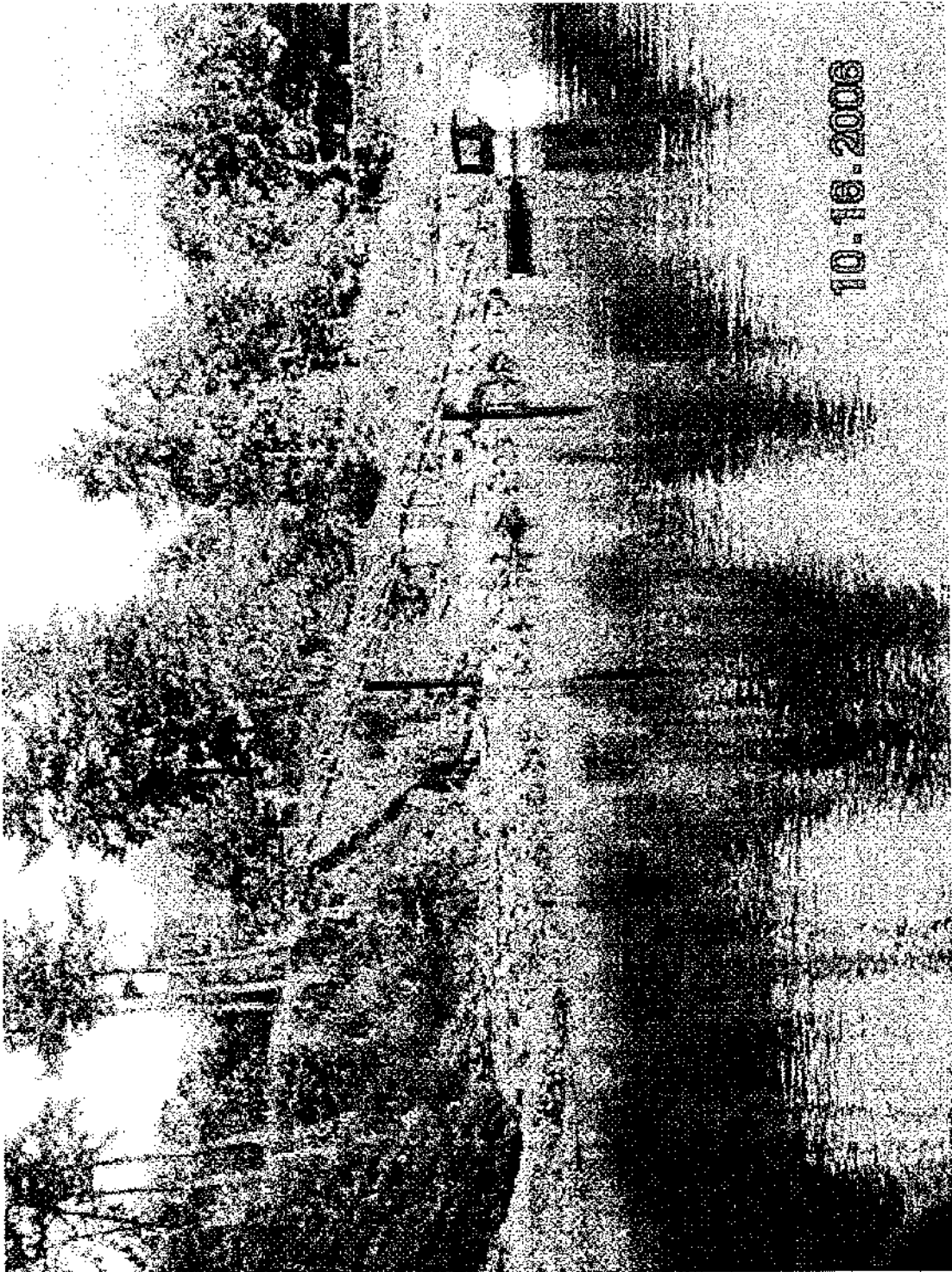


CAO Concurrence

COMMENTS:

devsvs/reports/2007/fe 3482 Grilse Road - Illegal Dock Structure Board Report (3)

