

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, JULY 10, 2007

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

4-11 Minutes of the regular Committee of the Whole meeting held June 12, 2007.

COMMUNICATIONS/CORRESPONDENCE

BUSINESS ARISING FROM THE MINUTES

CORPORATE ADMINISTRATION SERVICES

ADMINISTRATION

12-13 Special Occasion License/Special Event Permit - Status Report.

FINANCE & INFORMATION SERVICES

14-16 Resolutions to Lock in Rates for Long Term Debt.

17-18 Administration Computer Equipment Reserve Fund Expenditure.

19-23 Planning Services Fees & Charges Bylaw Amendment Bylaw No. 1259.05.

24-29 Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.01 and Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Amendment Bylaw No. 1443.01.

DEVELOPMENT SERVICES

BYLAW ENFORCEMENT

30-31 Animal Control Contracts – Districts 68 and 69.

ENVIRONMENTAL SERVICES

SOLID WASTE

32-37 Solid Waste Management Regulation Amendment Bylaw No. 1428.02.

UTILITIES

- 38-43 French Creek Sewer Local Service Area Amendment Bylaw No. 813.41 and Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.47 – Inclusion of Property into Local Service Area (864 Reid Road) – Area G.
- 44-45 Nanoose Bay Peninsula Water Service Area - Release of Reserve Funds – Well Drilling Program.
- 46-49 Request for Sewer Servicing – 3312 Dolphin Drive – Area E.
- 50-51 Storm Water – Rainwater Management Practices Review.

RECREATION AND PARKS SERVICES

TRANSPORTATION SERVICES

COMMISSION, ADVISORY & SELECT COMMITTEE

Area 'E' Parks and Open Space Advisory Committee.

- 52-54 Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held June 4, 2007. (for information)

District 69 Recreation Commission.

- 55-68 Minutes of the District 69 Recreation Commission meeting held June 21, 2007. (for information)

1. *That staff provide a full review of fees and charges in the spring of 2008 to include the Fees and Charges policy; past, current and future Regional District rates in relation to mid Island fees and charges; Vancouver Island Fees and Charges survey information provided by Port Alberni, implementation dates for rate changes; and operational budget comparisons associated with cost recovery rates for the mid Island region.*
2. *That the recommendations in the Fees and Charges report be approved as follows:*
 - a) *That the program, admission and rental fees for Oceanside Place in 2007/08 be approved as outlined in Appendix A.*
 - b) *That the program, admission and rental fees for Ravensong Aquatic Centre in 2008 be approved as outlined in Appendix B.*
 - c) *That Recreation Coordinating program fees and recovery rates, administration fee, and revenue-sharing percentage ratio for Term Instructor (Companies) agreements in 2008 be approved as outlined in Appendix C.*

3. *That staff make it a priority to initiate discussions with the School District regarding the development of a Partnership Agreement that addresses joint use, potential joint developments and program partnerships as stated in the RDN Recreation Services Master Plan for Oceanside July 2006.*

Area 'G' Parks and Open Space Advisory Committee.

69-70 Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held May 10, 2007. (for information)

Drinking Water-Watershed Protection Stewardship Committee.

71-74 Minutes of the Drinking Water-Watershed Protection Stewardship Committee meeting held June 6, 2007. (for information)

Verbal Reports As Available:

Arrowsmith Water Service Management Committee

Deep Bay Harbour Authority

Island Corridor Foundation

Mt. Arrowsmith Biosphere Foundation

Municipal Finance Authority

Municipal Insurance Association

North Island 911 Corporation

Oceanside Tourism Association

Regional Library Board

Regional Transportation Advisory Committee

Treaty Advisory Committee

Vancouver Island Health Authority – Joint Capital Planning Committee

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

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 issues.

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, JUNE 12, 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
Alternate	
Director F. Van Eynde	Electoral Area E
Director L. Biggemann	Electoral Area F
Alternate	
Director D. Heenan	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director C. Haimé	District of Lantzville
Director L. McNabb	City of Nanaimo
Alternate	
Director J. Cameron	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Manhas	City of Nanaimo
Director D. Brennan	City of Nanaimo
Director B. Holdom	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
J. Finnie	General Manager of Environmental Services
L. Kiteley	A/General Manager of Transportation Services
N. Avery	Gen. Manager of Finance & Information Services
P. Thorkelsson	General Manager of Development Services
T. Osborne	General Manager of Recreation & Parks
C. McIver	Manager of Solid Waste
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Directors Van Eynde, Heenan and Cameron to the meeting.

LATE DELEGATIONS

MOVED Director Westbrook, SECONDED Director Bestwick, that a late delegation be permitted to address the Committee.

CARRIED

Frank Garnish, re Area 'A' Recreation and Culture.

Mr. Garnish raised his concerns with the Area 'A' Recreation and Cultural Services Master Plan's recommendation for contract staff to be retained for an interim period to administer Area 'A' recreation and culture programs and requested that the Board consider the use of volunteers to administer recreation programs within Electoral Area 'A'.

MINUTES

MOVED Director Biggemann, SECONDED Director Burnett, that the minutes of the Committee of the Whole meeting held May 8, 2007 be adopted.

CARRIED

CORPORATE ADMINISTRATION SERVICES

ADMINISTRATION

Partnership Project with Sunyani, Ghana – Update.

The Manager of Solid Waste provided a verbal/visual update on the partnership project with Sunyani and introduced Mr. Ken Hammer, Malaspina University/College, who thanked the Board for the opportunity to partner with the RDN and provided an overview of projects being considered by Malaspina.

MOVED Director Westbroek, SECONDED Director Bestwick, that staff advise the Federation of Canadian Municipalities (FCM) that the RDN will continue to participate in a one year partnership project with the Sunyani Municipal Assembly beginning in 2008 to complete the public education and consultation component of their Solid Waste Management Plan, subject to a program funding agreement being reached between the FCM and the Canadian International Development Agency.

CARRIED

Health Authority Governance Resolution.

MOVED Director McNabb, SECONDED Director Holdom, that the Health Authority Governance resolution be submitted to the upcoming UBCM convention.

CARRIED

FINANCE & INFORMATION SERVICES

Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1529.

MOVED Director Westbroek, SECONDED Director McNabb, that “Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1529, 2007” be introduced for first three readings.

CARRIED

MOVED Director Westbroek, SECONDED Director McNabb, that “Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1529, 2007” having received three readings be adopted.

CARRIED

Regional District of Nanaimo Security Issuing (City of Nanaimo) Bylaw No. 1530.

MOVED Director McNabb, SECONDED Director Manhas, that “Regional District of Nanaimo Security Issuing (City of Nanaimo) Bylaw No. 1530, 2007” be introduced for first three readings.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that “Regional District of Nanaimo Security Issuing (City of Nanaimo) Bylaw No. 1530, 2007” having received three readings be adopted.

CARRIED

2006 Financial Information Report.

MOVED Director Holdom, SECONDED Director Brennan, that the 2006 *Financial Information Act* report be received, approved and be forwarded to the Ministry of Community Services.

CARRIED

Wide Area Network (WAN) Services Contract Approval.

MOVED Director Herle, SECONDED Director Brennan, that the Regional District of Nanaimo award a contract to Telus for the provision of Wide Area Network/Internet services for a period of five years to service our three primary sites (6300 Hammond Bay Road in Nanaimo, Oceanside Place in Parksville and Ravensong Aquatic Centre in Qualicum Beach).

CARRIED

HOSPITAL

Nanaimo Regional Hospital District 2007 Capital Expenditure Borrowing Bylaw No. 142.

MOVED Director Westbrook, SECONDED Director Herle, that "Nanaimo Regional Hospital District 2007 Capital Expenditure Borrowing Bylaw No. 142, 2007" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Herle, that "Nanaimo Regional Hospital District 2007 Capital Expenditure Borrowing Bylaw No. 142, 2007" having received three readings be adopted.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE

Code Blue Funding Request.

MOVED Director Westbrook, SECONDED Director Herle, that the Board approve \$3,000 in funding for the Code Blue project from the Liquid Waste Department FCPCC and NPCC budgets.

CARRIED

On-Site Sewage Disposal System Education Program.

MOVED Director Manhas, SECONDED Director Bestwick,:

That the Board approve the development of a public information and education program for onsite sewage disposal systems with a 2008 budget of \$25,000 to be funded by an increase in septage tipping fees; and

That staff be directed to prepare the necessary bylaw amendment to implement the proposed septage fees to finance the education program.

CARRIED

SOLID WASTE

Solid Waste Management Regulation Bylaw No. 1531.

MOVED Director Westbrook, SECONDED Director Herle, that "Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531, 2007" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Herle, that "Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1531, 2007" having received three readings be adopted.

CARRIED

Church Road Transfer Station Drywall Recycling.

MOVED Director Holdom, SECONDED Director Sperling, that the Board approve the issuance of a Purchase Order with Alpine Disposal and Recycling for drywall hauling and recycling from the Church Road Transfer Station for \$183,255 for the period of June to December, 2007.

CARRIED

UTILITIES

French Creek Sewer Local Service Area Amendment Bylaw No. 813.40 and Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.45 – Inclusion of Properties into Local Service Areas (Meadow Drive, Reid Road, Sumar Lane) – Area G.

MOVED Director Westbroek, SECONDED Director Holdom, that “French Creek Sewer Local Service Area Amendment Bylaw No. 813.40, 2007” be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Holdom, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.45, 2007” be introduced and read three times.

CARRIED

Surfside Sewer Local Service Area Amendment Bylaw No. 1124.06 and North Community Sewer Service Area Boundary Amendment Bylaw No. 889.46 – Inclusion of Properties into Local Service Areas (Flamingo/McFeely/Surfside Drive – Area G).

MOVED Director Westbroek, SECONDED Director Herle, that the applications to expand the Surfside Sanitary Sewer Service Area inclusive of the applicable fees and charges and the pre-paid portion of the estimated costs for the future expansion of the sanitary sewer collection system be approved.

CARRIED

MOVED Director Westbroek, SECONDED Director Herle, that “Surfside Sewer Local Service Area Amendment Bylaw No. 1124.06, 2007” be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Herle, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.46, 2007” be introduced and read three times.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area ‘A’ Recreation and Cultural Services Master Plan Project Advisory Committee.

MOVED Director Burnett, SECONDED Director McNabb, that the minutes of the Electoral Area ‘A’ Recreation and Cultural Services Master Plan Project Advisory Committee meeting held May 14, 2007 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director Biggemann, that the Electoral Area ‘A’ Recreation and Cultural Services Master Plan be approved to guide the development, management, administration and operations of recreation and cultural services.

CARRIED

MOVED Director Burnett, SECONDED Director Biggemann, that the Terms of Reference attached as Appendix II be approved to establish a Recreation and Cultural Advisory Commission for Electoral Area ‘A’ with recreation and cultural services administered through Regional District staff.

CARRIED

Nanoose Bay Parks and Open Space Advisory Committee.

MOVED Director Van Eynde, SECONDED Director McNabb, that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held April 2, 2007 be received for information.

CARRIED

Electoral Area ‘H’ Parks and Open Spaces Advisory Committee.

MOVED Director Heenan, SECONDED Director Holdom, that the minutes of the Electoral Area ‘H’ Parks and Open Space Advisory Committee meeting held March 16, 2007 be received for information.

CARRIED

MOVED Director Heenan, SECONDED Director Brennan, that staff meet with Ms. D. Robinson and bring forward a report and recommendations regarding the proposed BMX Park on Regional District community parkland adjacent to the Lighthouse Community Centre to include land use issues, insurance liability, project costs, time lines and project phasing.

CARRIED

District 69 Recreation Commission.

Director Herle left the meeting citing a possible conflict of interest with the next item. Director Herle is a member of the Rotary Club of Qualicum Beach and sits on the Committee which has applied for a grant.

MOVED Director Westbroek, SECONDED Director Brennan, that the minutes of the District 69 Recreation Commission meeting held May 17, 2007 be received for information.

CARRIED

MOVED Director Westbroek, SECONDED Director Brennan, that the Regional Board approve the recommendations from the District 69 Recreation Commission Grants Committee for the following Community and Youth Recreation Grants:

Community Recreation Grants:

Deep Bay Canada Celebration – fireworks show	\$	2,000
D69 Family Resource Association (Family Days) – signage, races, pre-parade/parade and advertising expenses	\$	2,450
Forward House Community Society – supplies and equipment to revitalize greenhouse	\$	1,800
Parksville & District Association for Community Living – “Operation Trackshoes” – bus transport & t-shirt expenses	\$	1,050
Ravensong Aquatic Club – pool rental, equipment and stationary	\$	1,800
Rotary Club of Qualicum Beach – event shortfall	\$	3,000
The Old School House Arts Centre – facility and equipment rental and transportation	\$	2,090
Vancouver Island Opera – costumes and scenery	\$	900

Youth Recreation Grants:

Arrowsmith Community Enhancement Society – program supplies	\$	1,510
D69 Family Resource Association – surf equipment	\$	1,600
Oceanside Kidfest Committee – youth activity supplies	\$	1,000
Oceanside Arts Council – production costs	\$	850
One Five One – Art Speak Gala – supply and event costs	\$	1,381
Parksville Lawn Bowling Club – equipment	\$	2,000
Parksville Lions Club – form material for skate park jump	\$	1,200
		CARRIED

Director Herle returned to the meeting.

MOVED Director Westbrook, SECONDED Director McNabb, that the Recreation and Parks Department employ one new permanent part-time Recreation Programmer and re-organize staff responsibilities to accommodate for the provision of recreation services to Electoral Areas 'E', 'G' and 'H', Parksville and Qualicum Beach.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that the Regional District of Nanaimo enter into a three year recreation services agreement with the Arrowsmith Community Enhancement Society to include the transfer of up to \$28,000 annually to the Society to provide recreation services locally to Electoral Area 'F'.

CARRIED

Grants-in-Aid Committee.

MOVED Director Van Eynde, SECONDED Director Young, that the minutes of the Grants-in-Aid meeting held May 10, 2007 be received for information.

CARRIED

MOVED Director Young, SECONDED Director Van Eynde, that the following grants be awarded:

School District 68 Grants

Cedar School & Community Enhancement Society	\$	400
Hope Centre	\$	880
Nanaimo Search & Rescue	\$	880
People for a Healthy Community on Gabriola Society	\$	500
		CARRIED

MOVED Director Young, SECONDED Director Van Eynde, that the following grants be awarded:

School District 69 Grants

District 69 Family Resource Association	\$	2,000
Friends of Nanoose Library	\$	750
Mount Arrowsmith Pipe Band Association	\$	1,275
The Nature Trust of BC	\$	1,500
Oceanside Community Response Network	\$	600
Parksville & District Historical Society	\$	330
Parksville Garden & Parkland Society	\$	1,000
		CARRIED

Transit Select Committee.

MOVED Director McNabb, SECONDED Director Burnett, that the minutes of the Transit Select Committee meeting held May 24, 2007 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Biggemann, that staff be directed to prepare a report on the Bastion Street Bus Stop that outlines options for consideration.

CARRIED

Drinking Water – Watershed Protection Stewardship Committee.

MOVED Director Young, SECONDED Director McNabb, that the minutes of the Drinking Water – Watershed Protection Stewardship Committee meeting held May 2, 2007 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the RDN pay for Jennifer Ann MacLeod's transportation costs to attend the San Juan/Gulf Islands Water Policy symposium, and that Jennifer Ann report back to the Committee on what she learned at the symposium that is relevant to the Committee's mandate.

CARRIED

Family Resources Association Mobile Youth Outreach Centre.

Director Westbrook provided information with respect to the Family Resources Association's proposal to purchase a bus, and working with School District 69, and the Youth Link network to provide a mobile youth outreach centre which would travel within Oceanside to promote and actively engage youth in recreation pursuits and other related health and social services.

MOVED Director Westbrook, SECONDED Director Herle, that the Board support the proposed mobile youth outreach centre and that Recreation and Parks staff work with the Family Recreation Association to promote this project.

CARRIED

ADDENDUM

DEVELOPMENT SERVICES

OTHER

Amendment to Impact Assessment Bylaw No. 1165.

MOVED Director Manhas, SECONDED Director Young, that "Regional District of Nanaimo Impact Assessment Bylaw Amendment Bylaw No. 1165.03, 2007" be given three readings.

CARRIED

MOVED Director Manhas, SECONDED Director Young, that "Regional District of Nanaimo Impact Assessment Bylaw Amendment Bylaw No. 1165.03, 2007" be adopted.