Attachment 1





RDN	
CAO	GMR&IS
GMDs	GMR&PS
GMES	GMTS
FEB 20 2007	
SMCA	BOARD
CHAIR	
Board	

MEMORANDUM

TO: Herman Koolman
 Manager, Building & Bylaw Services

DATE: February 16, 2007

FROM: Jerry Schaefer
 Building Bylaw Compliance Officer

SUBJECT: Contravention of Building and Land Use Bylaws at 105 Hilliers Road
 Legal: Lot 13, District Lot 8, Newcastle Land District, Plan VIP1949

PURPOSE

To seek Board approval to place a notice of bylaw contravention on the title of the above-noted subject property.

BACKGROUND

The Regional District of Nanaimo (RDN) received a complaint regarding structures that had been built within setbacks on the subject property. The building inspector for that area attended the property and posted a Stop Work Order instructing the owner to attend RDN offices to bring his property into compliance. Two subsequent letters were sent to the property owner warning of enforcement action if he continued to ignore the notice. In August 2006 this file was forwarded to the Building/Bylaw Compliance Officer for enforcement. A site inspection and discussion with the owner revealed three agricultural structures located in contravention of setback requirements as per Bylaw 500. The owner stated that they had been built prior to a land use bylaw being adopted in 1974 but that one building, a tractor shed, had been extensively rebuilt and extended recently. He was informed that he would be required to obtain a building permit and a variance for this structure. He was sent a letter outlining these requirements the following day. In September and November he was sent follow-up letters as he had not yet responded. To date, the RDN has not received applications for a building permit or a variance.

ALTERNATIVES

1. Place a notice on title to notify interested parties of a bylaw contravention and direct staff to continue enforcement action.
2. Place a notice on title to notify interested parties of a bylaw contravention and direct staff to take no further action.

FINANCIAL IMPLICATIONS

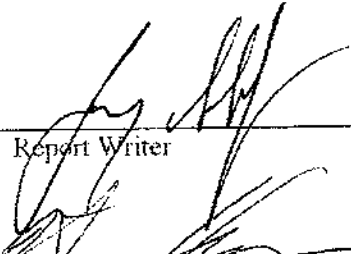
1. For Alternative No. 1, \$2000-\$5,000 if legal action is required.
2. For Alternative No. 2, no significant cost.

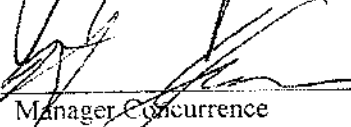
SUMMARY

The use of the structure is for the storage of hay and general farm use, and it shelters no human occupancy. The risk of harm to humans or damage to property due to a structural failure is minimal.

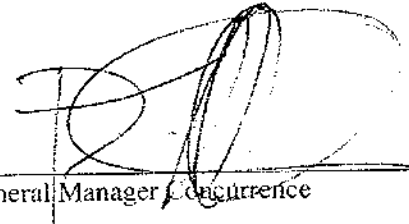
RECOMMENDATION


That a notice be placed on the title of 105 Hilliers Road, legally described as Lot 13, District Lot 8, Newcastle Land District, Plan VIP1949, and that staff are directed to take no further action.



Report Writer


Manager Concurrence



General Manager Concurrence


CAO Concurrence

COMMENTS:
devs/reports/2007/fe 105 Hilliers Road - Contravention of Building and Land Use Bylaws Board Report

TO: Carey McIver
Manager of Solid Waste

DATE: February 19, 2007

FROM: Alan Stanley
Zero Waste Coordinator

FILE: 5370-01

SUBJECT: Electoral Areas C and F Garbage Collection Schedule Change

PURPOSE

To consider changing the garbage collection schedule for Electoral Areas 'C' and 'F' from once every two weeks to once every week.

BACKGROUND

At the February 13, 2007 Committee of the Whole meeting, while considering a recommendation to extend the garbage and recycling collection contract for one year, the Committee approved a motion that staff report back on the options for increasing garbage collection to once per week service in Electoral Areas 'C' and 'F' for the proposed service contract extension period.