CARRIED

IN CAMERA

MOVED Director Holdom, SECONDED Director Herle, that pursuant to Section 90(1)(c) of the *Community Charter* the Board proceed to an In Camera meeting to consider items relating to labour relations.

CARRIED

ADJOURNMENT

MOVED Director Holdom, SECONDED Director Herle that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 7:53 PM

CHAIRPERSON

**SPECIAL OCCASIONS - 2007
STATUS REPORT**

SPECIAL OCCASION LICENSES APPROVED:

Electoral Area	Name of Organization	Name of Event	Date of Event	Director Approval	Days Requested	Approval Date	Total Approved
A	Dragon Custom Cycle	Show & Shine	May 27	✓	1	May 7	1
B	Gabriola Island Community Hall Association	Annual Salmon Barbecue	August 11	✓	1		
C							
E							
F	VI Association for Injured Motorcyclists	Pig 'n' Fin	August 17, 18	✓	2	April 27	2
	Errington War Memorial Association	Hi Neighbour Day	August 18	✓	1	May 24	3
	Coombs Hilliers Recreation & Community Organization	Bull-a-Rama	June 1,2,3	✓	3	May 24	6
	Coombs Hilliers Recreation & Community Organization	Coombs Rodeo	July 20,21,22	✓	3	May 24	9
	Coombs Hilliers Recreation & Community Organization	Whiskey Creek Music Festival	July 14,15	✓	2		
G							
H							

STATUS REPORT

SPECIAL EVENT PERMIT APPLICATIONS:

Electoral Area	Name of Organization	Name of Event	Date of Event	Health Approval	Fire Dept Approval	RCMP Approval	Security Deposit	Director Approval	Approval Date	Permit Issued
A										
B	Gabriola Island Community Hall Association	Annual Salmon Barbecue	August 11					✓		
C	Scouts Canada	Camp Skeeter	May 18,19,20,21	✓	n/a	✓	n/a	✓	May 15	May 15
E	Girl Guides of Canada	Spirit of Adventure Rendezvous	Jul 18-28	✓	✓	✓	n/a	✓	Feb 27	✓
	Rocking Horse Pub	Farmers Market	May 13-Sept 30	n/a	✓	✓	n/a	✓	May 25	May 25
F	VI Association for Injured Motorcyclists	Pig 'n' Fin	Aug 17, 18, 19	✓	✓	✓	n/a	✓	April 24	April 24
	Coombs Hilliers Recreation & Community Organization	Bull-a-Rama	June 2,3	✓	✓	✓	n/a	✓	May 28	May 28
	Coombs Hilliers Recreation & Community Organization	Coombs Country Bluegrass	August 3,4,5	✓	✓	✓	n/a	✓	May 28	May 28
	Coombs Hilliers Recreation & Community Organization	Coombs Rodeo	July 21,22		✓	✓	n/a	✓	May 28	May 28
	Arrowsmith Agricultural Association	Coombs Fall Fair	August 10,11,12	✓	✓	✓	n/a	✓	June 26	June 26
	Whiskey Creek Music Festival Group	Whiskey Creek Music Festival	July 14,15		✓	✓	n/a	✓		
G										
H										



RDN			
CAO	<i>RM</i>	GMF&IS	
GMDS		GMR&PS	
GMES		GMTS	
JUL - 5 2007			
SMCA			
CHAIR		BOARD	
<i>July Cont</i>			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 20, 2007

FROM: N. Avery
General Manager, Finance & Information Services

FILE:

SUBJECT: Resolutions to Lock in Rates for Long Term Debt

PURPOSE:

To obtain Board endorsement of resolutions to enter into a rate swap arrangement with the Municipal Finance Authority to provide interest rate protection for funds to be borrowed in 2007 and 2008.

BACKGROUND:

The Municipal Finance Authority has offered local governments who intend on borrowing either in the fall of 2007 or the spring of 2008 an opportunity to reduce their exposure to possible long term rate increases. The bond market is currently uneasy and rumored short term rate increases may spill over into the ten year bond market. The MFA advises that ten year rates have moved about 25 basis points (¼ percent) since May. Most recently ten year rates have moved sideways and slightly downward however there continues to be a sharp focus on potential inflation and the analysis of the inflation environment by the Bank of Canada.

Two major projects are nearing completion and will require long term debt. The first is our Barclay Crescent sewer project for which we expect to borrow about \$1 million dollars, the second is the expansion at the Nanaimo Regional General Hospital for which will borrow approximately \$8 million dollars. Separate resolutions are required for both the Regional District and the Regional Hospital District.

ALTERNATIVES:

1. Adopt a general resolution which permits the General Manager, Finance & Information Services to lock in rates for any future borrowings when it is deemed advantageous.
2. Adopt project specific resolutions.

FINANCIAL IMPLICATIONS:

Alternative 1

Under this alternative the resolution is not specific to a particular bylaw. This allows staff to work at any time that borrowing is required, now or in the future to lock in rates as early as possible in a rising rate environment. The Municipal Finance Authority monitors rates daily and will advise us when rates appear to be rising – at which point we can lock in very quickly. Our estimates for the cost of debt financing for both of the above noted projects at 6% per annum. Ten year rates are currently at about 5.1% which is a comfortable margin; however, having the resolution in place would be prudent.

Alternative 2

Under this alternative the resolution is specific to the project and identifies a rate range which cannot be exceeded. This is an equally appropriate option, however, it requires staff to obtain approval for each new issue and sometimes locking in specific rates is challenging if rates are rising rapidly.

SUMMARY/CONCLUSIONS:

The Municipal Finance Authority has advised its local government clients that we may wish to consider submitting resolutions which permit designated staff to lock in rates before a fall or spring debt issue is actually launched in the market. The Regional District did approve such a resolution about five years ago when rates were rising and we were successful in reducing our costs when the issue was refinanced. The MFA will accept either a general resolution which is open ended or a specific resolution for a particular bylaw. Staff recommend adopting a general resolution. This will allow staff to work with the MFA any time we have funds to be borrowed to secure the best available rates.

RECOMMENDATION:

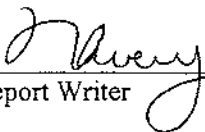
That the following resolutions be endorsed:


Regional District of Nanaimo

That the officer responsible for the Financial Administration of the Regional District of Nanaimo be authorized to lock in interest rates with the Municipal Finance Authority on loan authorization Bylaw No. 1392 (Barclay Crescent Sewer) for the full term of the bylaw.

Regional Hospital District

That the officer responsible for the Financial Administration of the Nanaimo Regional Hospital District be authorized to lock in interest rates with the Municipal Finance Authority for loan authorization Bylaw No. 127 and subsequent amendments (Phase II expansion of Nanaimo Regional General Hospital) for the full term of the bylaw.


Report Writer


C.A.O. Concurrence

COMMENTS:

**MUNICIPAL
FINANCE
AUTHORITY** of British Columbia

mfa-bc

737 FORT STREET, VICTORIA, BC V8W 2V1 CANADA
TELEPHONE (250) 383-1181 FAX (250) 384-3000
E-MAIL mfa@mfa.bc.ca WEBSITE www.mfa.bc.ca

To: MFABC Members

May 31, 2007

From: Director of Finance

Topic: Interest Rates – Fall 2007 and Spring 2008

Recently interest rates have been rising in Canada as evidenced by the 10yr Canada rate which has increased by approximately 1/2 of a percentage point since January, 2007. At the same time the Bank of Canada overnight rate (short term rate) has remained at 4.25%.

On May 29th the Bank of Canada released a statement acknowledging the strength of the economy and that inflation had risen above their expected range which could mean that **"increases in the overnight rate may be required in the near term to bring inflation back to the target"**. This possible increase in the overnight rate may indicate further increases in the 10yr Canada rate upon which the MFA bases its re-lending rates. We have reviewed the latest economic reports and have found some economists support a general increase in rates going into 2008 while others are more neutral both on where rates will go and on the duration of any short term rate increases.

We are uncertain as to exactly where rates will be in the Fall of 2007 or Spring of 2008 but if you are concerned with the possible increase in rates you may always protect your future borrowings by entering into a "swap" (rate lock agreement) in advance. A swap will set your rate in advance of the MFA debenture issue regardless of what happens to market rates when we launch our fall 2007 or spring 2008 debenture.

Please note all standard borrowing processes need to be completed and approved and, as well, a council resolution to authorize the entering into a swap must be passed. If you are interested in locking in rates, please contact us.

Yours truly,



Graham Egan
Director of Finance

Hospital - Phase II -
Barclay Cres -
San Pavierl -



RDN			
CAO	RN	GMF&IS	
GMDS		GMR&PS	
GMES		GMTS	
JUL - 4 2007			
SMCA			
CHAIR		BOARD	
July 2007			

MEMORANDUM

TO: N. Avery DATE June 28, 2007
 General Manager, Finance and Information Services

FROM: W. Thexton FILE:
 Manager, Budgets and Capital Planning

SUBJECT: Administration Computer Equipment Reserve Fund Expenditure

PURPOSE

To obtain Board approval for expenditures from the Administration Computer Equipment Reserve Fund to purchase equipment for our Storage Area Network (SAN).

BACKGROUND

An expenditure of \$39,430 for Storage Area Network (SAN) hardware and related software is identified in the 2007 financial plan. The purchase will increase our centralized disk storage capacity and is a planned expenditure from our computer equipment reserve fund. Staff recommend approving the use of reserve funds by resolution.

ALTERNATIVES

1. Approve the reserve fund expenditure as outlined in this report.
2. Use an alternate source of funds.

FINANCIAL IMPLICATIONS

Alternative 1

The Administration Computer Equipment Reserve Fund has a current balance prior to this expenditure of \$536,088. Staff have confirmed the purchase price and it is within budget. The Administration Computer Equipment Reserve Fund has sufficient funds available to pay for the expenditures and funds would only be used to the extent necessary to complete the purchase.

Alternative 2

While the expenditure could be made from the Operating Fund, this would require an amendment to the financial plan.


SUMMARY/CONCLUSIONS


The financial plan identifies an expenditure of \$39,430 from the Administration Computer Equipment Reserve Fund for SAN hardware and related software. Staff have confirmed that the equipment can be purchased within the budgeted amount and recommend a resolution approving the use of reserve funds for this purpose.

RECOMMENDATION

That \$39,430 to purchase Storage Area Network (SAN) hardware and related software be approved as an expenditure from the "Administration Computer Equipment Reserve Fund Establishment Bylaw No. 924, 1994".


Report Writer


General Manager Concurrence


C.A.O. Concurrence

COMMENTS:



RDN			
CAO	(initials)	GMF&IS	
GMDS		GMR&PS	
GMES		GMTS	
JUL - 4 2007			
SMCA			
CHAIR		BOARD	

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 29, 2007

FROM: N. Avery
General Manager, Finance & Information Services

FILE:

SUBJECT: Amendment to Development Services Products Fees and Charges

PURPOSE:

To introduce for three readings and adoption "Regional District of Nanaimo Planning Services Fees and Charges Bylaw Amendment Bylaw No. 1259.05, 2007".

BACKGROUND:

Bylaw 1259 lists the fees to be paid for applications, services and products obtained through the Development Services Department. Part 6 of the bylaw lists the amounts to be charged for a variety of maps and publications. The change from hand drafting to computer generated maps has made a number of the fee categories redundant. Additionally, as more and more people and companies invest in digital mapping systems, requests to provide data in a digital format rather than a static printed format is increasing. Staff are recommending that the fee schedule be updated.

In the early stages of developing electronic mapping databases, local governments were very cautious about sharing their data. Concerns about liability for accuracy, how to recover the costs of initial investments and whether parties obtaining the information would use it for commercial purposes were common. In the current digital environment, information sharing is much more common and customers are well aware of the general risk of relying on live digital data – particularly data which must be updated frequently. More commonly local governments are making every effort to distribute "live" mapping data to enable economic development and improve development applications. The Regional District publishes static maps to its website, however, we do receive occasional requests for digital data which can be imported and used in compatible software platforms. Staff have concluded that the Regional District should allow digital map layers to be purchased without restrictions on the use of the data.

ALTERNATIVES:

1. Amend Part 6 of the Planning Services Fees and Charges Bylaw as presented, including delegation of the authority to reduce certain fees to the General Manager Finance & Information Services.
2. Adopt the Schedule of Fees without the delegation of authority to reduce fees.
3. Do not make changes to the fee schedule at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

The table below highlights the specific fee changes recommended in this report:

Product	Current Fee	Revised Fee
Printed maps	Maps are “named” – i.e. ALR map, zoning map etc and range from \$5 (simple line map) to \$12 (shaded maps)	Prices would be based on the size of the map - \$2 for small (12 x 18 in) black & white maps to \$14 for coloured 36 x 72 in maps
Custom printed map production	\$50 per hour	\$50 per hour (min \$30) plus cost of maps based on sizes above
Map Layers (digital data format)	N/A	\$50 per hour (\$50 minimum)

The fee changes are relatively minor with the exception of a new fee for providing map layers in a digital data format – that is data which can be imported into compatible software and then be worked on with that software.

While requests for digital data will generally be a one way sale transaction, occasionally we are approached by companies and organizations which have information we would find useful. Examples include inventories of streams and watercourses. In these instances both parties benefit from sharing information and staff believe that a reduction in fees would be warranted. Staff recommend that a senior staff person (the General Manager Finance & Information Services) be authorized to reduce fees where an exchange of data can be arranged.

Alternative 2

Under this alternative there would be no reduction of the fee to produce the information even if the purchaser agreed to share compatible data with us. The fee of \$50 per hour is not likely to be a significant impediment to convincing those few customers to share data – however, it reflects the goodwill with which the Regional District wants to enable its citizens in the information age.

Alternative 3

Staff do not recommend this alternative. The existing fee schedule is outdated because we do not produce some of these exact types of maps. Pricing maps on the basis of size eliminates complex fee schedules listing specific types of map content. This alternative also does not provide a standard approach to responding to requests for live digital data – leaving staff to consider the merits of each application.

SUMMARY/CONCLUSIONS:

Staff have reviewed the fee structure for producing maps for resale and recommend simplifying the fee structure to a size and colour/black & white based fee. The digital database from which mapping information is now drawn allows maps to be printed very economically.

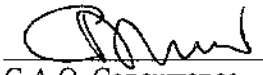
Additionally staff recommend a new fee for providing copies of map layers in a digital data format – that is data files which can be loaded into compatible software and worked on within that software. The files would only be available in the file type native to the software we work in. Finally, staff recommend that in those few instances where a customer has digital mapping data that could be shared with ourselves that a senior staff person be delegated the authority to reduce the fees to encourage that data to be shared. The authority to reduce fees would be delegated to the General Manager Finance & Information Services.

RECOMMENDATION:

1. That “Regional District of Nanaimo Planning Services Fees and Charges Amendment Bylaw No. 1259.05, 2007” be introduced and read three times.
2. That “Regional District of Nanaimo Planning Services Fees and Charges Amendment Bylaw No. 1259.05, 2007” having been read three times be adopted.



Report Writer



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1259.05

**A Bylaw to Amend Regional District of Nanaimo
Planning Services Fees and Charges Bylaw No. 1259, 2002**

WHEREAS the Board of the Regional District of Nanaimo has the authority to establish fees and charges for services provided;

AND WHEREAS the Board wishes to amend certain fees as a result of technological changes;

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

1. "Regional District of Nanaimo Planning Services Fees and Charges Bylaw No. 1259, 2002," is hereby amended as follows:

Part 6 – Planning Department Products and Mapping Services is hereby repealed and is replaced with the text shown as Schedule 'A' attached to and forming part of this bylaw.

2. This Bylaw may be cited as "Regional District of Nanaimo Planning Services Fees and Charges Bylaw Amendment Bylaw No. 1259.05, 2007".

Introduced and read three times this 24th day of July, 2007.

Adopted this 24th day of July, 2007.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

 Chairperson

 Sr. Mgr., Corporate Administration

Part 6 – Development Services Products Fees and Charges

1. Fees and charges are payable in accordance with the following table. Federal/Provincial Sales taxes are in addition where applicable.

Maps	Black/White	Colour	Other Fees
Up to 12 x 18 inches	\$3	\$2	
Up to 24 x 36 inches	\$7	\$5	
Up to 36 x 72 inches	\$14	\$10	
Longer than 72 inches	\$3 per linear foot	\$2 per linear foot	
Cadastre Map Book			\$125.00
Custom Printed Map	\$50.00 per hour (minimum \$30) plus cost of individual map sheets as above		
Digital Image Map Book (.pdf)	\$75.00		
Map Layers (digital data format) – see 6(2) below	\$50.00 per hour (minimum \$50)		
"Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987"; text only			\$25.00
"Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002"; text only			\$10.00
Full size double sided version of the text and reduced schedules of an official community plan			\$10.00
Miscellaneous regional or planning study			\$25.00
RDN Parks Plan			\$10.00
Background report			\$10.00
Legal survey plan 8.5" by 11"			\$1.50
Legal survey plan 11" by 17"			\$2.00
Photocopies			\$0.25
Other document or publication not listed above			\$10.00

2. Map Layers (digital data format) - The General Manager Finance & Information Services may reduce fees for Map Layers (digital data format) where reciprocal information is exchanged with a purchaser.



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GMES	GMTS		
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SMCA			
CHAIR	BOARD		
July 2007			

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 23, 2007

FROM: N. Avery
General Manager, Finance & Information Services

FILE:

SUBJECT: Amendments to the Boundaries for the Imposition of Development Cost Charges

PURPOSE:

To introduce amendments to the boundaries for the collection of development cost charges for the Northern Community and Fairwinds (Nanose) sewer service areas.

BACKGROUND:

It has been determined that certain properties in the Madrona Beach area of the Nanose Peninsula will be connected to the wastewater treatment plant located in French Creek (Electoral Area 'G'). Currently these properties are shown within the Fairwinds (Nanose) Wastewater Treatment Development Cost Charges area. Accordingly, staff are submitting boundary amendments which will ensure that future charges are collected and credited appropriately.

ALTERNATIVES:

1. Give both bylaws three readings and forward them to the Ministry of Community Services for approval.
2. Do not make any change at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

For the most part there have been few development cost charges collected in this area because it is largely developed. The current rate for development cost charges in the Fairwinds DCC area is \$3,064 per residential unit versus a rate of \$4,745 in the Northern Community Sewer DCC area. The rates are dissimilar because they are funding different sized facilities. Regardless of the difference in rates, the Madrona Beach properties must be included in the Northern Community Sewer DCC area because that is where sewage will be directed.

Alternative 2

Some years ago there was some expectation that this area would be connected to the Fairwinds treatment plant. Staff have now concluded this will not be the case and there is no reason to continue with the present collection boundaries.

SUMMARY/CONCLUSIONS:

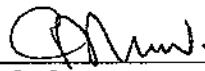
Two bylaw amendments are presented which will remove certain properties in the Madrona Beach area of the Nanoose Peninsula from the development cost charge area for the Fairwinds wastewater treatment plant and which will add them to the Northern Community Sewer (French Creek) development cost charge area. The bylaws are required because this part of the Nanoose peninsula will be connected to the French Creek treatment plant.

RECOMMENDATION:

1. That "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.01, 2007" be read three times and be forwarded to the Ministry of Community Services for approval.
2. That "Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Amendment Bylaw No. 1443.01, 2007 read three times and be forwarded to the Ministry of Community Services for approval.



Report Writer



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1442.01

A BYLAW TO AMEND THE APPLICATION AND
THE BOUNDARIES OF THE NORTHERN COMMUNITY
SEWER SERVICE AREA DEVELOPMENT COST CHARGE
BYLAW 1442

WHEREAS the Regional District of Nanaimo has adopted "Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442, 2005";

AND WHEREAS the Board wishes to amend the boundaries within which development cost charges shall be imposed;

AND WHEREAS the Board wishes to amend the bylaw to exempt the first dwelling unit built on a lot;

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

1. Northern Community Sewer Service Area Development Cost Charge Bylaw No. 1442, 2005 is hereby amended by:

Adding new paragraphs (c) to Section 5 as follows:

"5. **EXCEPTIONS**

- (c) Section 2 does not apply to the first self-contained residential unit constructed on a lot but applies to all subsequent residential units constructed;"
2. The properties outlined on Schedule 'C' attached hereto are added to the boundaries within which development cost charges under this bylaw are imposed.
3. Schedule 'B' to Bylaw 1442 is hereby repealed and Schedule 'B' attached to and forming part of this bylaw is substituted therefore.
4. This bylaw may be cited as the "Northern Community Sewer Service Area Development Cost Charges Amendment Bylaw No. 1442.01, 2007".

Introduced and read three times this 24th day of July, 2007.

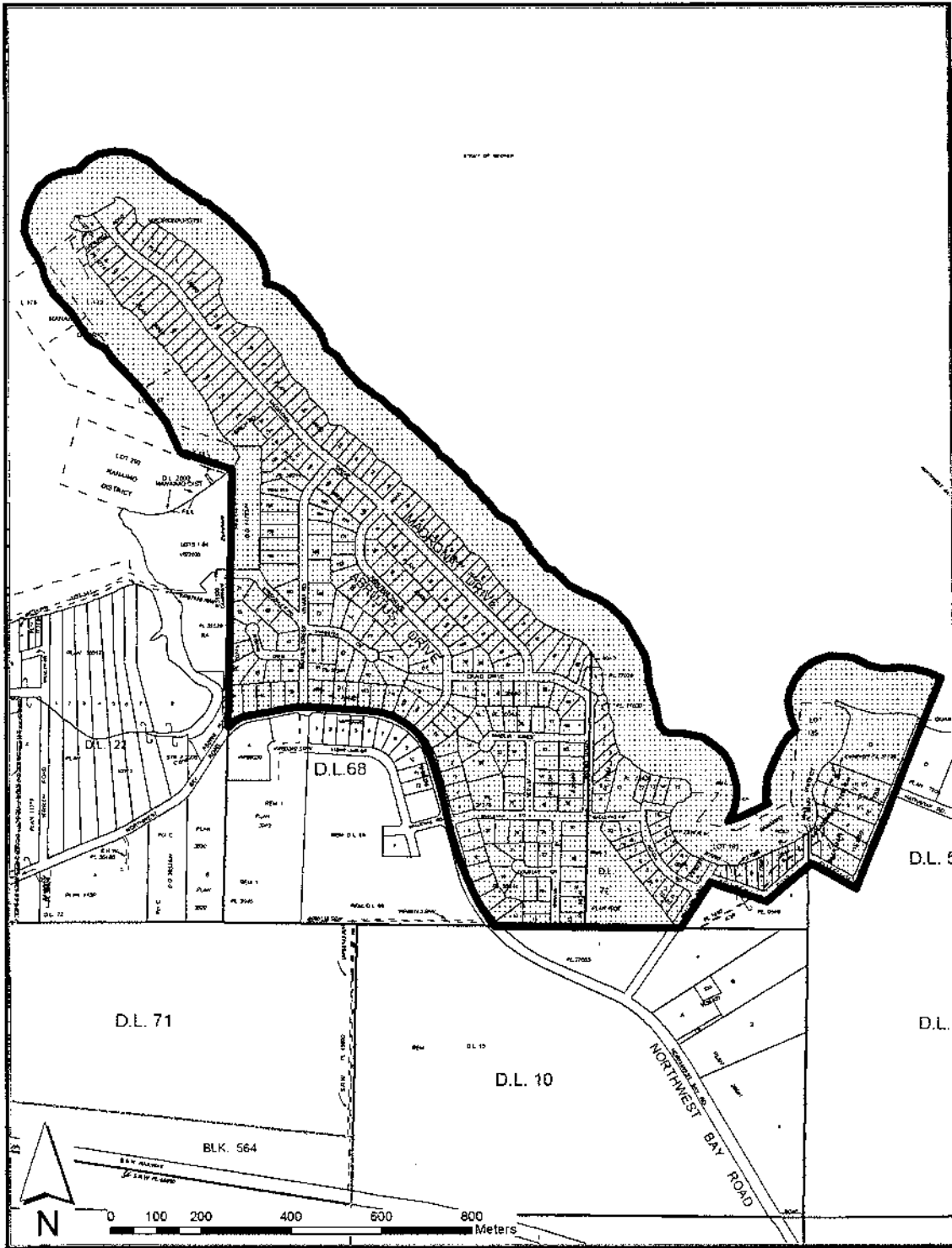
Received the approval of the Inspector of Municipalities this _____ day of _____, 2007.

Adopted this _____ day of _____, 2007.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Schedule 'C' to accompany "Northern Community
Sewer Service Area Development Cost Charges
Amendment Bylaw No. 1442.01, 2007"



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1443.01

**A BYLAW TO AMEND THE BOUNDARIES FOR THE
IMPOSITION OF FAIRWINDS (NANOOSE) WASTEWATER
TREATMENT DEVELOPMENT COST CHARGES**

WHEREAS the Regional District of Nanaimo has adopted "Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Bylaw No. 1443, 2005";

AND WHEREAS the Board wishes to amend the boundaries within which development cost charges shall be imposed;

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

1. "Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Bylaw No. 1443, 2005" is hereby amended by:

Adding the properties outlined on Schedule 'C' attached to and forming a part of this bylaw.

2. Schedule 'B' to Bylaw 1443 is hereby repealed and Schedule 'B' attached to and forming part of this bylaw is substituted therefore.
3. This bylaw may be cited as the "Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Amendment Bylaw No. 1443.01, 2007".

Introduced and read three times this 24th day of July, 2007.

Received the approval of the Inspector of Municipalities this ____ day of _____, 2007.

Adopted this ____ day of _____, 2007.

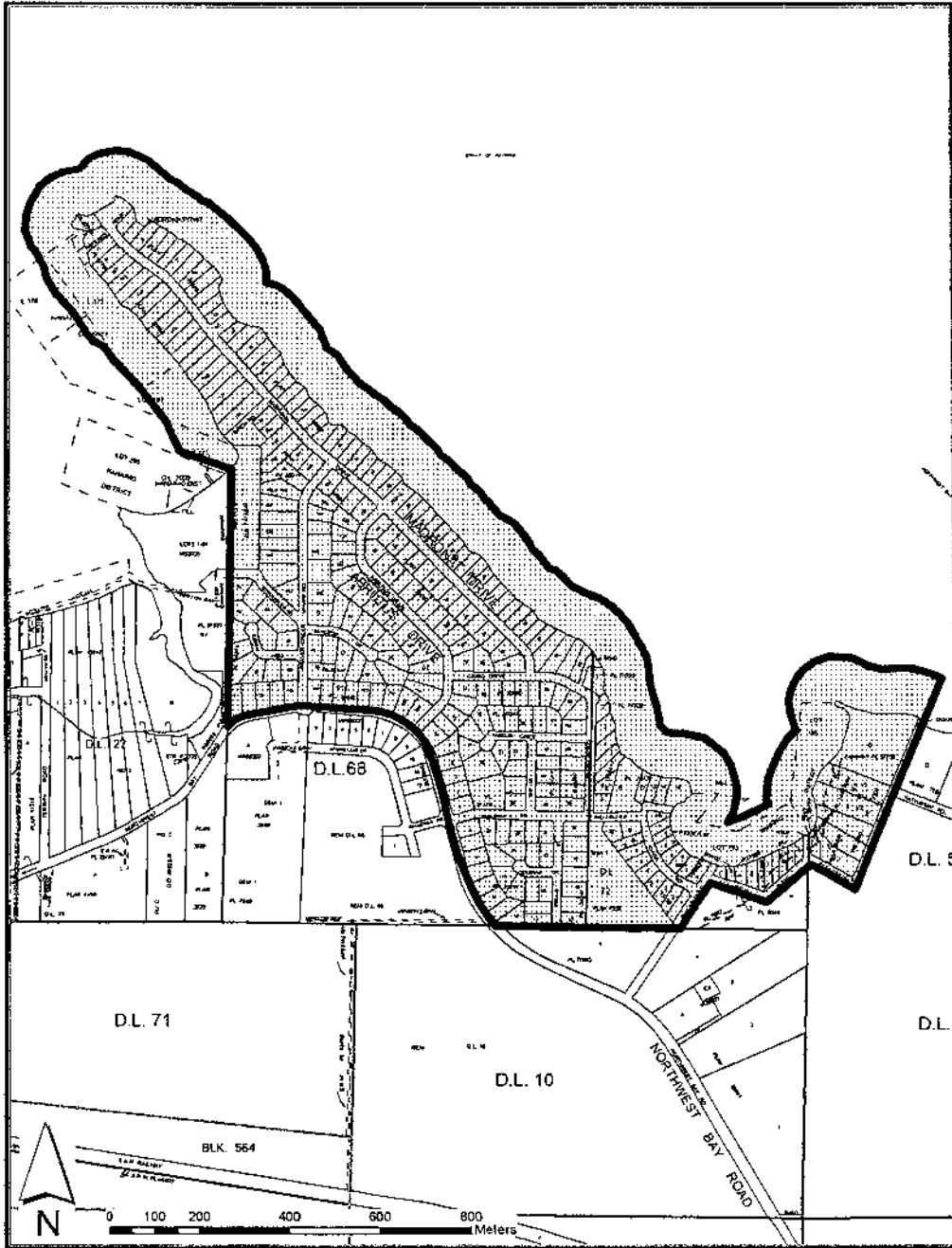
CHAIRPERSON

SR, MGR. CORPORATE ADMINISTRATION

Schedule 'C' to accompany "Fairwinds (Nanoose)
Wastewater Treatment Development Cost Charges
Amendment Bylaw No. 1443.01, 2007"

Chairperson

Sr. Mgr., Corporate Administration





MEMORANDUM

RDN	
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GMES	GMTS
JUL - 5 2007	
SMCA	
CHAIR	BOARD

TO: Paul Thorkelsson
General Manager, Development Services

DATE: July 4, 2007

FROM: Tom Armet
Bylaw Enforcement Officer

FILE: 2320 20 2007

SUBJECT: Animal Control Contracts – Districts 68 and 69

PURPOSE

To consider renewal of the terms of agreement with the Nanaimo Animal Shelter and District 69 SPCA to provide animal control services for the Regional District of Nanaimo (RDN).

BACKGROUND

The Regional District of Nanaimo regulates control of dogs in all Electoral Areas and the District of Lantzville. Animal control service has been contracted to Nanaimo Animal Shelter for District 68 and the Parksville/Qualicum SPCA for District 69 consistently since 1995. Electoral Area F has participated in the 'vicious dog only' portion of the service while the balance of District 69 (Areas E, G, and H) have full animal control, including licensing. The Nanaimo Animal Shelter has been providing partial animal control (vicious dog and confined stray dog impounding) services for Electoral Areas A, B, and C (previously included Area D before amalgamation).

The Regional District also provides contract service to the District of Lantzville as part of the master contract for Electoral Areas A, B, and C with service levels apportioned according to contribution rate. The contract with the District of Lantzville was completed earlier this year.

Animal control is a rather complex function requiring specialized equipment, internal systems, personnel training, and an impound facility. There are very few contractors in the area with the expertise, facilities, and proper zoning to bid on the work. Our current contractors have performed the service since 1995 with a high degree of efficiency. Dog licenses are sold by the SPCA and by "The Beacon", a satellite retailer in Area H. In 2006 dog license revenue amounted to \$7576, which is used to reduce requisition costs for the service in Areas E, G, and H.

ALTERNATIVES

1. To authorize new three-year animal control service contracts with an increase of 2 percent per year, engaging the services of the Parksville-Qualicum SPCA and Nanaimo Animal Shelter Ltd. for the term March 1, 2007, to February 28, 2010.
2. To direct staff to prepare a Request for Proposal and place the animal control contracts out to public tender.

FINANCIAL IMPLICATIONS

The SPCA and Nanaimo Animal Shelter have provided animal control services since 1995 with marginal increases in the contracts. In discussions with staff, both contractors have agreed to extend the current

agreements for another three years with a 2 percent per annum inflationary increase for the duration of the contracts as follows:

Nanaimo Animal Shelter:

\$46,229.04 (2007-2008), \$47,153.64 (2008-2009), and \$48,096.72 (2009-2010), plus GST

Parksville-Qualicum SPCA:

\$75,986.64 (2007-2008), \$77,506.44 (2008-2009), and \$79,056.48 (2009-2010), plus GST

The alternative of a public tender at this time for the respective contracts would have impact on the established budgets. In addition, a review of the market place indicates that there are no other viable contractors for this work.

SERVICE LEVEL IMPLICATIONS

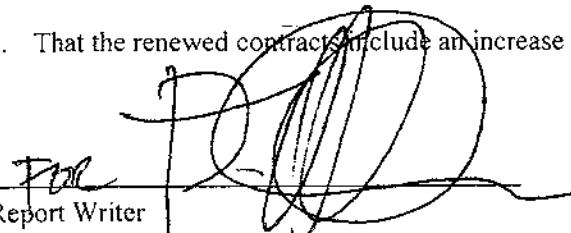
The service statistics for each contractor are reviewed regularly by staff, and the service demands have not increased substantially since the last contract renewal in 2004. Both contractors indicate they are able to provide the same level of service with inflationary increases built into the contracts. The owner of the Nanaimo Animal Shelter has indicated that he may sell the business at the end of the new contract term but anticipates the business will continue to operate under different ownership.

SUMMARY/CONCLUSIONS

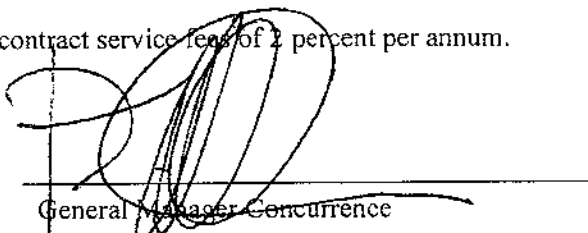
The level and delivery of animal control services by the Parksville-Qualicum SPCA and the Nanaimo Animal Shelter Ltd. has been an excellent value to the Regional District. Very few complaints have been received in relation to contractor performance, and staff recommends that the Board endorse renewal of the contracts under the current terms.


RECOMMENDATION

1. That the contracts for animal control services with the Parksville-Qualicum SPCA and the Nanaimo Animal Shelter Ltd. be renewed for the term of March 1, 2007, to February 28, 2010.
2. That the renewed contracts include an increase in contract service fees of 2 percent per annum.


Report Writer

Manager Concurrence


General Manager Concurrence



CAO Concurrence

COMMENTS:

devsvs/reports/2007/ju Animal Control Renewal Contracts Districts 68 & 69 (2007) Cow Report



RDN			
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CHAIR		BOARD	
<i>July 2007</i>			

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: July 3, 2007

FROM: Jeff Ainge
Zero Waste Coordinator

FILE: 5360-00

SUBJECT: Solid Waste Management Regulation Bylaw 1428.02 – MSW Fee Increase

PURPOSE

To introduce for three readings and adoption Bylaw No. 1428.02, a bylaw to amend Solid Waste Management Regulation Bylaw No. 1428 to reflect the increase in disposal fees for municipal solid waste (MSW).

BACKGROUND

At the June 12, 2007 Committee of the Whole meeting, staff presented a report and proposed a new bylaw (Bylaw 1531) which would alter tipping fees for a variety of materials, including MSW, received at the Regional District’s solid waste facilities.

At the regular Board meeting of June 26, 2007, the Board referred the report and proposed Bylaw 1531 back to staff for review and clarification. A timing issue had been identified with the proposed disposal fee communication strategy, and a delegation at the June 26 Board meeting raised concerns about the tipping fee increase and bylaw amendments associated with yard waste and construction/demolition waste.

The approved 2007 annual budget for the Regional District’s solid waste management facilities reflects a tipping fee increase from \$95.00 to \$100.00 per tonne of MSW with an increase in the flat fee for the first 100kg from \$4.00 to \$5.00. The attached Solid Waste Management Regulation Bylaw 1428.02 has been prepared to reflect this tipping fee increase and to accommodate the budgetary requirements. It does not amend any other fee or category of waste received at the facilities at this time.

ALTERNATIVES

1. Adopt an amended Solid Waste Management Regulation Bylaw No. 1428.02 to reflect the increase in disposal fees for municipal solid waste.
2. Do not adopt an amended Solid Waste Management Regulation Bylaw No. 1428.02, and provide alternative direction to staff.

FINANCIAL IMPLICATIONS

RDN solid waste disposal facilities are financed primarily through user fees. The tipping fees for disposing of municipal solid waste, or any other material accepted, should be adequate to cover the full costs associated with managing the material. Full costs include day-to-day operations and maintenance of disposal facilities, on-going environmental protection and monitoring programs, and future expansion and remediation costs.

Under Alternative 1, tipping fees have been increased to cover the operating costs of the facilities and contribute to reserves for funding for the Solid Waste Capital Plan.

Under Alternative 2, the operations at the landfill will receive insufficient revenue to recover costs. By deferring the MSW tipping fee increase, approximately \$15-20,000 per month less in revenues will be received.

Without sufficient user fee revenues to support operational and capital expenses, some level of tax requisition revenue would be required.

CITIZENS/PUBLIC RELATIONS IMPLICATIONS

Commercial haulers were advised in December 2006 that the 2007 annual budget proposed an increase in tipping fees from \$95 to \$100 per tonne. This also means that the flat rate charge for the first 100 kg of garbage will increase from \$4.00 to \$5.00. A further letter was sent to commercial haulers in June 2007 advising of the proposed increase and outlining a number of other changes to fees and materials accepted that would take effect July 1st, pending Board approval.

Board approval has not yet been given for the new fee structure, other than for disposal of drywall which was increased to reflect new market pricing for recycling of the material.

Staff have further advised commercial haulers in a letter dated June 28, 2007 that the Board will be considering a fee increase for MSW at the July Committee of the Whole and Regular Board meetings with a recommendation to implement a fee increase effective August 1, 2007. A communications package has been prepared to advise users of the facilities of the intended rate increase. Staff propose to post notice after the Committee of the Whole meeting that, subject to Board approval, MSW disposal rates will increase on August 1, 2007.

SUMMARY/CONCLUSIONS

The approved 2007 annual budget for the Regional District solid waste facilities reflects a tipping fee increase from \$95.00 to \$100.00 per tonne of municipal solid waste (regular garbage), along with an increase in the flat fee for the first 100kg from \$4.00 to \$5.00. The attached Solid Waste Management Regulation Bylaw 1428.02 has been prepared to reflect this approved MSW tipping fee increase. It does not amend any other fee or category of waste received at the facilities at this time.

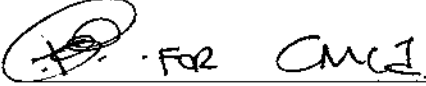
Staff propose to report to the Board in the Fall on a number of other issues pertinent to reviewing the fee structure and materials accepted at the facilities. Bylaw 1531 will be reintroduced at that time and the matters raised by the delegation at the June 26 Board meeting will be addressed.

RECOMMENDATION

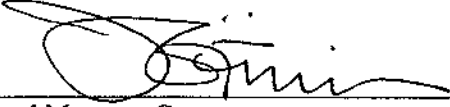
1. **That** "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1428.02, 2007" be introduced and read three times.
2. **That** "Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1428.02, 2007" having received three readings be adopted.



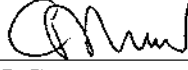
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1428.02

**A BYLAW TO AMEND REGIONAL DISTRICT
OF NANAIMO SOLID WASTE MANAGEMENT
REGULATION BYLAW NO. 1428**

WHEREAS the “Regional District of Nanaimo Solid Waste Management Regulation Bylaw No. 1428, 2005” provided for the regulation of Solid Waste Management Facilities within the Regional District of Nanaimo;

AND WHEREAS the Board wishes to amend the rates established by Bylaw No. 1428;

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

1. Schedule ‘A’ of Bylaw No. 1428 is hereby repealed and replaced with Schedule ‘A’ attached to this bylaw.
2. This bylaw may be cited as “Regional District of Nanaimo Solid Waste Management Regulation Amendment Bylaw No. 1428.02, 2007”.

Introduced and read three times this 24th day of July, 2007.

Adopted this 24th day of July, 2007.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Chairperson

Sr. Mgr., Corporate Administration

Schedule 'A'

Charges and Procedures for use of Solid Waste Management Facilities effective August 1, 2007

1. Solid Waste, excluding Controlled Waste

a)	0 – 100 kg	\$	5.00 flat rate
b)	101 kg or greater – first 100 kg charged \$5.00 and remainder charges	\$	100.00/tonne
c)	101 kg or greater containing gypsum or recyclable cardboard or paper or metal or tires	\$	200.00/tonne
d)	Compactor bins delivered to the Cedar Road Solid Waste Management Facility from School District No. 69	\$	85.50/tonne
e)	Weighing service	\$	10.00 each
f)	Improperly covered or secured load		Double Charge

2. Controlled Waste

a)	Asbestos, dry or slurry	\$	190.00/tonne
b)	Large dead animals	\$	190.00/tonne
c)	Steel cables	\$	500.00/tonne
d)	Construction/Demolition waste		
	(i) 0-100 kg	\$	4.00 flat rate
	(ii) 101 kg or greater – first 100 kg charged \$4.00 and remainder charged:	\$	190.00/tonne
	(iii) 101 kg or greater containing gypsum or recyclable cardboard or paper or metal or tires	\$	380.00/tonne
e)	Contaminated soil	\$	95.00/tonne

- | | | | |
|--|--|----|----------------|
| 3. | Gypsum at Church Road Transfer Station | \$ | 210.00/tonne |
| 4. Recyclable Material | | | |
| a) Garden waste: | | | |
| | (i) 0 – 200 kg | \$ | 4.00 flat rate |
| | (ii) 201 kg or greater – first 200 kg charged
\$4.00 and remainder charged: | \$ | 45.00/tonne |
| b) Scrap Metal (including appliances): | | | |
| | (i) 0 - 500 kg
(including maximum of 4 appliances) | \$ | 2.00 flat rate |
| | (ii) 501 kg or greater – the first 500 kg
charged \$2.00 and remainder charged: | \$ | 45.00/tonne |
| | c) Newspaper, glass and metal food and
beverage containers | \$ | 2.00 flat rate |
| d) Tires: | | | |
| | (i) Up to 25” or 65 cm in diameter
- Up to 4 tires | \$ | 2.00 flat rate |
| | - Greater than 4 tires | \$ | 150.00/tonne |
| | (ii) Larger than 25” or 65 cm in diameter | \$ | 500.00/tonne |
| e) Corrugated cardboard | | | |
| | (i) Less than 50 kg | \$ | 2.00 flat rate |
5. Loads containing Prohibited Waste will be charged at the rates above plus all costs associated with any special handling or removal of the Prohibited Waste.
6. In the event that the scales provided are not operational, weight shall be estimated by the Scale Clerk employed by the Regional District of Nanaimo.
7. All charges payable under this bylaw shall be paid prior to leaving the site.
8. Where the charge is based on weight, it shall be based on the difference in weight between loaded weight and the empty weight of the vehicle.



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CHAIR	BOARD
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MEMORANDUM

TO: Mike Donnelly, ASCT
Manager of Utilities

DATE: June 21, 2007

FROM: Deb Churko, ASCT
Engineering Technologist

FILE: 5500-20-FC-01

SUBJECT: Inclusion of Property into the French Creek and Northern Community Sewer Local Service Areas (864 Reid Road), Electoral Area G

PURPOSE

To consider a request to include Lot 7, DL 29, Nanoose Land District, Plan 13406 (864 Reid Road), into the French Creek Sewer and Northern Community Sewer Local Service Areas (see attached plan).

BACKGROUND

The owners of 864 Reid Road (Jamie and Val Kealy) have petitioned the RDN to be included in the French Creek and Northern Community Sewer Local Service Areas (LSAs). The owners have indicated that the location of their on-site septic disposal field prohibits the expansion of the small house on their property. Relocation of the existing septic field would be expensive, and the owners wish to connect the property to community sewers. The subject property is located adjacent to the sewer service area boundary. A sewer main and sewer stub are present on Reid Road in front of the subject property thereby making a connection to the local service area possible.

The Northern Community Sewer Service Area Bylaw No. 889, 1993 requires amendment as well as the French Creek Sewer Local Service Area Bylaw No. 813, 1990, in order to expand the sewer service area to include this property. Both bylaw amendments are addressed in this report.

ALTERNATIVES

1. Do not accept the application from 864 Reid Road. The owner will continue with existing on-site septic field disposal.
2. Accept the application from 864 Reid Road, and include the property in the French Creek and Northern Community Sewer Local Service Areas.

FINANCIAL IMPLICATIONS

If the application for 864 Reid Road is accepted for inclusion into the French Creek Sewer LSA, all costs associated with the connection to community sewers would be at the expense of the applicant. The applicant will pay two Capital Charges when being brought into the sewer local service area. A Capital Charge of \$608 is payable pursuant to Bylaw No. 1330 for the French Creek Sewer Local Service Area (sewage collection), and a Capital Charge of \$1,743 is payable pursuant to Bylaw No. 1331 for the Northern Community Sewer Local Service Area (sewage treatment). If the applications are not approved, there are no financial implications to the RDN.

DEVELOPMENT IMPLICATIONS

The subject property is located within the Urban Containment Boundary of the Regional Growth Strategy (RGS), and is located within the engineered sewer catchment area for the French Creek Pollution Control Centre. The property is zoned Residential RS1-Q pursuant to *Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987*. The "Q" subdivision district provides a minimum parcel size of 700 m² when the property is serviced with community sewer. The subject property is 1,821 m² in size, therefore subdivision of the property into 2 lots may be possible.

The owners of 864 Reid Road have indicated that no subdivision of their land is being considered at this time, and have agreed to register a restrictive covenant on the Land Title indicating that no further subdivision of their property will take place until Capital Charges are paid on the second (future) lot. There are no development implications if the application is not approved.

INTERDEPARTMENTAL IMPLICATIONS

The subject property is located within the "Urban Area" of the *French Creek Official Community Plan (OCP) Bylaw No. 1115, 1998*. The long-term strategy for the French Creek Plan Area is to have all urban areas fully serviced by community sewer. The French Creek OCP recognizes that sewer system expansions may be required in order to avoid potential future problem areas from on-site sewage disposal systems. The Development Services Department has no objections to this application for sewer system expansion.


SUMMARY/CONCLUSIONS

Petitions have been received from the owners of 864 Reid Road to amend the boundaries of the French Creek and Northern Community Sewer LSAs. The subject property is located within the Urban Containment Boundary, and within the engineered sewer catchment area for the French Creek Pollution Control Centre. The French Creek OCP supports the connection of urban properties to community sewer. All costs associated with the connection of Reid Road would be at the expense of the applicant.

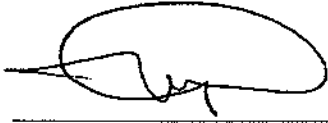
Subdivision of the subject property into 2 lots may be possible. The owners of 864 Reid Road have agreed to register a restrictive covenant on the Land Title indicating that no further subdivision of their property will take place until Capital Charges are paid on the second (future) lot.

RECOMMENDATIONS

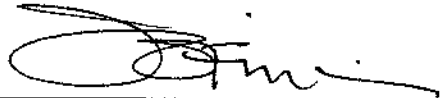
1. That "French Creek Sewer Local Service Area Amendment Bylaw No. 813.41, 2007" be introduced and read three times.
2. That "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.47, 2007" be introduced and read three times.




Report Writer



Manager Concurrence



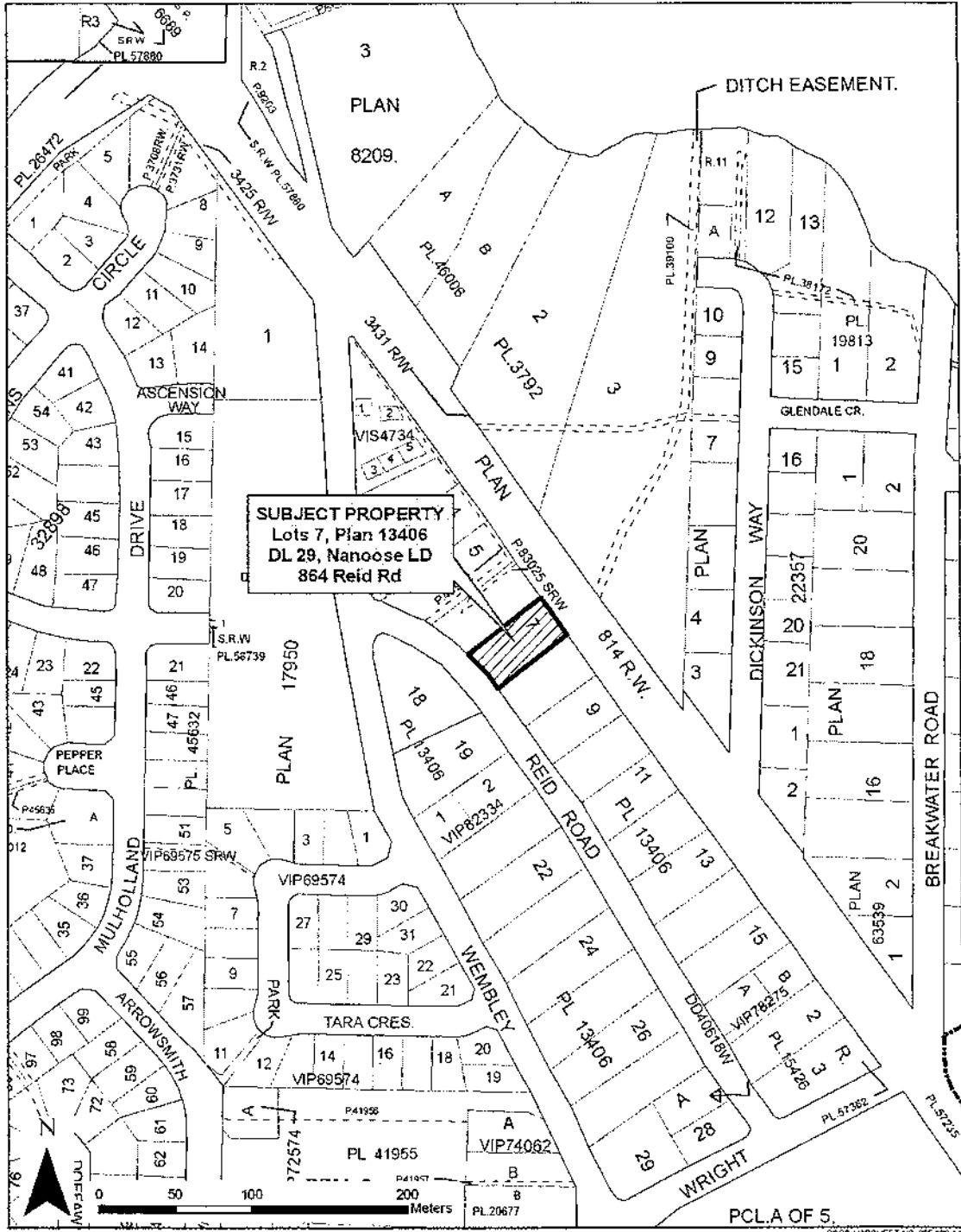
General Manager Concurrence



CAO Concurrence

COMMENTS:

Figure 1 - Site location Plan



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 813.41

**A BYLAW TO AMEND THE FRENCH CREEK
SEWERAGE FACILITIES LOCAL SERVICE AREA
ESTABLISHMENT BYLAW NO. 813**

WHEREAS “French Creek Sewerage Facilities Local Service Establishment Bylaw No. 813, 1990”; as amended, establishes the French Creek Sewerage Facilities Local Service Area;

AND WHEREAS the Board has been petitioned to expand the local service area to include the properties legally described as:

- Lot 7, District Lot 29, Nanoose Land District, Plan 13406

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

1. The boundaries of the French Creek Sewerage Facilities Local Service Area, established by Bylaw No. 813, as amended, are hereby further amended to include the properties shown outlined on Schedule ‘B-1’ attached hereto and forming part of this bylaw.
2. The amended boundary of the French Creek Sewerage Facilities Local Service Area shall be as shown outlined on Schedule ‘A’ attached hereto and forming part of this bylaw.
3. Schedule ‘A’ attached to and forming a part of “French Creek Sewerage Facilities Local Service Area Establishment Bylaw No. 813, 1990” is hereby deleted and replaced with Schedule ‘A’ attached to and forming part of this bylaw.
4. This bylaw may be cited as “French Creek Sewerage Facilities Local Service Area Amendment Bylaw No. 813.41, 2007”.

Introduced and read three times this 24th day of July, 2007.

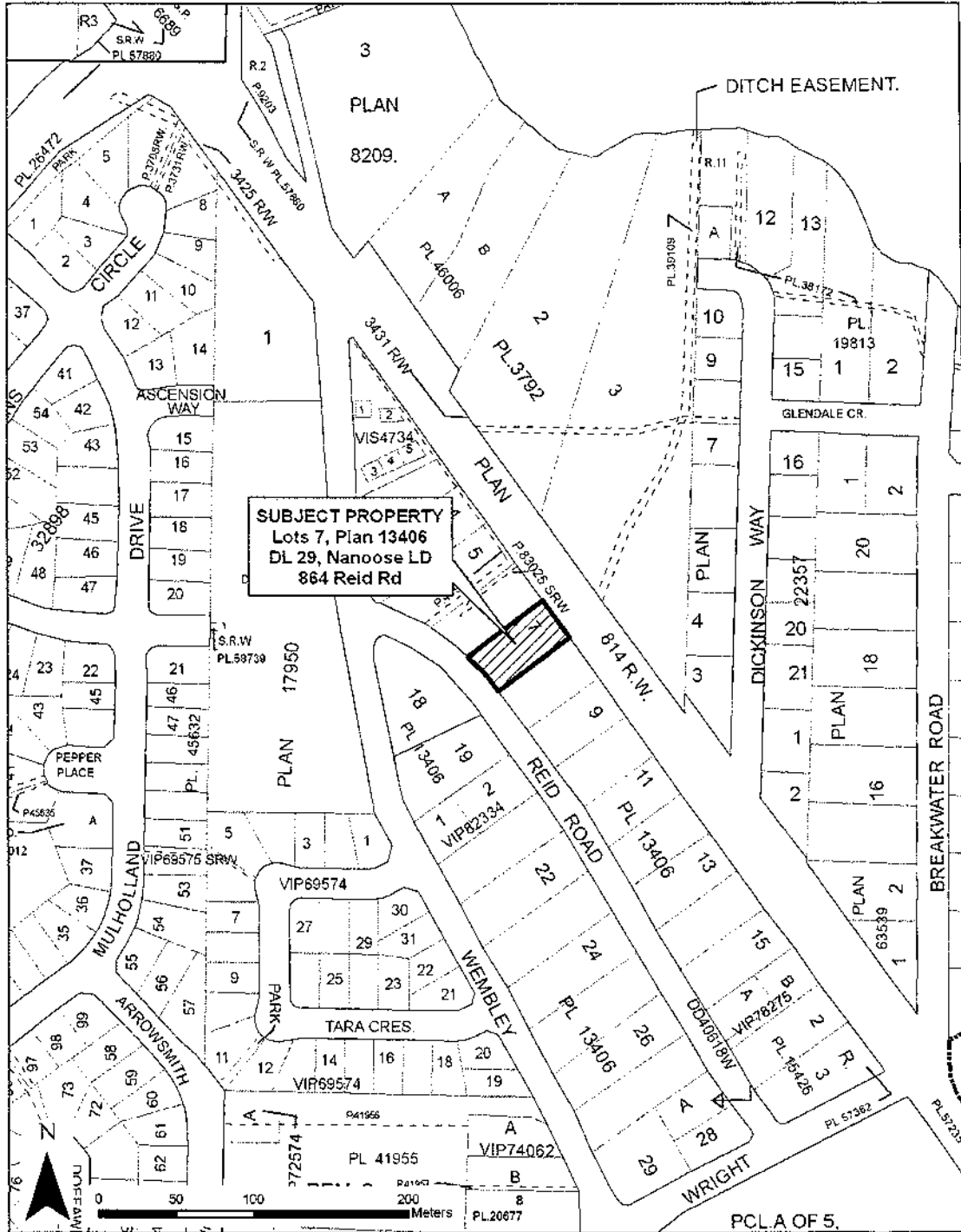
Adopted this ____ day of _____, 2007.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Chairperson

Sr. Mgr., Corporate Administration



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.47

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

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

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

Lot 7, District Lot 29, Nanoose Land District, Plan 13406;

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

Lot 7, District Lot 29, Nanoose Land District, Plan 13406;

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

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

1. This bylaw may be cited as "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.47, 2007".
2. Schedules 'C' and 'D' attached to and forming a part of Bylaw No. 889 are hereby deleted and replaced with Schedules 'C' and 'D' attached to and forming part of this bylaw.

Introduced and read three times this 24th day of July, 2007.

Adopted this ____ day of _____, 2007.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



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MEMORANDUM

TO: John Finnie
General Manager of Environmental Services

DATE: June 28, 2007

FROM: Mike Donnelly
Manager of Utilities

FILE: 5500-22-NBP-01

SUBJECT: Nanoose Bay Peninsula Water Service Area
Release of Reserve Funds – Well Drilling Program

PURPOSE

To recommend the release of funds from the Nanoose Bay Peninsula Water Service Area (NBPWSA) reserve for the purpose of constructing a test well.

BACKGROUND

The Utilities Department is initiating a Water Source Assessment for Electoral Area E in 2007 which will explore possible ground and surface water sources. This work is being carried out as preparatory work for an anticipated well drilling program and possible future surface supply development.

Preliminary work has been carried out in preparation for this project including site visits and a review of existing reports and historical records. This initial assessment suggests the likelihood of a groundwater source on the RDN property located at Claudet Road and Northwest Bay Road.

Based on this assessment staff are recommending that a test well be constructed at this site in 2007 prior to the full Water Source Assessment project. This recommendation is being made for the following reasons.

i) Probability of Water

The RDN has three wells in the general area at this time. All three wells provide good quality water at consistent production rates that appear to be sustainable.

ii) Preliminary Assessment is Positive

A review of the geology and hydrology for the area supports the possibility of a reliable water source in the area.

iii) Location

The location for this test well is RDN property. This property has been considered as a possible park land location in the past. The location of the proposed well would be outside of the area required for park activities if it were to be developed in the future.

This location is also adjacent to both the existing NBPWSA water main network and the Nanoose Bulk water main, thereby providing convenient supply options.

This test well would be constructed and rated under the proposed program. Information from this test well would be assessed and a determination made to either develop the well further as a community well or, if volumes were not adequate, continue to use the well as a monitoring well site to assist in the long term management of the aquifer.

ALTERNATIVES

1. To approve the release of up to \$23,000 from the Nanoose Bay Peninsula Water Service Area reserve fund for the construction of a test water supply well on RDN property at Claudet Road and Nanoose Bay Road.
2. Do not approve the release of reserve funds.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The estimated cost for the construction of the well is \$22,290. The available reserve funds total \$23,000.

A Ministry of Community Services planning grant will be pursued if the project meets the grant application criteria.

CONCLUSIONS

It is recommended, based on information available at this time that a test well be constructed at Claudet Road and North West Bay Road.

This site has been chosen ahead of the upcoming Water Source Assessment as there is a high probability of water based on known production from adjacent RDN wells, it is ranked well with respect to hydrological and geological conditions and the property is owned by the RDN.

RECOMMENDATION

To approve the release of up to \$23,000 from the Nanoose Bay Peninsula Waster Service Area reserve fund for the construction of a test water supply well on RDN property at Claudet Road and Northwest Bay Road.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:



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JUL - 5 2007	
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CHAIR	BOARD

MEMORANDUM

TO: John Finnie
General Manager of Environmental Services

DATE: June 29, 2007

FROM: Mike Donnelly
Manager of Utilities

FILE: 5500-20-FW-01

SUBJECT: Request for Sewer Servicing - 3312 Dolphin Drive, Nanoose Bay
Lot 1, District Lot 78, Nanoose Land District, Plan VIP29869 (Leger)

PURPOSE

To present the Board with a sanitary sewer servicing request from the owners of 3312 Dolphin Drive, Nanoose Bay.

BACKGROUND

The property owners of 3312 Dolphin Drive have requested that their property be included in the Fairwinds Sanitary Sewer service area and that the property be serviced through adjacent park land to Highland Road (see attached plan). The owner has not indicated the reasons for the inclusion and there has been no evidence of a septic field failure.

Staff have reviewed the request and have not proceeded with the petitioning process to date as there are issues with the requested method of servicing. The property owner is aware of staff concerns about a service connection through the park to Highland Road but still wishes consideration of his request.

The requested location of a sanitary sewer service is not consistent with the sewer servicing plans for this area. Future sanitary sewer servicing for this property would be provided on Dolphin Drive however the sanitary sewer main has not been constructed and a schedule to extend the main has not been established at this time. Servicing via Dolphin drive is not a near term option. Removing this property from the planned sewer expansion area along Dolphin Drive would result in an increased cost to the remaining properties paying for the sewer expansion once it is approved.

The proposed service location is through park land which has been designated as a green belt. The installation of a sewer service and provision of a Right of Way through the park would implicate the land and potentially affect its use. Due to elevation differences, service to Highland Road would require the installation of a pump station. In addition, should the approval for the service be granted there could be pressure from adjacent properties (three or more) to also proceed with servicing through the park.

The property adjacent to the subject property (Lot 2, Plan 29869) was granted sewer servicing a number of years ago contrary to the sanitary sewer servicing for Dolphin Drive. Servicing in that instance was through the park.

ALTERNATIVES

1. Support sanitary sewer servicing to 3312 Dolphin Drive through the community park to Highland Road and instruct staff to refer the request to the Parks & Open Space Advisory Committee for comment and to initiate the petitioning process for the inclusion of this property into the Fairwinds Sanitary Sewer Service Area.
2. Do not approve sanitary sewer servicing by connection to Highland Road and defer the request until servicing can be achieved as part of the Dolphin Drive sewer service expansion.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications to the RDN associated with the approval of Alternative 1. However, if Alternative 1 is supported, there could be increased future costs to other property owners along Dolphin Drive when sanitary sewer is installed in accordance with the servicing plan, i.e. along Dolphin Drive, due to loss of the applicant's contribution to the common infrastructure.

If Alternative 1 is supported, it is recommended that the request for servicing through the park be referred to the Parks & Open Space Advisory Committee for comment due to the potential precedent this alternative may establish for adjoining properties seeking similar privilege.

If Alternative 2 is approved, there are no financial implications for the RDN. The property owner could request a service connection to Dolphin Drive in accordance with the servicing strategy for the area. The property owner would be required to pay for the sanitary sewer line extension along Dolphin Drive to connect his property. This alternative would be more expensive than connecting to Highland Road unless the adjacent properties agreed to share in the cost if extending the sewer main.

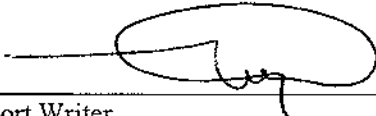
CONCLUSIONS

The sanitary sewer servicing request from the owners of 3312 Dolphin Drive in Nanoose is inconsistent with the future servicing strategy for that area. In addition, the proposed routing of the service line would cross and therefore affect the existing community park land and set potential precedent for servicing adjacent properties.

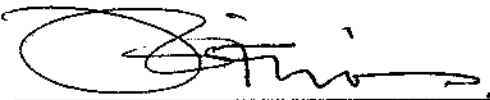
Therefore staff recommend that the sanitary sewer servicing proposal for 3312 Dolphin Drive be denied and that the property owner be advised that connection for his property must be in accordance with the proposed Dolphin Drive sewer servicing plan.

RECOMMENDATION


That sanitary sewer servicing to 3312 Dolphin Drive through park land to an existing sanitary sewer main on Highland Road be denied and the property owner be advised that sewer connection for his property must be in accordance with the proposed Dolphin Drive sewer servicing plan.



Report Writer

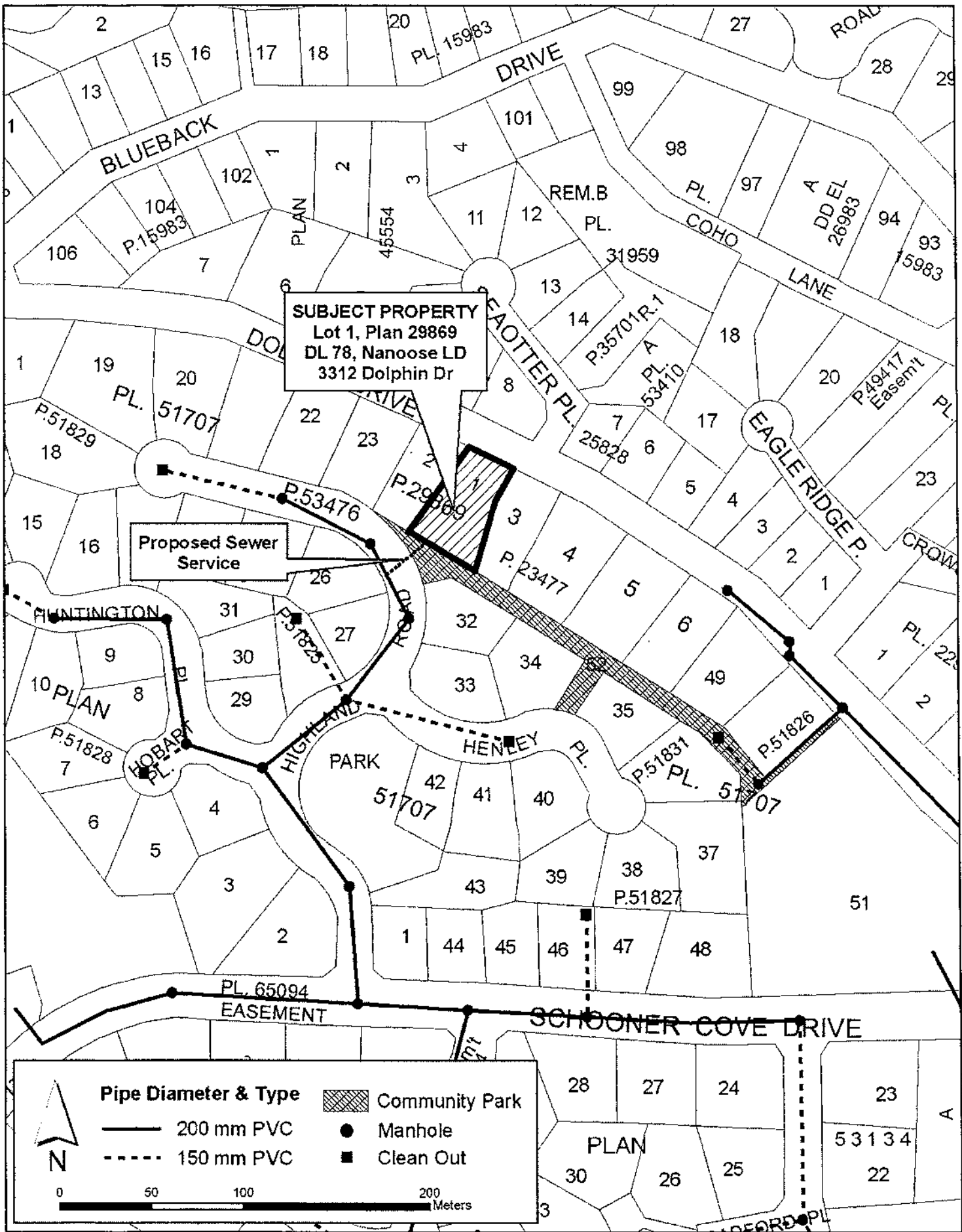


General Manager Concurrence



C.A.O. Concurrence

COMMENTS:





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MEMORANDUM

TO: John Finnie
General Manager of Environmental Services

DATE: June 28, 2007

FROM: Mike Donnelly
Manager of Utilities

FILE: 5225-01

SUBJECT: Storm Water – Rainwater Management Practices Review

PURPOSE

To present the Board with a proposed approach to determining the RDN’s role in Storm Water – Rainwater management.

BACKGROUND

Within the regional district electoral areas the management of storm water - rainwater (for the purposes of this report we will use the term “rainwater”) has traditionally meant the management of precipitation runoff as it relates to roads, associated ditching and to the impacts on properties as part of the development process.

Historically the impacts associated with rainwater have been of a broad nature with implications to the road drainage pattern being one of the primary concerns. Larger lots in the rural areas tended to be less likely to generate on-site or downstream issues as the development footprint was small. In areas outside of the towns and cities the Ministry of Transportation has taken the lead role in the management of rainwater impacts as they have the approval function for subdivision and they manage the road network and associated drainage.

As the pace of development increases, the densification of some rural areas to a level normally associated with an urban setting is also increasing. The need to provide enhanced management of rainwater becomes much more important. With denser development there is a higher proportion of impermeable surface area. This greater lot coverage results in more rainwater runoff which increases in not only in volume but also in velocity as the water is collected and conveyed via piping or ditching. This can result in a reduced ground water recharge of the aquifers, a reduction in available moisture for flora and fauna and resultant localized temperature fluctuations. These issues are inter-related with drinking water and watershed protection which are currently being discussed in the Drinking Water and Watershed Stewardship Committee.

The mandate of the Ministry of Transportation with respect to rainwater management is to manage that portion of the water that is collected along their road ways. It is their responsibility to collect that water and to remove it from their rights of way as quickly and efficiently as possible to protect the integrity of the road system. While this approach has worked well for many years, it is becoming problematic as we see increased density and development.

Continuing with the status quo approach to rainwater management will eventually lead to negative outcomes with respect to land development and environmental sustainability. To determine possible approaches and to identify opportunities in this area for RDN, it is recommended that a preliminary review of practices in other jurisdictions be carried out.

This preliminary review would identify outcomes in other jurisdictions including;

- Rainwater management alternatives to improve the environmental outcomes of developments.
- Changes to regulatory mechanisms including zoning and building bylaws.
- Best practices in terms of on-site rainwater management.
- Threats and opportunities associated with the management of rainwater.
- Changes in levels of responsibility and or authority between local and Provincial entities.
- Impacts on staff and funding associated with the incorporation of rainwater management activity.

The information gathered as part of this exercise would then be used to assist in determining approaches to rainwater management.

ALTERNATIVES

1. Approve funding up to \$20,000 from the Community Works Fund for the Rainwater Management Practices Review.
2. Do not approve funds for this project.
3. Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

Estimated costs for this project are \$20,000 which would utilize funds from the Community Works Fund. There are sufficient funds in the Community Works Fund for this project.

Changes to the status quo in rainwater management in the region are necessary if the region is to move towards improved land use and improved environmental sustainability.

CONCLUSIONS

With increased growth in the region the management of rainwater as it pertains to land development and environmental sustainability is becoming more important. To identify what is being done in other jurisdictions and what can be done on the regional level to improve the management of rainwater it is recommended that a Rainwater Management Practices Review be undertaken. Funds from the Community Works Fund would be utilized for consulting services support to complete the review.

RECOMMENDATION

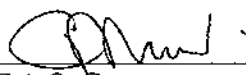
To approve funding up to \$20,000 from the Community Works Fund for the Rainwater Management Practices Review.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
MONDAY, JUNE 4, 2007
7:00PM**

Attendance: George Holme (Area E Director)
Gabrielle Cartlidge
Frank Van Eynde
Kiwi Stanners
Anette Thingsted
Stephen Watson

Staff: Wendy Marshall, Manager of Parks Services

Regrets: Floyd Harry

CALL TO ORDER

The meeting was called to order at 7:00 pm by K. Stanners.

DELEGATIONS

MOVED F. Van Eynde, SECONDED S. Watson, that the presentation by Ms. Marianne Wade regarding the Fairwinds Development Parkland Study be received.

CARRIED

MINUTES

MOVED G. Cartlidge, SECONDED S. Watson, that the Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee held April 2, 2007, be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Ms. W. Marshall will provide beach access location information and the Trans Canada Trail map at the next committee meeting.

BUSINESS ARISING FROM DELEGATIONS

Ms. Marianne Wade and Mr. Thomas Roy, of Cascadia Biological Services, provided an update to the Committee on work done since December 4, 2006 to date. The consultants met with the Fairwinds Investors to present the preliminary report on park and trail options for Fairwinds Development Parkland Study. Ms. Wade and Mr. Thomas displayed a Possibilities/Constraints Map, which identified environmentally sensitive areas, steep slopes, riparian setbacks, wildlife trees, red and blue-listed species and eagle tree sites in the proposed development area along with a proposed trail system plan map.

MOVED G. Cartlidge, SECONDED S. Watson , that the Electoral Area 'E' Parks and Open Space Advisory Committee invite the consultants to come back on July 30, 2007, to hold a workshop session to obtain input and comments from the Committee on the proposed Fairwinds Park and Trail Plan.

CARRIED

REPORTS

a). Director's Report – G. Holme not present for report

b.) Staff Update and Monthly Update and Community and Regional Parks and Trails – W. Marshall

- Parks Planner position posting closes on June 16, 2007. RDN hopes to fill position soon.
- Jonathon Lobb was appointed the new position of "Parks Operations Coordinator".
- The summer crew has started, and has been working on the Top Bridge project, and brushing trails.
- The Top Bridge Project is underway. The contractor has placed anchors, and the towers should be installed in a few weeks. The projected completion date is mid July, 2007. Staff are working on upgrading the access from Allsbrook Road.
- RDN staff are reviewing consultants the Management Plan for Englishman River Regional Park.

MOVED G. Cartlidge, SECONDED A. Thingsted, that the Reports be received.

CARRIED

NEW BUSINESS

a.) RDN Sustainability Workshop – G. Cartlidge

- G. Cartlidge and F. Van Eynde attended a full-day Sustainability Workshop on Saturday May 5. The topics discussed included: water, affordable housing, transportation, regional growth management, job structures, energy/climate change, and recreation/parks. Approximately 200 people attended the workshop. RDN is still looking for comments from the public.

b.) Land Acquisition Process – W. Marshall.

The Policy regarding Land Acquisition was circulated to Advisory Committee members as a reminder of the process.

COMMITTEE ROUND TABLE

- G. Cartlidge raised concerns about the impact of the proposed development on the corner of Powder Point Road and Northwest Bay Road. The development plans showed parking areas and an access road going directly through the Nanoose Place landscaping. There are questions about whether the landscaped areas are on RDN land, and if so why would development be allowed in the area as the volunteer landscapers have spent so much time working on it.

NEXT MEETING DATE

The next meeting will take place at 7.00pm Monday, July 30 2007, at the Nanoose Library Hall.

ADJOURNMENT

MOVED G. Carlidge SECONDED S. Watson that the meeting be adjourned.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR MEETING HELD ON THURSDAY, JUNE 21, 2007

Attendance:

Frank Van Eynde
Eve Flynn
Patty Biro

Reg Nosworthy
Jack Wilson

Dave Bartram
Jo-ann Chase

Staff:

Dan Porteous, Manager of Recreation Services
Wendy Marshall, Manager of Park Services
Marilynn Newsted, Recording Secretary

Absent:

Teresa Patterson

CALL TO ORDER

1 Chair Van Eynde called the meeting to order at 2:00pm

MINUTES

3.1 MOVED Commissioner Bartram, SECONDED Commissioner Wilson, that the Minutes of the District 69 Recreation Commission meeting held May 17, 2007, be approved.

CARRIED

3.2 MOVED Commissioner Flynn, SECONDED Commissioner Bartram, that the Minutes of the District 69 Recreation Commission Fees and Charges Committee meeting held June 14, 2007, be approved.

CARRIED

FUNCTION REPORTS

- 5.1 Mr. Porteous reviewed the Recreation Services Report highlighting the following items:
- Some Department staff and Commissioner Nosworthy attended the British Columbia Recreation and Parks Association Symposium in Sun Peaks, June 6 to 8, 2007.
 - All District schools and some residents participated in the Eat Well Get Moving Challenge in mid May with a total of approximately 650 participants.
 - The TOPS (Take off Pounds Sensibly) organizer's expressed their satisfaction with the facility and extended their appreciation to staff for the excellent support they received during their conference held May 25 to 26 at Oceanside Place.
 - Kwalikum Senior Secondary students attended a six session "Get Moving" class and a Deep Water Aquafit class at the Ravensong Aquatic Centre.

- Staff at Oceanside Place removed the ice in Victor Kraatz Arena in May for maintenance purposes. The ice was replaced within a one week period, in preparation for the summer ice programs and events.
- The six glass panes vandalized earlier this spring in the outside patio area at Ravensong Aquatic Centre have now been replaced.
- The Active Network on-line registration software is being implemented for August 1 at which time the public will be able to view Fall 2007 and Winter 2008 program information. As of August 13 the public will be able to register for programs on-line.
- The summer recreation staff have been hired and all attended an orientation meeting June 20 at Oceanside Place. The Site Leaders are now planning the summer camp programs.

5.2 Ms. Marshall presented the Regional Parks and Trail and Community Parks (EA 'E' – 'H') Report highlighting the following items:

- Mr. Lobb, Parks Technician with the Regional District, has accepted the position of Parks Operations Coordinator.
- Interviews will take place in early July for the Parks Planner position. Once Mr. Lobb's previous position of Parks Technician is posted and filled, the Parks Department will have a full staff complement.
- Sumar Lane Community Park has been graded and seeded with new grass, thanks to the work of many volunteers and corporate donations.
- Dashwood Community Park now has a new swing set, again completed with an enthusiastic group of volunteers.
- Staff have developed a new trail at Top Bridge to ensure a safe path for hikers and to keep them away from the roadway.
- The Parks summer staff are now on board. Their main focus will be building new trails in Area 'H' and Englishman River Regional Park.
- The Englishman River Regional Park Management Plan contract has been awarded to the team LANARC Consulting Ltd. and LGL.

MOVED Commissioner Biro, SECONDED Commissioner Chase, that the Function Reports be received.

CARRIED

NEW BUSINESS

8.1 District 69 Recreation Services Fees and Charges

Mr. Porteous reviewed the minutes of the District 69 Recreation Services Commission Fees and Charges Committee meeting. Mr. Porteous noted that Committee members raised the following concerns:

- The accuracy of some information in the annual Vancouver Island Fees and Charges reference material was in question based on comparisons with particular categories for different facilities. Mr. Porteous explained that the information came from a document generated from Port Alberni and that he would discuss the concerns with the Manager there in preparation for next year's meeting of the Fees and Charges Committee. The information does not present a problem for the current review of RDN Fees and Charges.
- The mid island averages regarding Fees and Charges continue to increase; however, the Regional District rates are not increasing at the same rate. Based on the direction a few years ago to maintain RDN rates at approximately the mid island average in general, the

RDN rates will begin to fall behind if the current trend continues. This is largely due to a few departments in the mid island region applying greater increases annually than the RDN 2% margin.

- Timelines for the implementation of rate increases is different for Oceanside Place compared to Ravensong Aquatic Centre and the Recreation Coordinating function. Mr. Porteous explained that this was initiated when Oceanside Place was completed due to the large number of organizations that are directly impacted by two rates within their booking season. To minimize the impact the rates were set for September through August each year. Due to minimal impact at Ravensong Aquatic Centre and within the Recreation Coordinating functions the rates were maintained for January through December of each year. This issue can be explored further to bring all the functions in line with one another for consistency purposes.
- The Committee expressed its wishes to review operational budgets and cost recovery rates at the time as the Fees and Charges review. The Committee thought this would be valuable information to have on hand for reference. Mr. Porteous explained that although recovery rates would be valuable to consider, it was important to note that cost recovery rates are only considered during the budget process, and that if at that time changes were necessary then the Fees and Charges would be revisited and revised accordingly.

Based on the concerns addressed the Mr. Porteous noted that the Committee members adopted the following motion:

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that staff provide a full review of fees and charges in the spring of 2008 to include the Fees and Charges policy; past, current and future Regional District rates in relation to mid Island fees and charges; Vancouver Island Fees and Charges survey information provided by Port Alberni, implementation dates for rate changes; and operational budget comparisons associated with cost recovery rates for the mid Island region.

CARRIED

Mr. Porteous then outlined the Fees and Charges report noting that all of the proposed rate increases have been established with a 2% increase for the next five years from 2008 to 2012. There are no significant changes to be considered in the budget with respect to the fees and charges for 2008 and that the rates have been set in keeping with revenue projections within the Five Year Financial Plan.

Based on the Committee's endorsement of the Fees and Charges report the Commission adopted the following recommendations:

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the recommendations in the Fees and Charges Report be approved as follows:

1. That the program, admission and rental fees for Oceanside Place in 2007/08 be approved as outlined in Appendix A.
2. That the program, admission and rental fees for Ravensong Aquatic Centre in 2008 be approved as outlined in Appendix B.

3. The Recreation Coordinating program fees and recovery rates, administration fee and revenue-sharing percentage ratio for Term Instructor (Companies) agreements for 2008 be approved as outlined in Appendix C.

CARRIED

COMMISSIONER ROUNDTABLE

Commissioner Biro reported the Lighthouse Community Centre Hall Board will have a recommendation for the Board soon with regard to the replacement of the hall floor. She also requested that, if possible, Mr. Chestnut, Superintendent of Recreation Facilities, provide a recommendation in writing regarding the type of flooring that would be appropriate for the hall based on his expertise and after having visited the site.

Commissioner Biro requested the Department improve the condition of the Lighthouse Community fields so that the fields may be used in a safe manner as the 30 children who attended Blast Ball would now like to play soccer this fall. Although the school fields are in excellent shape and have been used for soccer in the past, the washrooms are not always available for field users as they would be at the community park. This item is to be referred to the Area H POSAC as it is a community park matter.

Commissioner Biro announced Lighthouse Country Canada Day Celebrations will be held the July 1 weekend and will include a fireworks display.

Commissioner Flynn reported District 69 schools will soon be dismissed for the summer and that the children and youth will be looking for opportunities to be involved in whatever activities are available, including employment opportunities for the older youth.

Commissioner Flynn reported a letter of support from School District 69 to the Regional District will be forthcoming based on information in the Master Plan and the District 69 Rural Recreation Program Service Delivery report to establish an agreement with ACES to provide recreation services in Electoral Area F.

Commissioner Nosworthy reported he met with the School District 69 Superintendent of Schools, the School Board Chair and the President of ACES to discuss confusion about the proposed agreement between the RDN and ACES, and a Community Activity Coordinator position. Commissioner Nosworthy expressed his concern that there needs to be improved lines of communication between all parties involved in this process and other future projects. He noted that the Recreation Services Master Plan highlights a number of areas that would include discussions with the School District. Commissioner Nosworthy pointed out that ACES is interested in developing the school grounds at French Creek Community School into a community park. There still needs to be discussions with the School District regarding this project and will be referred to the Area F POSAC as this is a Community park matter.

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that staff make it a priority to initiate discussions with the School District regarding the development of a Partnership Agreement that addresses joint use, potential joint developments and program partnerships as stated in the RDN Recreation Services Master Plan for Oceanside July 2006.

CARRIED

Commissioner Nosworthy reported the BCRPA Symposium held in June at Sun Peaks Resort was a fantastic experience. Commissioner Nosworthy encouraged other Commission members to take part in future symposiums as he believed it was a very beneficial learning and fun experience.

Commissioner Nosworthy reported the playground equipment for French Creek Community School has arrived; however, the equipment is in storage and the installation date has been delayed until installation issues have been resolved.

Commissioner Wilson reported a meeting with the Qualicum Beach Recreation Commission was held with representatives of Electoral Area G and Commissioner Chase to discuss urban trails adjacent to Highway 19A connecting Qualicum Beach to Area 'G'. He also reported the field lighting at the community park should be installed by October and the new golf course club house should be completed by the end of December.

Commissioner Chase reported the work done at Sumar Lane would not have happened without the volunteers and the corporate sponsorship received. Volunteers also assisted staff with the installation of a swing in Dashwood Community Park and now are fundraising to provide more playground equipment for the children.

Commissioner Bartram reported the Deep Bay Harbour Authority have hired a summer student for 30 weeks this summer. He also announced that on Wednesday, July 18, 2007, at 2:00 pm at Warren Cook's property in EA 'H', Lieutenant Governor Iona Campagnolo will present Mr. Cook with the Governor General's Wildlife Habitat Canada Forest Stewardship Recognition Award on behalf of the Governor General of Canada. Commissioner Bartram extended his appreciation to the members of Electoral Area 'H' POSAC and RDN Parks and Trails Coordinator, Ms. J. Michel, for their work with regard to the nomination of Mr. Cook.

Commissioner Van Eynde announced that on Saturday, July 23, 2007, from 11:00 am to 2:00 pm a fifteen year anniversary celebration of Nanoose Place will take place. He extended an invitation to all present and to spread the word to other people.

ADJOURNMENT

MOVED Commissioner Wilson, SECONDED Commissioner Bartram, that the meeting be adjourned at 2:45pm.

CARRIED

NEXT MEETING

The next meeting will be held Thursday, September 20, 2007, at 2:00pm, at Oceanside Place.

Frank Van Eynde, Chair



RDN	
CAO	GMF&IS
GMDS	GMR&PS
GMES	GMTS
JUN - 6 2007	
SMCA	BOARD
Debbie Connors	
July 6/07	

MEMORANDUM

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: May 31, 2007

FROM: Dan Porteous
Manager of Recreation Services

FILE:

SUBJECT: District 69 Recreation Services Fees and Charges

PURPOSE

To seek Board approval in setting the 2007/08 recreation services fees and charges for District 69 in relation to the Five Year Financial Plan.

BACKGROUND

The District 69 Recreation Commission Fees and Charges Committee meets annually to review and make recommendations regarding fees and charges for the District 69 recreation services, including program, admission and rental fees for Oceanside Place and Ravensong Aquatic Centre, and program fees for the Recreation Coordinating function. Although the fees and charges process is aligned with the Five-Year Financial Plan it is necessary to review the fees and charges each year and consider any adjustments and/or changes prior to the annual administrative budget process.

The adopted rates and any annual adjustments are implemented as follows:

Oceanside Place	September 1 st of each calendar year
Ravensong Aquatic Centre / Recreation Coordinating	January 1 st of each calendar year

Oceanside Place annual adjustments precede adjustments to the Recreation Coordinating and Ravensong Aquatic Centre functions. Current fees and charges are in effect until August 31, 2007 for Oceanside Place and until December 31, 2007 for both Recreation Coordinating and Ravensong Aquatic Centre.

The adopted Five Year Financial Plan (2007-11) proposes a 2% increases to all fees and charges including program fees, admissions and rental fees for all three District 69 recreation functions.

The Five Year Financial Plan and Recreation Services Fees and Charges Chart will be reviewed as part of the 2008 Annual budget process to ensure the revenue projections within the Plan are attainable through current and future market rates. The fees and charges information provided in Appendix A-C meet the 2008 projected revenue targets as they pertain to program fees, admissions, and rental fees. Mid Island facility admission fees are included as background for comparison purposes (Appendix D).

ALTERNATIVES

1. To approve the program, admission and rental fees for Oceanside Place (2007/2008) and Ravensong Aquatic Centre (2008) as respectively outlined in Appendix A and B, and the Recreation Coordinating function (2008) program registration fees and recovery rates, administration fee, and revenue-sharing percentage ratio for Term Instructor (Companies) agreements as outlined in Appendix C.
2. To not approve the fees and charges as outlined and recommend changes.

FINANCIAL IMPLICATIONS:

Oceanside Place – It is proposed that program, admission and rental fees increase by 2% in 2007/08 through 2011/12 as outlined in Appendix A, and as per the forecasted Five Year Financial Plan.

Ravensong Aquatic Centre – It is proposed that program, admission and rental fees increase by 2% in 2008 through 2012 as outlined as outlined in Appendix B. These fees include rental rates for the new patio and barbeque area completed in the spring of 2007.

Recreation Coordinating – It is proposed that program fees increase by 2% in 2008 as outlined in Appendix C. It is also proposed that cost recovery rates be maintained, along with the program administration fee and the revenue-sharing percentage ratio for Term Instructor (Companies) agreements as outlined in Appendix III of the Fees and Charges Policy (attached to the report as Appendix D). Programmers will continue to negotiate the best deal for the Department in developing agreements with companies for the provision of program services.

All of the proposed rate increases for each function meet the 2008 projected revenue targets as they pertain to program, admission and rental fees. The Five Year Financial Plan will be reviewed as part of the 2008 Annual Budget process to ensure the revenue projections within the Plan remain attainable.

If the fees and charges are not approved as presented in the report, and alternative recommendations to the fees and charges are presented by the Commission or Board, consideration needs to be given to the impact of those decisions. Lower percentages across the board would equate to less revenues and surpluses depleted with readjustments to the overall Five Year Plan that could subsequently affect future operational and capital plans. Higher percentages could possibly equate to increased revenues; however, it is important to note that with all fees and charges increases, the market threshold will ultimately determine the increase or decrease in actual revenue. For example, even by raising rates/fees by 2% this may not necessarily correlate in an increase in revenues; in actuality, it may have an adverse effect on revenues, whereby customers choose not to participate due to the increases or more families apply for subsidized financial assistance.

CITIZEN IMPLICATIONS

Residents and visitors make decisions about their priorities for recreational participation based on a number of factors. If their choice is limited by financial concerns due to increased fees and charges then they may choose another less expensive alternative at another location or stop participating altogether. The Department has already witnessed public restraint in the past due to increased fees.

As long as the perceived value is deemed beneficial, customers will continue to participate; however, there will be a threshold by which they measure their involvement. In public recreation it is imperative to

consider access issues for all community members, while maintaining financial accountability. The financial bottom line is just one factor that has to be considered; the social and healthy well being of area residents and visitors to the District also has to be brought into focus. As well, the cost/benefit and supply/demand issues need to be monitored and maintained to ensure that the services and facilities will be used to their fullest potential.

If the proposed fees and charges provide a financial barrier to some residents, additional support can be provided through the Financial Access Program provided through the Recreation and Parks Department. However, it is also important to consider the balance - as more people apply for financial access due to increased fees, there may be less people paying for the services.

SUMMARY / CONCLUSION

The annual fees and charges for the three District 69 recreation functions are required to be set for the upcoming 2007/2008 season. Staff have met with the District 69 Recreation Commission Fees and Charges Committee to review the fees and charges and recommendations.

In setting the rates a variety of factors have been considered, including Vancouver Island market rates, Mid Island averages from other jurisdictions that provide public recreation services, and projected revenue targets in the Five Year Financial Plan.

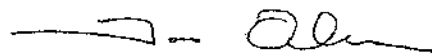
All of the proposed rate increases have been established with a 2% increase for the next five years (2008-2012). There are no significant changes to be considered in the budget with respect to the fees and charges for 2008. The rates that have been set are in keeping with revenue projections and the Five Year Financial Plan. The following recommendations are proposed for Board approval.

RECOMMENDATIONS

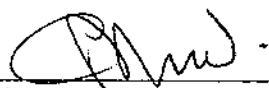
1. That the program, admission and rental fees for Oceanside Place in 2007/08 be approved as outlined in Appendix A.
2. That the program, admission and rental fees for Ravensong Aquatic Centre in 2008 be approved as outlined in Appendix B.
3. That Recreation Coordinating program fees and recovery rates, administration fee, and revenue-sharing percentage ratio for Term Instructor (Companies) agreements in 2008 be approved as outlined in Appendix C.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

APPENDIX A

Note: All program, admission and rental fees are based on a proposed 2% increase 2007/08 through 2011-12.

OCEANSIDE PLACE ADMISSIONS

Note: All prices include GST. 10 X Passes = 9 Single Admissions.

Category	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Children (0-14)	2.27	2.32	2.37	2.42	2.47	2.52
Youth (15-18)	2.93	2.99	3.05	3.11	3.17	3.23
Adult (19-54)	4.35	4.44	4.53	4.62	4.71	4.80
Senior (55+)	3.03	3.09	3.15	3.21	3.27	3.34
Family	8.24	8.40	8.57	8.74	8.91	9.09
Family w/ Rentals	12.89	13.15	13.41	13.68	13.95	14.23
Parent and Tot	5.01	5.11	5.21	5.31	5.42	5.53
Child Skate Rental	1.72	1.75	1.79	1.83	1.87	1.91
Youth / Adult / Senior Skate Rentals	2.93	2.99	3.05	3.11	3.17	3.23
SD #69 Skate Rental	1.72	1.75	1.79	1.83	1.87	1.91
Skate Sharpening	4.60	4.69	4.78	4.88	4.98	5.08

Monthly Passes**3 Months**

Children	47.67	48.72	49.77	50.82	51.87	52.92
Youth	61.53	62.79	64.05	65.31	66.57	67.83
Adult	91.35	93.24	95.13	97.02	98.91	100.80
Senior	63.63	64.89	66.15	67.41	68.67	70.14
Family	173.04	176.40	179.97	183.54	187.11	190.89
Family with Rental	270.69	276.15	281.61	287.28	292.95	298.83
Parent and Tot	105.21	107.31	109.41	111.51	113.82	116.13

OCEANSIDE PLACE RENTALS**Tournament Rates**

Adult Tournament	101.08	103.10	105.16	107.26	109.41	111.60
Senior Tournament	98.43	100.40	102.41	104.46	106.55	108.68
Minor Tournament	60.29	61.50	62.73	63.98	65.26	66.57
Commercial Events Prime	139.14	141.92	144.76	147.66	150.61	153.62
Commercial Events Non Prime	118.53	120.90	123.32	125.79	128.31	130.88

Winter Rates (September 1 - March 31)

Adult Prime	129.87	132.47	135.12	137.82	140.58	143.39
Adult Non Prime	106.13	108.25	110.42	112.63	114.88	117.18
Minor Prime	69.00	70.38	71.79	73.23	74.69	76.18
Minor Non Prime	60.29	61.50	62.73	63.98	65.26	66.57
Senior Prime	129.87	132.47	135.12	137.82	140.58	143.39
Senior Non Prime	98.43	100.40	102.41	104.46	106.55	108.68
Hockey / Skating Schools	129.87	132.47	135.12	137.82	140.58	143.39
School Rentals Prime	66.99	68.33	69.70	71.09	72.51	73.96
School Rentals Non Prime	60.29	61.50	62.73	63.98	65.26	66.57
Commercial Events Prime	205.62	209.73	213.92	218.20	222.56	227.01
Commercial Events Non Prime	162.33	165.58	168.89	172.27	175.72	179.23

Note: Commercial Events Daily Rate is Hourly Rates x 10 hours or 15% of Gross Rev.

Portable Floor cost = staff costs for install, cleaning and removal.

Non Profit events will be charged applicable hourly rate as defined by demographic of group and time of day.

APPENDIX A (Cont'd)**OCEANSIDE PLACE RENTALS (Cont'd)**

Category	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Shoulder Season Rates (April 1 - August 31)						
Adult Prime	110.38	112.59	114.84	117.14	119.48	121.87
Adult Non Prime	90.21	92.01	93.85	95.73	97.64	99.59
Minor prime	59.79	60.99	62.21	63.45	64.72	66.01
Minor Non Prime	51.23	52.25	53.30	54.37	55.46	56.57
Senior Prime	110.38	112.59	114.84	117.14	119.48	121.87
Senior Non Prime	86.85	88.59	90.36	92.17	94.01	95.89
Hockey / Skating Schools	95.51	97.42	99.37	101.36	103.39	105.46
School Rentals Prime	59.79	60.99	62.21	63.45	64.72	66.01
School Rentals Non Prime	51.23	52.25	53.30	54.37	55.46	56.57
Commercial Events Prime	189.39	193.18	197.04	200.98	205.00	209.10
Commercial Events Non Prime	108.22	110.38	112.59	114.84	117.14	119.48
Shoulder Season Rates (April 1 - August 31)						
Dry Floor						
Adult Prime	59.53	60.72	61.93	63.17	64.43	65.72
Adult Non Prime	48.71	49.68	50.67	51.68	52.71	53.76
Minor prime	43.29	44.16	45.04	45.94	46.86	47.80
Minor Non Prime	37.88	38.64	39.41	40.20	41.00	41.82
Senior Prime	59.53	60.72	61.93	63.17	64.43	65.72
Senior Non Prime	43.29	44.16	45.04	45.94	46.86	47.80
Hockey / Skating Schools Prime	64.93	66.23	67.55	68.90	70.28	71.69
School Rentals Prime	43.29	44.16	45.04	45.94	46.86	47.80
School Rentals Non Prime	37.88	38.64	39.41	40.20	41.00	41.82
Commercial Events Prime	189.39	193.18	197.04	200.98	205.00	209.10
Commercial Events Non Prime	108.22	110.38	112.59	114.84	117.14	119.48
Commercial Events Set Up	54.11	55.19	56.29	57.42	58.57	59.74
Other Amenities						
The Pond (Leisure Ice)						
Ice In Prime	41.13	41.95	42.79	43.65	44.52	45.41
Ice In Non Prime	35.25	35.96	36.68	37.41	38.16	38.92
Ice In in conjunction with full sheet	17.63	17.98	18.34	18.71	19.08	19.46
Ice Out Prime	29.38	29.97	30.57	31.18	31.80	32.44
Ice Out Non Prime	23.50	23.97	24.45	24.94	25.44	25.95
Ice Out in Conjunction with full sheet	17.63	17.98	18.34	18.71	19.08	19.46
Multipurpose Room						
Full Room	32.47	33.12	33.78	34.46	35.15	35.85
Half Room	16.24	16.56	16.89	17.23	17.57	17.92
Commercial Full Room	37.88	38.64	39.41	40.20	41.00	41.82
Commercial Half Room	21.64	22.07	22.51	22.96	23.42	23.89
Full Room w/ Ice/Floor Rental	21.64	22.07	22.51	22.96	23.42	23.89
Half Room w/ Ice/Floor Rental	10.82	11.04	11.26	11.49	11.72	11.95
Day Rate (Full Room)	190.98	194.80	198.70	202.67	206.72	210.85
Day Rate (Half Room)	95.49	97.40	99.35	101.34	103.37	105.44
Meeting Room (Note: All regular Ice User Groups will have 3 hrs/month free access)						
Meeting Room	5.16	5.26	5.37	5.48	5.59	5.70
Meeting Room w/ Ice / Floor rental	5.16	5.26	5.37	5.48	5.59	5.70

APPENDIX B

Note: All program, admission and rental fees are based on a proposed 2% increase 2008 through 2012.

Ravensong Aquatic Centre Admissions

Note: All prices include GST. 10 X Passes = 9 Single Admissions.

Category	2007	2008	2009	2010	2011	2012
Children (0-14)	2.84	2.90	2.96	3.02	3.08	3.14
Youth (15-18)	3.48	3.55	3.62	3.69	3.76	3.84
Adult (19-54)	4.70	4.79	4.89	4.99	5.09	5.19
Senior (55+)	3.74	3.81	3.89	3.97	4.05	4.13
Family	8.79	8.97	9.15	9.33	9.52	9.71
Aquafit - Adult	5.65	5.76	5.88	6.00	6.12	6.24
Aquafit - Senior	4.80	4.90	5.00	5.10	5.20	5.30

Monthly Passes**3 Months**

Children	73.84	75.40	76.96	78.52	80.08	81.64
Youth	90.48	92.30	94.12	95.94	97.76	99.84
Adult	122.20	124.54	127.14	129.74	132.34	134.94
Senior	97.24	99.06	101.14	103.22	105.30	107.38
Family	228.54	233.22	237.90	242.58	247.52	252.46

6 Months

Children	129.22	131.95	134.68	137.41	140.14	142.87
Youth	158.34	161.53	164.71	167.90	171.08	174.72
Adult	213.85	217.95	222.50	227.05	231.60	236.15
Senior	170.17	173.36	177.00	180.64	184.28	187.92
Family	399.95	408.14	416.33	424.52	433.16	441.81

Ravensong Aquatic Centre Rentals**Children's Community Groups + Schools**

Main Pool	69.74	71.13	72.55	74.00	75.48	76.99
Whirl-Leisure Pool	34.88	35.58	36.29	37.02	37.76	38.52
Per Lane	11.83	12.07	12.31	12.56	12.81	13.07
Pool All	104.63	106.72	108.85	111.03	113.25	115.52

Youth Community Groups

Main Pool	78.32	79.89	81.49	83.12	84.78	86.48
Whirl-Leisure Pool	39.14	39.92	40.72	41.53	42.36	43.21
Per Lane	13.18	13.44	13.71	13.98	14.26	14.55
Pool All	117.46	119.81	122.21	124.65	127.14	129.68

Adult Community Groups

Main Pool	103.97	106.05	108.17	110.33	112.54	114.79
Whirl-Leisure Pool	51.98	53.02	54.08	55.16	56.26	57.39
Per Lane	17.44	17.79	18.15	18.51	18.88	19.26
Pool All	155.97	159.09	162.27	165.52	168.83	172.21

APPENDIX B (Cont'd)**Ravensong Aquatic Centre Rentals (Cont'd)**

Category	2007	2008	2009	2010	2011	2012
Swim Club - Children						
Main Pool	71.79	73.23	74.69	76.18	77.70	79.25
Whirl-Leisure Pool	35.90	36.62	37.35	38.10	38.86	39.64
Per Lane	12.18	12.42	12.67	12.92	13.18	13.44
Pool All	107.71	109.86	112.06	114.30	116.59	118.92
Swim Club - Youth						
Main Pool	80.61	82.22	83.86	85.54	87.25	89.00
Whirl-Leisure Pool	40.30	41.11	41.93	42.77	43.63	44.50
Per Lane	13.58	13.85	14.13	14.41	14.70	14.99
Pool All	120.93	123.35	125.82	128.34	130.91	133.53
Swim Club - Adult						
Main Pool	107.03	109.17	111.35	113.58	115.85	118.17
Whirl-Leisure Pool	53.51	54.58	55.67	56.78	57.92	59.08
Per Lane	17.95	18.31	18.68	19.05	19.43	19.82
Pool All	160.55	163.76	167.04	170.38	173.79	177.27
Birthday Party Rental/Program						
1 hr (pool only)	58.45	59.62	60.81	62.03	63.27	64.54
1 1/2 (pool + party)	143.64	146.51	149.44	152.43	155.48	158.59
1 hr (exclusive pool rental only)	104.63	106.72	108.85	111.03	113.25	115.52
Commercial						
Main Pool	173.72	177.19	180.73	184.34	188.03	191.79
Whirl-Leisure Pool	86.86	88.59	90.36	92.17	94.01	95.89
Per Lane	28.95	29.53	30.12	30.72	31.33	31.96
Pool All	278.81	284.39	290.08	295.88	301.80	307.84
Patio (per hour)	20.00	20.40	20.81	21.23	21.65	22.08
Guards						
Additional Guard(s) per 1 hr sessions	32.89	33.56	34.23	34.91	35.61	36.32

APPENDIX C

Note: Program fees will increase by 2% per annum from 2008-2012.

1. Recovery rate categories for Recreation Coordinating function shall be as follows:

Category:	Recovery Rates (%):
Pre-School Programs	100
Children's Programs	100
Youth Programs	100
Adult Programs	125
Summer Camps	75
Family Programs	75
Volunteer and Leadership Development	75
Community Co-operative	100

2. The administration fee included in the development of programs shall be 15%.
3. The guideline for the revenue-sharing percentage ratio for Term Instructors (Companies) and the Regional District of Nanaimo agreements shall be 75% / 25% respectively.

APPENDIX D

MID ISLAND FEES AND CHARGES

Current as of May 2007 or projected for 2007 /2008.

Light Grey Shade = Lowest Rates

Dark Grey Shade = Highest Rates

Location:	Children	Youth	Adults	Seniors	Family
Campbell River	2.50	3.50	5.00	3.75	10.00
Comox Valley SC (projected for 07 / 08)	2.15	2.50	4.10	3.25	8.30
Comox Valley AC (projected for 07 / 08)	2.55	4.10	4.95	3.00	10.10
Cowichan	2.25	2.75	4.00	2.75	8.00
Fuller Lake	2.50	3.00	4.00	3.25	9.00
Nanaimo (projected for 07 / 08)	2.50	3.75	5.00	3.75	10.00
Port Alberni (projected for 07 / 08)	2.60	3.25	4.90	3.75	10.40
Powell River	2.60	3.50	4.70	3.75	9.40
Mid Island (MI) Averages	2.46	3.29	4.58	3.54	9.44
RDN - OP (projected 07 / 08)	2.32	2.99	4.44	3.09	8.40
Difference to MI Average	-0.14	-0.30	-0.14	-0.45	-1.04
RDN - RAC (projected 07 / 08)	2.90	3.55	4.79	3.81	8.97
Difference to MI Average	0.44	0.26	0.21	0.27	-0.47

Note: Some departments may not have yet adjusted projected rates for 07 / 08; therefore, the mid island averages may change slightly by year end.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
THURSDAY, MAY 10, 2007**

Attendance:

Joe Stanhope, Director Area G
Jacquie Thomson

Jo-ann Chase
Brian Coath

Alan Birchard

Staff:

J. Lobb, Parks Technician

CALL TO ORDER

Chairperson Chase called the meeting to order at 7:10pm.

MINUTES

MOVED J. Stanhope, SECONDED B. Coath, that the Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee Meeting held March 8, 2007, be approved.

CARRIED

REPORTS

Director's Report

Mr. Stanhope reported TimberWest is to sell approximately 190 square miles of prime forest lands situated through out the Regional District. This will eventually result in increased land development raising concern about adequate aquifer capacity.

Park Stewardship and Development Initiatives

Ms. Chase reported grass seeding will proceed shortly at Sumar Lane. Funding will be provided from external fund raising efforts. The soil has been acquired and is on site. Local residents will provide watering services.

Ms. Chase reported a community work party will be held May 16, 2007, at Hawthorn Rise to clean up branches and other debris in the park.

Ms. Chase reported spring and fall clean-ups will be required on an on-going basis at a cost of \$100 per clean-up, per park, for Boulton Park, Dalmatian Park, Sumar Lane Park and Hawthorne Rise Park. Disposal of the refuse is the most costly portion of the fee.

Ms. Chase noted Dashwood Park is slowly being upgraded by local residents with the support of the RDN Parks staff.

Ms. Chase reported approximately \$3,000 of unused grant monies is still available and could be used for the development of Maple Lane Park.

MOVED B. Coath, SECONDED J. Thomson, that \$1,000 be budgeted annually for the semi-annual clean-up and disposal of refuse at Boulton Community Park, Dalmatian Community Park, Sumar Lane Community Park and Hawthorne Rise Community Park.

CARRIED

COMMITTEE INFORMATION

Next meeting to be held September 13, 2007, at 7:00pm, at Oceanside Place

ADJOURNMENT

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES FROM THE 8th MEETING OF THE DRINKING WATER-WATERSHED PROTECTION STEWARDSHIP COMMITTEE

HELD ON WEDNESDAY, JUNE 6, 2007 AT 12:00 PM
IN THE RDN COMMITTEE ROOM

Present:	Gary Anderson	Vancouver Island Health Authority
	Gordon Buckingham	Electoral Area Resident
	Mike Donnelly	Manager of Utilities, RDN
	Jennifer Ann MacLeod	Electoral Area Resident
	Sheila Malcolmson	Islands Trust
	Faye Smith	Mid Vancouver Island Habitat Enhancement Society
	J. Stanhope (CHAIR)	RDN Board Chair
	Trevor Wicks	Arrowsmith Watershed Coalition Society
	<u>Consulting Team:</u>	
	David Reid	Lanarc Consultants Ltd.
	Harriet Rueggeberg	Lanarc Consultants Ltd.
	Gilles Wendling	GW Solutions Inc (consulting team)
Regrets:	Dave Bartram	RDN Board Member
	Brian Epps	Ministry of Environment
	John Finnie	GM of Environmental Services, RDN
	Jim Fyfe	Well Drilling Industry Representative
	Grace Gunderson	Electoral Area Resident
	Stuart MacPherson	Private Forest Lands Council
	David Vincent	Electoral Area Resident
	Maureen Young	RDN Board Member
	-	Water Improvement District Representative
	Allian Dakin	Consulting Hydrogeologist

1. Meeting Convened – Presentations

Joe Stanhope – report on Federation of Canadian Municipalities Convention in Calgary:

- Water was very high on the agenda.
- In Alberta, a basic message in many municipalities is “there is no more water”. Recognized that Building Codes need to be updated to ensure that water conservation becomes the norm.
- Alberta is implementing ways to improve use of water conserving measures:
 - E.g., building permit surcharge that is then rebated if water conservation methods are in place.
 - 30% reduction in water use needed to be shown before rebate is given, to allow for additional population growth, assuming an average consumption rate of 318 l/person/day (about 50% the national average).
- Province of Alberta is looking at taking back 90% water licenses when they change hands.
- By both drawing water from and discharging effluent into the Bow River, Calgary is ‘recycling’ its sewer output as drinking water. Side note: in Germany, water from the Rhine River is used 9 times before it reaches the sea.

- In Australia, personal shower time is limited to 4 minutes – many people use a bucket in the shower to ‘harvest’ water for lawn/plant watering.

Jennifer MacLeod – report on “Groundwater Extraction and Ecosystem Protection in Canada: Permitting, Planning and Collaboration”, UBC. See summary report – additional points:

- Township of Langley water management plan: emphasis on agriculture as a priority water use to ensure local food production.
- Toronto and Regional Conservation Authority: insist on land use best management practices in order to protect drinking water source recharge areas.
- Watershed Watch Salmon Society: the extreme importance of groundwater to salmon fry and adult survival.
- If regulations “don’t work” they will be ignored. Communities, when forced to adapt to changing conditions, will adapt, regardless of government support or regulations.

General comments from Committee members:

- Water conservation should focus not just on more efficient use of ‘tap’ water but also capturing and making better use of rainwater. Storm/rainwater conservation and use might be more important than toilet and tap water re-use.
- Need to have better information/mapping of private water allocations – MOE availability?
- Should make no distinction between groundwater and surface water in water planning and regulation.
- More emphasis on water allocation for agriculture for local food production.
- All right to propose improved water conservation in new development; what about retrofit of existing homes?

2. Review of Last Meeting Minutes

Minutes from the May 2, 2007 meeting were reviewed with two minor changes indicated. Moved by Sheila Malcolmson, seconded by Jennifer MacLeod that the minutes be approved as amended. Carried.

3. Review of Draft Final Report

1. Introduction:

- Introductory quote is inappropriate; watershed/drinking water protection is more cost effective and better than remediation.
- Emphasize that the aim is to address problems before they happen – i.e., protect now, not remediate later.
- Overlapping jurisdictions: explain where DWWP exists within the RDN mandate and where there are gaps in drinking water protection – build the case for an increased RDN mandate.
- Though this might be a regional function, emphasize the need for communication and co-operation with municipalities – not taking over existing municipal water functions.

2. Action Plan

Program 1 - Public Awareness:

- 1A. Water smart: recognize WaterSmart Team – student outreach, include partnerships
- 1B. Focus school modules on watershed protection; e.g., Squamish.

Program 2 – Inventory and Monitoring:

- Move preamble to under 2A; should not give impression that this program depends exclusively on VIRV Mapping Project.
- Objectives: recognize data response system (program 2D).
- Need for more detailed info on aquifers - well drilling records may not be reliable, more monitoring wells may be needed.

Program 3 – Land Planning and Development:

- Revisions made to strengthen linkage with Program 2 (inventory and monitoring).

Program 4 – Watershed management Planning:

- General support for this as a new, separate program.
- Add “management” to 2nd bullet.
- Enlarge Figure 1 – map of watershed and aquifer boundaries.
- Check for aquifer/watershed mapping on Gabriola Island.
- Insert a statement about water for food production in item 5; also in Climate Change – note the new Regional Agriculture Committee (?)

Program 5 – Water Use Management:

- New action 5A “Water Conservation Plans” noted. Improve linkage to 5B and 5C.
- Include capture/use of rainwater and stormwater runoff as a measure in water conservation plans.

Program 6 – Water Quality Management:

- 6B: make recommendation to Vancouver Island Water Steering Committee regarding influencing forest and agricultural sectors.
- 6C: Change title to “Provincial Regulation of Private Wells”. Some 2,500 private water wells in the RDN (?), water quality is an ongoing issue.

Program 7 – Climate Change:

- Remove “Adaptation” from title; it is also about alleviating climate change.
- Through the way that we use land and affect local hydrological systems, we are “causers” of local climate changes – we can create a desert or a temperate rain forest.
- Insert something about water for local food production, to offset greenhouse gas emissions.
- Trevor and Jennifer to provide some words around these two ideas (above).

Chapters 3-6:

- Some recognition and budget allocation to fund volunteers and volunteer groups:
 - Cover committee volunteers’ expenses – need to change RDN policy.
 - Budget for stewardship groups/NGOs that provide data collection and public outreach services:
 - Sub-contract?
 - Cover operating expenses: transportation, equipment, etc.
 - Capacity building?
- What ensures that the Board will commit to the full 10-year program? What will keep them from quitting after, say, 3 years?
 - A future Board could stop the program through budget changes; however, it’s unlikely to do so, given political support for water issues.
- Is it possible to ask the Province to direct municipalities to participate in this regional program, on the basis that in most cases, municipal water supplies lie outside municipal boundaries?

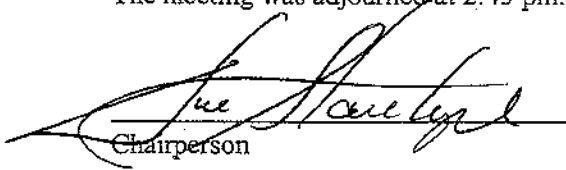
- It's better to get municipalities to participate voluntarily; perspectives on watershed protection are changing rapidly, so municipal willingness will likely increase over time.
- Three provincial ministries (Health, Environment and ___) have recently signed a Memorandum of Agreement regarding watershed protection in the region.....
- What is the "function" that the RDN would be attempting to adopt? What powers does the RDN have now, and what additional authority or services would it want to acquire? How would that "function" be presented in the referendum?
- The next stage would be to establish a Watershed Technical Committee with a more technical focus than the current Committee, as envisioned by the Vancouver Island Watershed Steering Committee.
 - Would there be any public representatives on the Technical Committee? That committee's mandate and membership still needs to be worked out.

4. Wrap Up – Next Steps

The next DW-WP Committee meeting is scheduled for Wednesday, June 27, 2007 starting at 12:00 PM, to review and hopefully approve the Committee's final report.

5. Adjournment

The meeting was adjourned at 2:45 pm.



Chairperson