Spare capacity in equipment and labour in garbage and recycling collection systems is an indicator of inefficiency. If spare capacity exists, it raises the price to customers. The current garbage and recycling collection system utilizes all available equipment and personnel to maximum capacity. Consequently, Waste Services Inc. (WSI), the current contractor needs at least two additional trucks and drivers to increase the frequency of collection in Electoral Areas 'C' and 'F'.

Garbage collection trucks are in high demand and WSI currently has no spare trucks in their system. The only option to secure the additional trucks needed to provide weekly service in Electoral Areas 'C' and 'F' is leasing or purchasing two trucks. As there are currently no lease trucks available for such a short term, purchasing two new trucks is the only option available.

The cost to purchase two new trucks would be approximately \$400,000 and WSI would require that this capital expense be paid for in the term of the contract, in this case, one year. This means that if the costs for the expanded service are paid for by customers in Electoral Areas 'C' and 'F' only, their user fees would increase from \$108 to \$273 per year to cover additional capital and operating expenses. Applying the additional costs across the entire service area would increase all user fees by approximately \$30 per customer.

The cost analysis is for discussion purposes only because additional garbage collection equipment is not readily available. Garbage collection trucks are a custom manufactured item and delivery would be at least six months following an order to purchase. This means that the change to weekly service could not be implemented until September 2007 at the earliest.

Furthermore, since the garbage and recycling collection system is fully utilized, the extra frequency of collection in two areas would impact all other routes. The existing routes and schedules are reasonably

balanced and the workload is stable throughout a two week cycle. New service levels will require that all routes be rebalanced, meaning that all customers will require new schedules for the last six months of the contract which will increase costs even further.

If the schedules were changed as part of a new contract, the equipment costs/capital amortization would be spread out over a longer time and shared by all users, which would reduce the cost impact of changing the schedule for a couple of areas for a short term. Also, the routes and schedules would be balanced from a system wide perspective, maximizing the efficiency of equipment and labour.

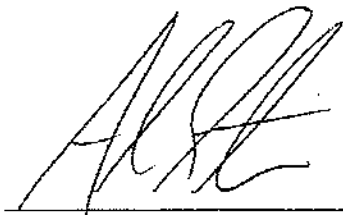
CONCLUSION

Changing the garbage collection schedule for Electoral Areas 'C' and 'F' from once every two weeks to once every week would increase user fees to customers in these areas from \$108 to roughly \$273 per year due to increases in capital and operating costs. Due to lack of equipment and delivery times on new equipment purchases a schedule change cannot be done for at least six months.

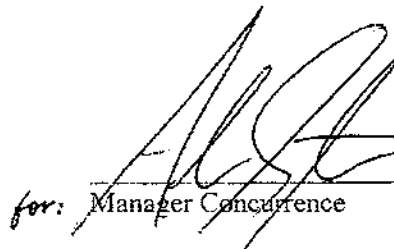
Changing the service level from bi-weekly to weekly can be accomplished easily at little extra cost as part of a new multi-year contract.

RECOMMENDATION

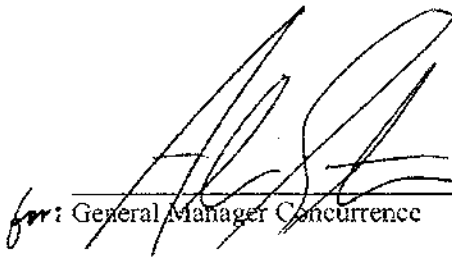
That the Board consider the request for weekly garbage collection in Electoral Areas 'C' and 'F' in conjunction with a new contract to commence April, 2008.



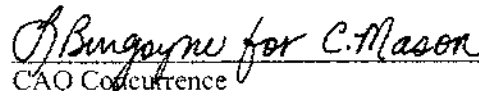
Report Writer



for: Manager Concurrence



for: General Manager Concurrence



B. Bingham for C. Mason
CAO Concurrence

CAO Concurrence

COMMENTS: