

REGIONAL DISTRICT OF NANAIMO
REGULAR BOARD MEETING
TUESDAY, JUNE 24, 2008
(immediately following the Hospital Board meeting)

(RDN Board Chambers)

A G E N D A

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1. **CALL TO ORDER**
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6. **UNFINISHED BUSINESS**

BYLAWS

For Adoption.

Bylaw No. 813.43 – French Creek Sewer Local Service Area Amendment. (All Directors – One Vote)

That “French Creek Sewer Local Service Area Amendment Bylaw No. 813.43, 2008” be adopted.

This bylaw is to amend the boundaries to include the property legally described as Lot 13, District Lot 49, Nanoose District, Plan 20609 and located at 537 Johnstone Road in Electoral Area ‘G’.

Bylaw No. 889.49 – Northern Community Sewer Service Area Boundary Amendment. (All Directors – One Vote)

That “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.49, 2008” be adopted.

This bylaw is to amend the boundaries to include the property legally described as Lot 13, District Lot 49, Nanoose District, Plan 20609 and located at 537 Johnstone Road in Electoral Area ‘G’.

Bylaw No. 964.04 – Dashwood Fire Protection Local Service Area Boundary Amendment. (All Directors – One Vote)

That “Dashwood Fire Protection Local Service Area Amendment Bylaw No. 964.04, 2008” be adopted.

This bylaw is to amend the boundaries to include properties in the Meadowood Fire Protection Service so that fire protection services may commence this summer.

Bylaw No. 1543 – Liquid Waste Management Planning Service. (All Directors – One Vote)

That “Liquid Waste Management Planning Service Establishment Bylaw No. 1543, 2008” be adopted.

This bylaw is to provide regional direction for liquid waste reduction, treatment, utilization and disposal for the benefitting areas of Nanaimo, Lantzville, Parksville, Qualicum Beach and Electoral Areas ‘A’, ‘B’, ‘C’, ‘E’, ‘F’, ‘G’, ‘H’.

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

31-33 Minutes of the Electoral Area Planning Committee meeting held June 10, 2008. (for information)

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Bylaw No. 500.346 – Electoral Area ‘G’ Official Community Plan Implementation. (Electoral Area Directors except EA ‘B’ – One Vote)

- 1. That “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008” is given 1st and 2nd reading.*
- 2. That staff hold an Open House prior to the Public Hearing.*

3. That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008" proceed to a Public Hearing.
4. That the Public Hearing on the amended "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008" be delegated to Director Stanhope or his alternate.

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60820 & Request for Relaxation – Fern Road Consulting Ltd., on behalf of Deas – Leon Road – Area 'H'. (Electoral Area Directors except EA 'B' – One Vote)

1. That Development Permit Application No. 60820, submitted by Fern Road Consulting Ltd., on behalf of J. Deas, in conjunction with the subdivision of the parcels legally described as Lots C and D, Both of District Lot 19, Newcastle District, Plan VIP77157 and designated within the Environmentally Sensitive Features Development Permit Area, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.
2. That the request for relaxation of the minimum 10% frontage requirement for the proposed Lot 2, as shown on the plan of subdivision of Lots C and D, Both of District Lot 19, Newcastle District, Plan VIP77157, be approved subject to the conditions set out in Schedule No. 1 of the corresponding staff report.

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90809 – Lylyk – 3980 Bovanis Road – Area 'H'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. 90809.

That Development Variance Permit Application No. 90809 to construct a single family dwelling located at Lot 12, District Lot 85, Newcastle District, Plan 23173, be approved subject to the conditions outlined in Schedules No. 1 to 5.

Development Variance Permit Application No. 90806 – Mardaga – 3790 Mallard Place – Area 'E'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. 90806.

That Development Variance Permit Application No. 90806, to permit the construction of a residential dwelling and accessory building with a minimum setback from the natural boundary of the sea of 9.6 m on the property legally described as Lot 22, District Lot 78, Nanoose District, Plan 28595, be approved subject to the conditions outlined in Schedules No. 1 to 3.

OTHER

Request for Relaxation – JE Anderson, BCLS on behalf of Arthur & Diablo Arthur – Caledonia, Sontera & Bratt Roads – Area ‘A’. (Electoral Area Directors except EA ‘B’ – One Vote)

That the request to relax the minimum 10% frontage requirement for Proposed Lot 2, submitted by JE Anderson, BCLS on behalf of J. Arthur and B. Diablo Arthur, in conjunction with the proposed subdivision of Lot 1, Sections 11 & 12, Ranges 6 & 7, Cranberry District, Plan VIP72470, be approved.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

34-43 Minutes of the Committee of the Whole meeting held June 10, 2008. (for information)

COMMUNICATIONS CORRESPONDENCE

T. Scott, Boat Harbour & Area Residents Committee, re Boat Harbour Proposal. (All Directors – One Vote)

That the correspondence from the Boat Harbour & Area Residents Committee regarding the proposed Boat Harbour project, be received.

CORPORATE ADMINISTRATION SERVICES

COMMUNICATIONS

Public Consultation/Communication Framework. (All Directors – One Vote)

That the amended Public Consultation/Communication Framework be approved.

FINANCE AND INFORMATION SERVICES

FINANCE

Quarterly Financial Statements. (All Directors – One Vote)

That the summary report of financial results from operations to April 30, 2008 be received for information.

Bow Horn Bay Fire Protection Local Service Area Amendment Bylaw No. 1385.03. (All Directors – One Vote)

That “Bow Horn Bay Fire Protection Local Service Area Amendment Bylaw No. 1385.03, 2008” be introduced and read three times.

Temporary Storage of Firefighting Vehicles (Meadowood). (All Directors – Weighted Vote)

That the General Manager, Finance & Information Services and the Senior Manager, Corporate Administration, execute a lease for the purpose of storing firefighting vehicles and equipment, between the Regional District of Nanaimo and Pat and Janis McPhalen, with respect to a building located at 1897 Galvin Place, at a monthly cost of \$375 as outlined in this report.

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Bylaw Contravention – 2835 Shady Mile Way – Area ‘C’. (All Directors – One Vote)

Delegations wishing to speak to Bylaw Contravention at 2835 Shady Mile Way – Area ‘C’.

That staff be directed to register a Notice on title pursuant to Section 57 of the Community Charter and take the necessary legal action to ensure Lot 11, Section 15, Range 4, Plan VIP68509, Mountain District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

Notice of Bylaw Contravention – 1995 Walsh Road – Area ‘A’. (All Directors – One Vote)

Delegations wishing to speak to Bylaw Contravention at 1995 Walsh Road – Area ‘A’.

That staff be directed to register a Notice on title pursuant to Section 57 of the Community Charter and take the necessary legal action to ensure Lot 3, Section 16, Range 8, Plan 25384, Cranberry District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

Notice of Bylaw Contravention – 2161 Walsh Road – Area ‘A’. (All Directors – One Vote)

Delegations wishing to speak to Bylaw Contravention at 2161 Walsh Road – Area ‘A’.

That staff be directed to register a Notice on title pursuant to Section 57 of the Community Charter and should the outstanding bylaw contraventions not be resolved within ninety (90) days, that legal action be pursued to ensure Lot 1, Section 16, Range 1, Plan 47095, Cedar Land District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

Notice of Bylaw Contravention – 3470 Juriet Road – Area ‘A’. (All Directors – One Vote)

Delegations wishing to speak to Bylaw Contravention at 3470 Juriet Road – Area ‘A’.

That if a Professional Engineer’s certification is not received within three (3) weeks, staff be directed to register a Notice on title pursuant to Section 57 of the Community Charter and take the necessary legal action to ensure Lot A, Section 4, Range 6, Plan VIP81417, Cedar Land District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001” and “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”.

EMERGENCY PLANNING

Search & Rescue Establishing Bylaw No. 1552. (All Directors – 2/3)

1. *That elector assent for the participating areas be obtained by using the alternative approval process for the entire District 68 service area.*

(All Directors – One Vote)

2. *That “Southern Community Search and Rescue Contribution Service Bylaw No. 1552, 2008” be introduced for first three readings, forwarded to the Ministry of Community Services for approval and proceed through the alternative approval process to obtain assent of the electors in the Municipalities of Nanaimo and Lantzville and Electoral Areas ‘A’, ‘B’ and ‘C’.*
3. *That the attached Search and Rescue Contribution Service Electoral Response Form be approved for use with Bylaw No. 1552.*
4. *That staff be directed to begin discussions with the Arrowsmith Search and Rescue and the northern communities for the establishment of a similar contribution service for District 69.*

Emergency Management Agreement Renewal. (All Directors – Weighted Vote)

That the Emergency Management Agreement with the City of Nanaimo, the District of Lantzville, the City of Parksville, the Town of Qualicum Beach and the Qualicum, Nanoose and Snuneymuxw First Nations be renewed, as presented, for a five year term from May 1, 2008 to May 1, 2013.

PLANNING

Agricultural Advisory Committee. (All Directors – One Vote)

That this item be referred back to staff for further discussion at a Board seminar.

Boat Harbour Resort – Compliance with Policy 6C of the Regional Growth Strategy. (All Directors – One Vote)

That the proposed tourist resort at Boat Harbour meets the conditions for a destination resort as outlined in Policy 6C of the RGS.

Built Environment & Active Transportation Community Planning Grant. (All Directors – One Vote)

- 1. That the Regional District of Nanaimo Board support the submission of a full application package for a community planning grant to the Union of British Columbia Municipalities to develop an Active Transportation Plan for Electoral Area 'A'.*
- 2. That the Board authorize staff to provide overall grant and financial management.*

ENVIRONMENTAL SERVICES

LIQUID WASTE

Pump and Haul Local Service Area Amendment Bylaw No. 975.47 – Exclusion of 910 Poplar Way – Area 'F'. (All Directors – One Vote)

- 1. That the boundaries of the RDN Pump and Haul Local Service Area Bylaw 975 be amended to exclude Lot 22, DL 74, Plan 29012, Cameron District, (910 Poplar Way, Electoral Area 'F').*
- 2. That "Regional District of Nanaimo Pump & Haul Local Service Area Amendment Bylaw No. 975.47, 2008" be introduced and read three times.*

French Creek Pollution Control Centre – Stage 3 Upgrade (Phase 1B) – Bylaw No. 1554. (All Directors – Weighted Vote)

- 1. That D. Robinson Contracting Ltd. be awarded the construction phase of FCPCP Stage 3 (Phase 1B) Upgrade project – Grit Channel/Skimming Upgrade for the tendered amount of \$567,000.*

(Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote)

- 2. That Northern Community Development Cost Charge funds in the amount of \$645,105 be approved as a source of funds for this project.*

(All Directors – One Vote)

- 3. That "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1554, 2008" be introduced and read three times.*

(All Directors – 2/3)

4. That "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1554, 2008" be adopted.

UTILITIES

Nanoose Bay Peninsula Water Service Area – Well Sequencing Approach. (All Directors – One Vote)

That the Board approve the Well Sequencing approach to reduction of iron and manganese in the Nanoose Bay Peninsula Water Service Area.

San Pareil Water Service – Installation of Well Head Works – Bylaw No. 1395. (All Directors – One Vote)

That the Board authorize a drawdown of \$110,000 from the "San Pareil Water Service Security Issuing Bylaw No. 1395, 2004" for the installation of the San Pareil #3 well head works.

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Residential Food Waste Field Test Survey. (All Directors – One Vote)

That the Board receive the Residential Food Waste Collection Field Test summary and analysis of survey responses and focus group report for information.

COMMISSION, ADVISORY & SELECT COMMITTEE

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

1. That the minutes as amended, of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held April 7, 2008 be received for information.
2. That the Nanoose Bay Parents Advisory Committee playground project at Nanoose Bay Elementary School be referred to Parks Staff for review, which would include liability insurance, the overall cost of the project and ownership of the equipment once installed, and in addition should the project be deemed feasible, the Committee will revisit the issue prior to the 2009 budget process to consider funding.

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

That the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held April 21, 2008 be received for information.

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

1. *That the minutes of the District 69 Recreation Commission meeting held May 22, 2008 be received for information.*
2. *That the District 69 Recreation Commission review in the fall 2008 and winter 2009 the Ravensong Aquatic Centre expansion project and prepare a recommendation on the future of the project.*
3. *That the Regional District continue to use the Recreation and Parks Department's 15-passenger van with changes to procedures, and limitations and restrictions, as outlined in Appendix I to be written in a formal policy and procedure, and that staff continue to explore alternative modes of transportation.*

(Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote)

4. *That the following District 69 Youth and Community Recreation Grants be approved:*

Youth Recreation Grants:

Community Group	Recommended
<i>Bard to Broadway (Teen Musical Theatre)</i>	\$ 1,650
<i>District 69 Family Resource Association (Youth bus supplies)</i>	\$ 1,500
<i>Kidfest – youth events</i>	\$ 1,000
<i>One Five One – arts materials</i>	\$ 1,500
<i>Qualicum First Nation – youth event</i>	\$ 1,300

Community Recreation Grants:

Community Group	Recommended
<i>Bard to Broadway (Pacific Vocal Institute)</i>	\$ 1,650
<i>Building Learning Together (WOW Bus Supplies)</i>	\$ 800
<i>Coombs Candy Walk</i>	\$ 1,500
<i>Family Resource Association – Family Days</i>	\$ 1,500
<i>District 69 Mixed Orthodox League (Team equipment/uniforms)</i>	\$ 1,000
<i>Oceanside Ebhtide Slo-Pitch (Equipment)</i>	\$ 1,000
<i>Parksville Curling Club (Equipment for Special Olympics & Beginner Clinics)</i>	\$ 1,145
<i>Parksville Seniors Athletic Group – Equipment</i>	\$ 1,000
<i>Qualicum Beach Museum (Harvest Festival/Children's Museum Day)</i>	\$ 950
<i>Qualicum Beach Seedy Saturday (Cloth grocery bags)</i>	\$ 1,000

5. *That that Community Grant in Aid request received from The Nature Trust of BC, Brant Wildlife Festival in the amount of \$1,500, be deferred to the 2009 Grant in Aid program.*
6. *That the Building Learning Together Community Grant in Aid request in the amount of \$2,500 be received, and that a Transportation Plan be submitted to the District 69 Recreation Commission prior to final approval of the grant request.*
7. *That the Community Grant in Aid request Building Learning Together for Goosetrax in the amount of \$1,500 to purchase swim/skate program passes be denied, as the swim/skate passes have already been donated to the organization through a separate request.*

(All Directors – One Vote)

8. *That staff prepare a Memorandum of Understanding with the Lighthouse Recreation Commission on the provision of Recreation Services in Electoral Area 'H'.*

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Proposed Memorandum of Understanding for Evacuation and/or Civil Emergency. (All Directors – One Vote)

That the proposal from the Nanaimo Correctional Centre for a memorandum of understanding for evacuation and/or civil emergency at the Correctional Centre be referred back to staff for further information.

RISE AND REPORT

Wind Farm Proposal – 707 Acre Community Park – Area 'B'. (All Directors – One Vote)

That the request from Zero Emission Energy Development to investigate and develop a wind farm on the 707 acre Electoral Area 'B' Community Parkland on Gabriola Island be denied.

K. Zakreski, Gabriola Radio Society, re Tower at 707 Acre Community Park – Area 'B'. (All Directors – One Vote)

That the request from the Gabriola Radio Society to erect a tower in the 707 community park on Gabriola Island, be denied.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Selection Committee Appointments (verbal). (All Directors – One Vote)

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

44-46 Minutes of the Electoral Area ‘H’ Parks and Open Space Advisory Committee meeting held May 22, 2008. (for information)

That the Regional District request that the Ministry of Transportation retain a minimum six metre wide Easement/Right of Way for potential pedestrian and public use, on the portion of Fowler Road adjacent to Lot 23, District Lot 81, Newcastle Land District, Plan 1967 when considering the Road Closure request.

8. ADMINISTRATOR’S REPORTS

47-50 **Extension Fire Protection Service Area Boundary Amendment Bylaw No. 1439.02 – Inclusion of Properties on Kelsie & Richardson Roads – Area ‘C’.** (All Directors – One Vote)

51-57 **Meadowood Fire Protection Service Loan Authorization Amendment Bylaw No. 1510.01.** (All Directors – One Vote)

58-65 **Yellowpoint Waterloo Protection Service Area Amendment Bylaw No. 1388.01 & Loan Authorization Bylaw No. 1549.** (All Directors – One Vote)

Cranberry Fire Protection Lease & Transfer Agreement. (All Directors – Weighted Vote) (to be circulated)

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

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

Lee, Clair

Subject: FW: MCSEEDS Society

From: MCSEEDS Society [mailto:mcseeds@shaw.ca]
Sent: Tuesday, May 06, 2008 11:55 AM
To: Burgoyne, Linda
Cc: 'LEE-ANN DORE'
Subject: MCSEEDS Society

Tuesday, May 06, 2008

Attention: Claire Lee

Hi, My Name is Lee-Anne Dore and I am the Executive Director of the MCSEEDS Society.

The MCSEEDS Society began on April 26, 2007. MCSEEDS is looking to begin a producing agriculture therapeutic community for people with barriers for Nanaimo and extended communities. We have a philanthropist who has started a foundation for our society, and has offered to buy us a farm. We have been looking at farmland for over one year. WE are looking at farms from 35 to 100 acres in the Nanaimo area.

The MCSEEDS Society would like the opportunity to do a presentation to the RDN at their board meeting on June 24, 2008. Our presentations are under 10 minutes allowing a few minutes for questioning.

Please feel free to contact me for any information that is required. Our office hours are Tuesday to Friday 9:30 to 4:30.

Peace and power up,

Lee-Anne Dore.

Lee-Anne Dore CHT, BA, CGEEC
Executive Director/Project Coordinator
MCSEEDS Society and
MCSEEDS for People with Barriers Society
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Nanaimo BC V9R 5G3
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www.mcseeds.org

07/05/2008

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MAY 27, 2008, AT 7:03 PM IN THE
RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director B. Sperling	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Alternate	
Director J. Cameron	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Manhas	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director M. Unger	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

The Chairperson welcomed Alternate Director Cameron to the Board meeting.

DELEGATIONS

Oceanside Development & Construction Association, re Sanitary Sewer Development Cost Charge Bylaw.

Ms. Helen Sims raised concerns from the Oceanside Development & Construction Association regarding the development cost charge rate process with respect to multi-family units, and the assist policy for low income developments and urged that staff meet with Oceanside Development & Construction Association as well as other development groups affected by the DCC bylaw, and allow for public meetings and/or a public hearing prior to the bylaw coming into effect.

BOARD MINUTES

MOVED Director McNabb, SECONDED Director Cameron, that the minutes of the regular Board meeting held April 22, 2008 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

A. Tully, Oceanside Tourism Association, re Support for “Eligible Entity” Status.

MOVED Director Bestwick, SECONDED Director Young, that the correspondence from the Oceanside Tourism Association requesting a letter of support as part of their application to the Province for “Eligible Entity” status be received.

CARRIED

W. Worland, Arrowsmith Agriculture Association, re Recreational Building & Emergency Disaster Centre – Area ‘F’.

MOVED Director Bestwick, SECONDED Director Young, that the correspondence from the Arrowsmith Agriculture Association requesting financial support for their disaster relief shelter/community activities building construction project be received.

CARRIED

UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 813.42.

MOVED Director Korpan, SECONDED Director Herle, that “French Creek Sewer Local Service Area Amendment Bylaw No. 813.42, 2008” be adopted.

CARRIED

Bylaw No. 889.48.

MOVED Director Unger, SECONDED Director Westbroek, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.48, 2008” be adopted.

CARRIED

Bylaw No. 500.345.

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.345, 2007” be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Biggemann, that the minutes of the Electoral Area Planning Committee meeting held May 13, 2008 be received for information.

CARRIED

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60710 – Williamson – 5169 Gainsberg Road – Area ‘II’.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. 60710, to permit the construction of a residential dwelling on the property legally described as Lot C, District Lot 27, Newcastle District, Plan 21952, and designated within the Environmentally Sensitive Features for Watercourse Protection and Fish Habitat Protection Development Permit Areas pursuant to “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Bylaw No. 1335, 2003”, be approved subject to the conditions outlined in Schedules No. 1 to 6.

CARRIED

Development Permit Application No. 60813– Graham – 1566 River Crescent – Area ‘G’.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit Application No. 60813, for an addition to a residential accessory building on the subject property legally described as Lot 13, District Lot 28, Nanoose District, Plan 22685, municipally known as 1566 River Crescent, be approved subject to the conditions outlined in Schedules No. 1 to 4.

CARRIED

Development Permit Application No. 60818 – Fern Road Consulting Ltd., on behalf of Forevergreen Properties Ltd. – Inland Island Highway & off Coldwater Road – Area ‘G’.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. 60818, submitted by Fern Road Consulting Ltd., on behalf of Forevergreen Properties Ltd., in conjunction with the subdivision of the parcel legally described as Lot A, Block 1438, Nanoose District, Plan VIP64704, Except Plan VIP78701 and designated within the Inland Island Highway Development Permit Area, be approved subject to the conditions in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

Development Permit Application No. 60821 – Fern Road Consulting Ltd., on behalf of Sturlis – 1253 Prestwick Place – Area ‘G’.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. 60821, for the construction of a single dwelling unit, on the subject property legally described as Lot 26, District Lot 126, Nanoose District, Plan VIP69272, be approved subject to the conditions outlined in Schedules No. 1 to 4 of the corresponding staff report.

CARRIED

OTHER

Request to Discharge a Section 219 Covenant – Grimes – 2405 & 2393 Morland Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director Bartram, that the request from Joseph Grimes to discharge the section 219 covenant concerning no further subdivision in conjunction with the parcels legally described as Lots 4 and 5, Both of Section 12, Range 2, Cedar District, Plan VIP75931, be approved subject to the conditions set out in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director McNabb, SECONDED Director Bestwick, that the minutes of the Committee of the Whole meeting held May 13, 2008 be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

F. Bates, Comox Valley Regional District, re Comox Valley Regional District Regional Growth Strategy.

MOVED Director McNabb, SECONDED Director Manhas, that the correspondence from the Comox Valley Regional District regarding their Regional Growth Strategy be received.

CARRIED

D. Davidge, Friends of French Creek Conservation Society, re French Creek Wastewater Facility.

MOVED Director Holdom, SECONDED Director Herle, that the correspondence from the Friends of the French Creek Conservation Society regarding the proposed uncapping of wells located adjacent to French Creek be received.

CARRIED

Gabriola Land Conservancy, re Gabriola Community Park (707).

MOVED Director Sperling, SECONDED Director Bartram, that the correspondence from the Gabriola Land Conservancy regarding the terms under which the Gabriola Community Park (707) was transferred to the Regional District, be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Regional District Annual Report (Audited Financial Statements).

MOVED Director Westbroek, SECONDED Director Holdom, that the 2007 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.

CARRIED

2007 Statement of Financial Information.

MOVED Director Westbroek, SECONDED Director Sperling, that the 2007 *Financial Information Act* report be received and approved and be forwarded to the Ministry of Community Services.

CARRIED

2007 Report – Directors & Committee Members' Remuneration & Expenses.

MOVED Director Westbroek, SECONDED Director Manhas, that the 2007 report on remuneration and expenses for Board and Committee members be received.

CARRIED

Property Tax Exemption – Mt. Arrowsmith Regional Park – Bylaw No. 1548.

MOVED Director Westbroek, SECONDED Director Biggemann, that "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1548, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Biggemann, that "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1548, 2008" be adopted.

CARRIED

Dashwood Fire Protection Local Service Area Amendment Bylaw No. 964.04 – Meadowood – Area 'F'.

MOVED Director Biggemann, SECONDED Director Korpan, that "Dashwood Fire Protection Local Service Area Amendment Bylaw No. 964.04, 2008" be introduced and read three times.

CARRIED

Electoral Areas Community Works Funds.

MOVED Director Bartram, SECONDED Director Herle, that the projects eligible under the Community Works component of the Gas Tax program outlined on the attachments to this report be endorsed as presented and that the 2008 budget be amended to include new projects identified for 2008.

CARRIED

Regional Growth Management Service Establishing Bylaw No. 1553.

MOVED Director McNabb, SECONDED Director Sperling, that "Regional Growth Strategy Service Establishing Bylaw No. 1553, 2008" as amended to include 100% participation by Electoral Area 'B', be introduced and read three times and be forwarded to the Ministry of Community Services for approval.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Bylaw Contravention – 793 Terrien Way – Area 'G'.

MOVED Director Bartram, SECONDED Director Burnett, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and should the outstanding bylaw contraventions not be resolved within ninety (90) days, that legal action be pursued to ensure Lot 26, District Lot 1, Nanoose District, Plan 29928, is in compliance with the "Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001".

CARRIED

Notice of Bylaw Contravention – 3182 Dolphin Drive – Area 'E'.

MOVED Director Holme, SECONDED Director Korpan, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and should the outstanding bylaw contraventions not be resolved within thirty (30) days, that legal action be pursued to ensure Lot 60, District Lot 78, Plan VIP14275, Nanoose District, is in compliance with the "Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001".

CARRIED

EMERGENCY PLANNING

District of Lantzville Emergency Management Service Agreement.

MOVED Director Haime, SECONDED Director Biggemann, that the Emergency Planning Service Agreement between the Regional District of Nanaimo and the District of Lantzville for Emergency Planning be approved.

CARRIED

PLANNING**Built Environment and Active Transportation Community Planning Grant.**

MOVED Director McNabb, SECONDED Director Holdom, that the Regional District of Nanaimo Board authorize staff to proceed with submitting an expression of interest to the Union of British Columbia Municipalities for the purpose of applying for funding under the Built Environment and Active Community Planning Grant Program to develop an active transportation plan as part of the Electoral Area 'A' Official Community Plan review.

CARRIED

Green Building Policy for RDN Facilities.

MOVED Director Holdom, SECONDED Director Bartram, that the Regional District of Nanaimo adopt the "Green Building Policy for RDN Facilities".

CARRIED

ENVIRONMENTAL SERVICES**LIQUID WASTE****Cogeneration Project – Greater Nanaimo Pollution Control Centre.**

MOVED Director McNabb, SECONDED Director Burnett, that the report on the cogeneration project at Greater Nanaimo Pollution Control Centre be received for information.

CARRIED

Application for Development Cost Charge Reduction – Parksville Lions.

MOVED Director Holme, SECONDED Director Herle, that staff be directed to develop a policy to respond to future requests for waivers of development cost charges in the Regional District.

CARRIED

MOVED Director Holme, SECONDED Director Herle, that the Board grant a 50% exemption of the Northern Community Sewer Development Cost Charges for the Parksville Lions supportive living housing development at 205 East Jensen Avenue, Parksville, BC.

CARRIED

Greater Nanaimo Pollution Control Centre Operations Building – Southern Community Development Cost Charge Reserve Fund Expenditure Bylaw No. 1551.

MOVED Director McNabb, SECONDED Director Korpan, that Saywell Contracting Ltd. be awarded the construction phase of the GNPCC new operations building project for the tendered amount of \$1,297,514.60.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that Southern Community Development Cost Charge funds in the amount of \$698,607 be approved as a source of funds for this project.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that "Southern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1551, 2008" be introduced and read three times.

CARRIED

MOVED Director Korpan, SECONDED Director Burnett, that "Southern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1551, 2008" be adopted.

CARRIED

UTILITIES

Infrastructure Planning (Study) Grant Application.

MOVED Director Bartram, SECONDED Director Unger, that the Board support the application to the Ministry of Community Services for an Infrastructure Planning (Study) Grant for the Drinking Water Watershed Protection Action Plan Communications Plan.

CARRIED

French Creek Sewer Local Service Area Amendment Bylaw No. 813.43 & Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.49 – Inclusion of 537 Johnstone Road – Area 'G'.

MOVED Director Westbrook, SECONDED Director Herle, that capital charge fees as outlined in "French Creek Sewer Service Area Capital Charge Bylaw No. 1330, 2003" be collected from the owners of the property at 537 Johnstone Road.

CARRIED

MOVED Director Westbrook, SECONDED Director Holme, that capital charge fees as outlined in "Northern Community Sewer Local Service Area Capital Charge Bylaw No. 1331, 2003" be collected from the owners of the property at 537 Johnstone Road.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that "French Creek Sewer Local Service Area Amendment Bylaw No. 813.43, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.49, 2008" be introduced and read three times.

CARRIED

RECREATION AND PARKS SERVICES

PARKS

Rotary Bowl Resurfacing Project.

MOVED Director McNabb, SECONDED Director Bestwick, that the Regional Board approve, in principle, the Nanaimo & District Track & Field Club and School District 68 fundraising campaign "Help Us Stay on Track" providing that Rotary Bowl becomes a multi-use facility.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Contract Extension – Bird Control at Regional Landfill.

MOVED Director Manhas, SECONDED Director McNabb, that the Board award a two year contract extension to Pacific Northwest Raptors for bird control services at the Regional Landfill effective May 1, 2008 at a cost of \$401,568.00.

CARRIED

Regional Landfill Cell One Remediation Capital Project.

MOVED Director McNabb, SECONDED Director Manhas, that the Board proceed to tender for the remediation of storm water management and leachate collection systems in Cell One of the Regional Landfill and award the associated engineering services to XCG Consultants Ltd.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

Electoral Area ‘A’ Parks and Green Space Advisory Committee.

MOVED Director Burnett, SECONDED Director Korpan, that the minutes of the Electoral Area ‘A’ Parks and Green Space Advisory Committee meeting held March 20, 2008 be received for information.

CARRIED

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

MOVED Director Bartram, SECONDED Director McNabb, that the minutes of the Electoral Area ‘H’ Parks and Open Space Advisory Committee meeting held March 27, 2008 be received for information.

CARRIED

Intergovernmental Advisory Committee.

MOVED Director Holdom, SECONDED Director Korpan, that the minutes of the Intergovernmental Advisory Committee meeting held April 9, 2008 be received for information.

CARRIED

Grants-in-Aid Advisory Committee.

MOVED Director Young, SECONDED Director Herle, that the minutes of the Grants-in-Aid Advisory Committee meeting held May 6, 2008 be received for information.

CARRIED

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

School District 68 Grants:

Cedar Community Policing	\$	1,175
Cedar Schools & Community Enhancement Society	\$	800
Jonanco Hobby Workshop	\$	450
Nature Trust of BC	\$	500

CARRIED

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

School District 69 Grants:

Building Learning Together – Project Literacy	\$	1,200
Forward House Community Society	\$	1,000
Lighthouse Country Marine Rescue Society	\$	3,500
Nature's Trust	\$	500
Oceanside Volunteer Association	\$	1,000
Parksville & District Association for Community Living	\$	1,700

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

French Creek Water Conservation.

MOVED Director Korpan, SECONDED Director Bestwick, that the Regional District of Nanaimo contact the Ministry of Environment and oppose any further licenses for water extraction from wells that affect French Creek.

CARRIED

BC Meat Regulations on Slaughter Capacity in the RDN.

MOVED Director Biggemann, SECONDED Director McNabb, that the Board request that UBCM work with the Province and Federal regulatory authorities to find a way to maintain and encourage the production of local small scale meat and poultry operations on Vancouver Island.

CARRIED

NEW BUSINESS

Relief Policy for Residents for Solid Waste Removal.

MOVED Director Herle, SECONDED Director Holdom, that the RDN staff be directed to prepare options for the Board's review for a policy to provide relief for the extra costs of solid waste removal for persons that have medical issues.

CARRIED

Regional Sustainability Implications.

MOVED Director Bartram, SECONDED Director Herle, that all appropriate staff reports to this Board include an assessment titled "Regional Sustainability Implications" of the proposed alternatives and staff recommendations, just as today the appropriate reports include a section on Financial Implications.

MOVED Director Westbroek, SECONDED Director Bartram, that the motion begin with the following:

"That given it is the stated goal of this Board to develop the Regional District of Nanaimo into a socially, economically, environmentally and culturally healthy regional where residents meet their needs without compromising the ability of future residents to do the same,"

CARRIED

The question was called on the main motion as amended.

The motion CARRIED.

COMMISSIONS

Electoral Area 'A' Recreation and Culture Commission.

MOVED Director Burnett, SECONDED Director McNabb, that the minutes of the Electoral Area 'A' Recreation and Culture Commission meeting held May 14, 2008 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that the Electoral Area 'A' Grant-in-Aid Program be approved as presented in Appendix 1.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that the Electoral Area 'A' 2008 Budget be amended to include the allocation of \$10,000 to the new Grant-in-Aid Program from the approved \$76,500 tax requisition.

CARRIED

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Regional Parks and Trails Advisory Committee.

MOVED Director McNabb, SECONDED Director Manhas, that the minutes of the Regional Parks and Trails Advisory Committee meeting held May 6, 2008 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the Regional District enter into a Fire Control Cost Sharing Agreement with the Ministry of Forest Fire Protection Branch and to develop a Fire Management Plan for the Applicable Regional and Community Parks in early 2009.

CARRIED

Transit Select Committee.

MOVED Director Manhas, SECONDED Director Holdom, that the minutes of the Transit Select Committee meeting held May 15, 2008 be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that the Board receive the report on Public Transit Agreement and Public Transit Infrastructure Program Grants for information.

CARRIED

MOVED Director McNabb, SECONDED Director Manhas, that staff be requested to prepare a report on a pilot project to establish an express transit service from District 69 to the BC Ferries.

CARRIED

MOVED Director McNabb, SECONDED Director Bestwick, that staff be requested to prepare a report on the costs of increasing transit service in the City of Parksville.

CARRIED

ADMINISTRATOR'S REPORTS

Development Variance Permit Application No. 90807 – Francis – 2293 East Island Highway – Area 'E'.

MOVED Director Holme, SECONDED Director Bestwick, that the report regarding Development Variance Permit Application No. 90807 be received for information.

CARRIED

Unightly Premise – 2401 Collins Crescent – Area 'E'.

MOVED Director Holme, SECONDED Director Bartram, that the Board direct the owner of the above-noted property to remove from the premises those items as set out in the attached resolution within fourteen (14) days, or the work will be undertaken by the Regional District's agents at the owners' cost.

CARRIED

Appointment of Bylaw Enforcement Officer.

MOVED Director Burnett, SECONDED Director Korpan, that Mr. Brian Allan Brack be appointed as a Bylaw Enforcement Officer pursuant to "Regional District of Nanaimo Bylaw Enforcement Officers Bylaw No. 857, 1992", for the purpose of enforcing Regional District of Nanaimo bylaws and regulations.

CARRIED

The Chairperson took this opportunity to introduce Mr. Brack to the Board.

Cedar Road LFG Third Amending Agreement.

MOVED Director Holdom, SECONDED Director McNabb, that the Board enter into a Consent Agreement with the Canadian Imperial Bank of Commerce.

CARRIED

MOVED Director Holdom, SECONDED Director McNabb, that the Board approve the Third Amending Agreement with Cedar Road LFG Inc.

CARRIED

Award of Tender – Tractor Loader at Regional Landfill.

MOVED Director McNabb, SECONDED Director Holdom, that Finning (Canada) Ltd. be awarded the supply and financing of a Caterpillar 963D track loader and the General Manager, Finance & Information Services be authorized to execute a four year lease/sale back agreement with an approximate net value of \$256,968.

CARRIED

ADDENDUM

COMMISSION, ADVISORY & SELECT COMMITTEE

East Wellington and Pleasant Valley Parks and Open Space Advisory Committee.

MOVED Director Young, SECONDED Director Burnett, that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held May 5, 2008 be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Oceanside Tourism Association – Support for “Eligible Entity” Status.

MOVED Director Holme, SECONDED Director McNabb, that a letter be provided to the Oceanside Tourism Association which supports Oceanside Tourism Association’s application for “Eligible Entity” status under the *Hotel Room Tax Act*.

CARRIED

NEW BUSINESS

Electoral Area ‘G’ Parks and Open Space Advisory Committee.

MOVED Director Bartram, SECONDED Director Herle, that Aileen Fabris be appointed to the Electoral Area ‘G’ Parks and Open Space Advisory Committee for a term ending December 31, 2009.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 7:42 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



RDN			
CAO	<input checked="" type="checkbox"/>	GMF&IS	
GMDS		GMR&PS	<input checked="" type="checkbox"/>
GMES		GMTS	
JUN 06 2008			
SMCA			
CHAIR		BOARD	<input checked="" type="checkbox"/>
<i>Corissa [Signature]</i>			
<i>CPC agenda</i>			

June 2, 2008

Mr. Joe Stanhope, Chair
and Members of the Board
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Dear Chair Stanhope and Board Members:

I am writing to request your comments on the LocalMotion and Towns for Tomorrow initiatives, both of which were introduced following the 2006 Union of British Columbia Municipalities Convention.

LocalMotion provides local governments with funding assistance for capital projects that make communities greener, healthier and more active and accessible places in which to live. This program provides funding for projects that:

- encourage people to get out and be more active;
- support a reduction in car dependency and associated greenhouse gas emissions; and
- meet the mobility needs of seniors and people with disabilities.

Funding of \$40 million over 4 years provides grants of up to \$1 million per local government per year to help build bike paths, walkways and greenways, and build seniors-friendly and disability-friendly communities.

Towns for Tomorrow was designed to enable British Columbia's smaller communities to improve their local infrastructure and become even better places to live and work. Funding of \$21 million over 3 years provides 80 percent of project costs, to a maximum grant of \$400,000. Eligible communities are municipalities with a population under 5,000, and the Central Coast Regional District. Projects are evaluated on the basis of:

- contribution made to community greenhouse gas emissions reductions;
- improved public and environmental health;
- advancing ActNow BC's principle of being more physically active; and
- building seniors-friendly and disability-friendly communities.



The Province of British Columbia (Province) is now in the second year of these programs, and local governments have had experience with two rounds of grant applications. What is working and what needs to be changed? We would appreciate your comments on all aspects of these programs. Please advise, at the following address, of how you have been able to use the programs and how the Province can make them work better for local governments:

Honourable Ida Chong
Minister of Community Services
PO Box 9056 Stn Prov Govt
Victoria, BC V8W 9E2

Thank you, in advance, for your comments and suggestions.

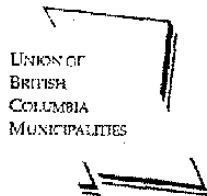
Sincerely,



Gordon Campbell
Premier



Ida Chong, FCGA
Minister



UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
by LBCM

Funding provided by:
Province of B.C.



BRITISH
COLUMBIA

The Best Place on Earth

For program
information, visit

www.civicnet.bc.ca
under
Programs & Services

Local Government
Program Services

LGPS Secretariate

Municipal House
545 Superior St
Victoria BC V8V 1T7

Phone: 250 356-5134
Fax: 250 356-5119

Local Government Program Services

...programs to address provincial-local government shared priorities

June 2, 2008

Chair Joe Stanhope and Board,
Regional District of Nanaimo,
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

RDN		
CAO	GMF&IS	✓
GMDS	GMR&PS	✓
GMES	CMTS	
JUN 06 2008		
SMCA		
CHAIR	BOARD	✓
Conf.		

RE: COMMUNITY TOURISM PROGRAM (PHASE 2)
E & N RAIL FEASIBILITY STUDY

Dear Chair Stanhope and Board:

I am pleased to advise that your application for funding through Phase 2 of the Community Tourism granting program for the above-noted project is now approved in the amount of \$221,936.08.

With the amount set aside for this project, there is no remaining funding available in your allocation for future Phase 2 programming.

A cheque for \$ 166,452.06, representing 75% of the approved grant amount, will follow. Acceptance of this grant indicates agreement to the terms and conditions of Program, as per section 6.0 of the Program and Application Guide.

The balance will be forwarded on receipt of a satisfactory final report. UBCM is administering this program, and funding has been provided by the Province of British Columbia.

Reporting must be completed before final payment is provided by UBCM, and the reporting must demonstrate that the funding was used to improve tourism activity in the community. This report may contain but not be limited to the following:

- A description of the completed project;
- Statistical data around number of visits or anticipated visitor traffic based on enhanced services or available activities;
- Projected revenues;
- Quantity of products produced; and
- Anecdotal information or media clippings.

A progress report is due 12 months after funding is received if project is not complete.

.../2

In addition, a statement from the Chief Financial Officer, verifying the total cost of the project is also required. Where applicable, this statement should also identify other contributions such as "in-kind", matching funding, or other revenue sources required to complete this project. The balance of funding will be paid on receipt of a satisfactory reporting package.

If you have any questions or concerns, or wish to vary your project in any way, please contact Sue Clark, Program Officer, at 250 356-5134.

We wish you every success with your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Sue Clark", written in a cursive style.

Sue Clark
Program Officer

PC: Wendy Marshall, Manager of Parks and Services



RECEIVED
 JUN 18 2008
 REGIONAL DISTRICT
 of NANAIMO

C.V.R.D

June 16, 2008

File No.: 7200-20-NOR

Ms. Nancy Avery
 General Manager,
 Finance & Information Services
 Regional District of Nanaimo
 6300 Hammond Bay Road
 NANAIMO, BC V9T 6N2

CAO		GMF&IS	
GMDS		GMR&PS	
GMES		GMTS	
JUN 18 2008			
SMCA			
CHAIR		BOARD ✓	
<i>Car</i>			

Dear Ms. Avery:

Re: Your Letter of May 20, 2008 - Temporary Use of Firefighting Vehicles

Your referenced letter requested that the Cowichan Valley Regional District (CVRD) consider granting the RDN the temporary use of firefighting vehicles while the RDN secures alternate vehicles for placement at the Hallberg Road firehall.

An internal review was conducted by the North Oyster Fire Department and Fire Commission prior to the CVRD Board decision "not to sell any apparatus, equipment, inventory or any materials from the North Oyster Volunteer Fire Department at this time". The review indicated that there is a need to maintain all apparatus and equipment to ensure the Fire Department is able to provide the level of fire protection the North Oyster community has grown to expect.

Your request was discussed with the Fire Chief and Fire Commission. For the reasons stated above, it has been confirmed that the North Oyster Fire Department is unable to accommodate your request.

Sincerely,

Daniel J. Derby
 Manager, Protective Services

DD/bw

copy: Director Mary Marcotte, Electoral Area H North Oyster/Diamond
 North Oyster VFD Fire Chief Jason de Jong
 North Oyster Fire Protection Service Commission

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Cowichan Valley Regional District
 175 Ingram Street
 Duncan, British Columbia V9L 1N8

Toll Free: 1 800 665 3955
 Tel: (250) 746 - 2500
 Fax: (250) 746 - 2513

cowichan
 www.cvrd.bc.ca

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, JUNE 10 2008, AT 6:00 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director D. Bartram	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director J. Stanhope	Electoral Area G

Also in Attendance:

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

DELEGATIONS

Sylvain Giroux, Lyons & Noble Developments Ltd., re Development Variance Permit Application No. 90806 – 3790 Mallard Place – Area ‘E’.

Mr. Giroux made himself available for questions from the Committee, and noted that he had a copy of the certificate showing the old building and its previous location if the Committee required it.

MINUTES

MOVED Director Holme, SECONDED Director Burnett, that the minutes of the Electoral Area Planning Committee meeting held May 13, 2008 be adopted.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Zoning Amendment Bylaw No. 500.346 – Electoral Area ‘G’ Official Community Plan Implementation.

MOVED Director Stanhope, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008” be given 1st and 2nd reading.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that staff hold an Open House prior to the Public Hearing.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008” proceed to a Public Hearing.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that the Public Hearing on the amended "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.346, 2008" be delegated to Director Stanhope or his alternate.

CARRIED

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60820 & Request for Relaxation – Fern Road Consulting Ltd., on behalf of Deas – Leon Road – Area ‘H’.

MOVED Director Holme, SECONDED Director Burnett, that Development Permit Application No. 60820, submitted by Fern Road Consulting Ltd., on behalf of J. Deas, in conjunction with the subdivision of the parcels legally described as Lots C and D, Both of District Lot 19, Newcastle District, Plan VIP77157 and designated within the Environmentally Sensitive Features Development Permit Area, be approved subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that the request for relaxation of the minimum 10% frontage requirement for the proposed Lot 2, as shown on the plan of subdivision of Lots C and D, Both of District Lot 19, Newcastle District, Plan VIP77157, be approved subject to the conditions set out in Schedule No. 1 of the corresponding staff report.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90809 – Lylyk – 3980 Bovanis Road – Area ‘H’.

MOVED Director Biggemann, SECONDED Director Young, that Development Variance Permit Application No. 90809 to construct a single family dwelling located at Lot 12, District Lot 85, Newcastle District, Plan 23173, be approved subject to the conditions outlined in Schedules No. 1 to 5 and the notification requirements of the *Local Government Act*.

CARRIED

Development Variance Permit Application No. 90806 – Mardaga – 3790 Mallard Place – Area ‘E’.

MOVED Director Holme, SECONDED Director Stanhope, that Development Variance Permit Application No. 90806, to permit the construction of a residential dwelling and accessory building with a minimum setback from the natural boundary of the sea of 9.6 m on the property legally described as Lot 22, District Lot 78, Nanoose District, Plan 28595, be approved subject to the conditions outlined in Schedules No. 1 to 3 and the notification requirements of the *Local Government Act*.

CARRIED

OTHER

Request for Relaxation – JE Anderson, BCLS on behalf of J. Arthur & B. Diablo Arthur – Caledonia, Sontera & Bratt Roads – Area ‘A’.

MOVED Director Burnett, SECONDED Director Young, that the request to relax the minimum 10% frontage requirement for Proposed Lot 2, submitted by JE Anderson, BCLS on behalf of J. Arthur and B. Diablo Arthur, in conjunction with the proposed subdivision of Lot 1, Sections 11 & 12, Ranges 6 & 7, Cranberry District, Plan VIP72470, be approved.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:13 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, JUNE 10, 2008 AT 7:00 PM IN THE RDN BOARD CHAMBERS

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director B. Sperling	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director S. Herle	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Alternate	
Director J. Cameron	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Manhas	City of Nanaimo
Alternate	
Director L. Sherry	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. McNabb	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

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

DELEGATIONS

Thomas Mackey, Nanaimo Correctional Centre, re Proposed Memorandum of Understanding for Evacuation and/or Civil Emergency.

Mr. Mackey provided an overview of the Nanaimo Correctional Centre's ability to sustain itself within the complex in the case of many types of emergency and the need for an evacuation process in the case of emergencies which would require that the complex be evacuated and the inmates and staff transported to a suitable temporary location.

Kevin McNeill & Chris Fernandez, Nanaimo Search & Rescue, re Proposed Search & Rescue Bylaw.

Mr. McNeill, NSAR member, and Mr. Fernandez, RCMP emergency liaison, spoke in favour of the proposed Search and Rescue Establishing Bylaw No. 1552.

Dr. John Peirce, Gabriola Land Conservancy & Gabriola Land and Trails Trust, re Management Planning for 707 Acre Park – Area ‘B’.

Dr. Peirce spoke on the importance of a management plan for 707 Acre Park on Gabriola Island, and requested that the Board allocate funds to complete a management plan this year if at all possible, or the beginning of 2009 at the latest.

Tom Kendall, Decourey Island Community Association, re Boat Harbour Proposal.

Mr. Kendall spoke in favour of the proposed Boar Harbour development and noted the continued need for an accessible marina and public boat launch.

Doug McLennan, re Board Harbour Proposal.

Mr. McLennan, representing the four properties on the escarpment adjacent to the proposed Board Harbour development, raised his concerns with the development not meeting the criteria for the Electoral Area ‘A’ Official Community Plan or the Regional Growth Strategy.

Townline Ventures, re Boat Harbour Proposal.

Mr. Lowden provided an update with respect to Townline Ventures’ Boat Harbour proposal which included addressing many concerns raised by the Board, staff and the residents at the Committee of the Whole meeting held October 9, 2007.

LATE DELEGATION

MOVED Director Westbroek, SECONDED Director Holme, that a late delegation be permitted to address the Committee.

CARRIED

Amos Wheeler, re Garbage & Recycling Fees.

Mr. Wheeler was not in attendance.

MINUTES

MOVED Director Westbroek, SECONDED Director McNabb, that the minutes of the Committee of the Whole meeting held May 13, 2008 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

T. Scott, Boat Harbour & Area Residents Committee, re Boat Harbour Proposal.

MOVED Director Westbroek, SECONDED Director McNabb, that the correspondence from the Boat Harbour & Area Residents Committee regarding the proposed Boat Harbour project, be received.

CARRIED

CORPORATE ADMINISTRATION SERVICES

COMMUNICATIONS

Public Consultation/Communication Framework.

MOVED Director Holme, SECONDED Director Westbrook, that the amended Public Consultation/Communication Framework be approved.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Nanaimo Regional Hospital District Borrowing Bylaw Nos. 144 (Renal Project), 145 (Emergency Department Redevelopment) and 146 (Boiler Plant Upgrade).

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Renal Project) Borrowing Bylaw No. 144, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Renal Project) Borrowing Bylaw No. 144, 2008" be adopted.

CARRIED

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Emergency Department Redevelopment) Borrowing Bylaw No. 145, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Emergency Department Redevelopment) Borrowing Bylaw No. 145, 2008" be adopted.

CARRIED

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Boiler Plant Upgrade) Borrowing Bylaw No. 146, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Manhas, that "Nanaimo Regional Hospital District (NRGH Boiler Plant Upgrade) Borrowing Bylaw No. 146, 2008" be adopted.

CARRIED

Quarterly Financial Statements.

MOVED Director Holdom, SECONDED Director Bartram, that the summary report of financial results from operations to April 30, 2008 be received for information.

CARRIED

Bow Horn Bay Fire Protection Local Service Area Amendment Bylaw No. 1385.03.

MOVED Director Bartram, SECONDED Director Burnett, that "Bow Horn Bay Fire Protection Local Service Area Amendment Bylaw No. 1385.03, 2008" be introduced and read three times.

CARRIED

Temporary Storage of Firefighting Vehicles (Meadowood).

MOVED Director Biggemann, SECONDED Director Young, that the General Manager, Finance & Information Services and the Senior Manager, Corporate Administration, execute a lease for the purpose of storing firefighting vehicles and equipment, between the Regional District of Nanaimo and Pat and Janis McPhalen, with respect to a building located at 1897 Galvin Place, at a monthly cost of \$375 as outlined in this report.

CARRIED

DEVELOPMENT SERVICES**BUILDING & BYLAW****Notice of Bylaw Contravention – 2835 Shady Mile Way – Area ‘C’.**

MOVED Director Young, SECONDED Director Burnett, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and take the necessary legal action to ensure Lot 11, Section 15, Range 4, Plan VIP68509, Mountain District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

CARRIED

Notice of Bylaw Contravention – 1995 Walsh Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director McNabb, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and take the necessary legal action to ensure Lot 3, Section 16, Range 8, Plan 25384, Cranberry District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

CARRIED

Notice of Bylaw Contravention – 2161 Walsh Road – Area ‘A’.

MOVED Director Burnett, SECONDED Director Holme, that staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and should the outstanding bylaw contraventions not be resolved within ninety (90) days, that legal action be pursued to ensure Lot 1, Section 16, Range 1, Plan 47095, Cedar Land District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001”.

CARRIED

Notice of Bylaw Contravention – 3470 Juriet Road – Area ‘A’.

Mr. Ken Gregory assured the Committee that he is in the process of obtaining the necessary structural certification to demonstrate the building is safe for use.

MOVED Director Burnett, SECONDED Director McNabb, that if a Professional Engineer’s certification is not received within three (3) weeks, staff be directed to register a Notice on title pursuant to Section 57 of the *Community Charter* and take the necessary legal action to ensure Lot A, Section 4, Range 6, Plan VIP81417, Cedar Land District, is in compliance with “Regional District of Nanaimo Building Regulations & Fees Bylaw No. 1250, 2001” and “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”.

CARRIED

EMERGENCY PLANNING**Search & Rescue Establishing Bylaw No. 1552.**

MOVED Director Burnett, SECONDED Director Young, that elector assent for the participating areas be obtained by using the alternative approval process for the entire District 68 service area.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Southern Community Search and Rescue Contribution Service Bylaw No. 1552, 2008" be introduced for first three readings, forwarded to the Ministry of Community Services for approval and proceed through the alternative approval process to obtain assent of the electors in the Municipalities of Nanaimo and Lantzville and Electoral Areas 'A', 'B' and 'C'.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the attached Search and Rescue Contribution Service Elector Response Form be approved for use with Bylaw No. 1552.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that staff be directed to begin discussions with the Arrowsmith Search and Rescue and the northern communities for the establishment of a similar contribution service for District 69.

CARRIED

PLANNING

Agricultural Advisory Committee.

MOVED Director Bartram, SECONDED Director Young, that this item be referred back to staff for further discussion at a Board seminar.

CARRIED

Boat Harbour Resort – Compliance with Policy 6C of the Regional Growth Strategy.

MOVED Director Burnett, SECONDED Director Manhas, that the proposed tourist resort at Boat Harbour meets the conditions for a destination resort as outlined in Policy 6C of the RGS.

CARRIED

Built Environment & Active Transportation Community Planning Grant.

MOVED Director Bestwick, SECONDED Director Cameron, that the Regional District of Nanaimo Board support the submission of a full application package for a community planning grant to the Union of British Columbia Municipalities to develop an Active Transportation Plan for Electoral Area 'A'.

CARRIED

MOVED Director Bestwick, SECONDED Director Cameron, that the Board authorize staff to provide overall grant and financial management.

CARRIED

ENVIRONMENTAL SERVICES

LIQUID WASTE

Pump and Haul Local Service Area Amendment Bylaw No. 975.47 – Exclusion of 910 Poplar Way – Area 'F'.

MOVED Director Biggemann, SECONDED Director Cameron, that the boundaries of the RDN Pump and Haul Local Service Area Bylaw 975 be amended to exclude Lot 22, DL 74, Plan 29012, Cameron District, (910 Poplar Way, Electoral Area 'F').

CARRIED

MOVED Director Biggemann, SECONDED Director Cameron, that "Regional District of Nanaimo Pump & Haul Local Service Area Amendment Bylaw No. 975.47, 2008" be introduced and read three times.

CARRIED

French Creek Pollution Control Centre – Stage 3 Upgrade (Phase 1B) – Bylaw No. 1554.

MOVED Director Westbrook, SECONDED Director Bartram, that D. Robinson Contracting Ltd. be awarded the construction phase of FCPCCC Stage 3 (Phase 1B) Upgrade project – Grit Channel/Skimming Upgrade for the tendered amount of \$567,000.

CARRIED

MOVED Director Westbrook, SECONDED Director Bartram, that Northern Community Development Cost Charge funds in the amount of \$645,105 be approved as a source of funds for this project.

CARRIED

MOVED Director Westbrook, SECONDED Director Bartram, that "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1554, 2008" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Bartram, that "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1554, 2008" be adopted.

CARRIED

UTILITIES

Nanoose Bay Peninsula Water Service Area – Well Sequencing Approach.

MOVED Director Holme, SECONDED Director Manhas, that the Board approve the Well Sequencing approach to reduction of iron and manganese in the Nanoose Bay Peninsula Water Service Area.

CARRIED

San Pareil Water Service – Installation of Well Head Works – Bylaw No. 1395.

MOVED Director Westbrook, SECONDED Director Holdom, that the Board authorize a drawdown of \$110,000 from the "San Pareil Water Service Security Issuing Bylaw No. 1395, 2004" for the installation of the San Pareil #3 well head works.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Residential Food Waste Field Test Survey.

MOVED Director Holdom, SECONDED Director Bartram, that the Board receive the Residential Food Waste Collection Field Test summary and analysis of survey responses and focus group report for information.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

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

MOVED Director Holme, SECONDED Director Bartram, that the minutes as amended, of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held April 7, 2008 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the Nanoose Bay Parents Advisory Committee playground project at Nanoose Bay Elementary School be referred to Parks Staff for review, which would include liability insurance, the overall cost of the project and ownership of the equipment once installed, and in addition should the project be deemed feasible, the Committee will revisit the issue prior to the 2009 budget process to consider funding.

CARRIED

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

MOVED Director Biggemann, SECONDED Director Cameron, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held April 21, 2008 be received for information.

CARRIED

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Herle, that the minutes of the District 69 Recreation Commission meeting held May 22, 2008 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the District 69 Recreation Commission review in the fall 2008 and winter 2009 the Ravensong Aquatic Centre expansion project and prepare a recommendation on the future of the project.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Regional District continue to use the Recreation and Parks Department's 15-passenger van with changes to procedures, and limitations and restrictions, as outlined in Appendix I to be written in a formal policy and procedure, and that staff continue to explore alternative modes of transportation.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the following District 69 Youth and Community Recreation Grants be approved:

Youth Recreation Grants:

<i>Community Group</i>	<i>Recommended</i>
Bard to Broadway (Teen Musical Theatre)	\$ 1,650
District 69 Family Resource Association (Youth bus supplies)	\$ 1,500
Kidfest – youth events	\$ 1,000
One Five One – arts materials	\$ 1,500
Qualicum First Nation – youth event	\$ 1,300

Community Recreation Grants:

<i>Community Group</i>	<i>Recommended</i>
Bard to Broadway (Pacific Vocal Institute)	\$ 1,650
Building Learning Together (WOW Bus Supplies)	\$ 800
Coombs Candy Walk	\$ 1,500
Family Resource Association – Family Days	\$ 1,500
District 69 Mixed Orthodox League (Team equipment/uniforms)	\$ 1,000
Oceanside Ebbtide Slo-Pitch (Equipment)	\$ 1,000
Parksville Curling Club (Equipment for Special Olympics & Beginner Clinics)	\$ 1,145
Parksville Seniors Athletic Group – Equipment	\$ 1,000
Qualicum Beach Museum (Harvest Festival/Children’s Museum Day)	\$ 950
Qualicum Beach Seedy Saturday (Cloth grocery bags)	\$ 1,000
	CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Community Grant in Aid request received from The Nature Trust of BC, Brant Wildlife Festival in the amount of \$1,500, be deferred to the 2009 Grant in Aid program.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Building Learning Together Community Grant in Aid request in the amount of \$2,500 be received, and that a Transportation Plan be submitted to the District 69 Recreation Commission prior to final approval of the grant request.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that the Community Grant in Aid request Building Learning Together for Goosetrax in the amount of \$1,500 to purchase swim/skate program passes be denied, as the swim/skate passes have already been donated to the organization through a separate request.

CARRIED

MOVED Director Bartram, SECONDED Director Herle, that staff prepare a Memorandum of Understanding with the Lighthouse Recreation Commission on the provision of Recreation Services in Electoral Area ‘H’.

CARRIED

ADDENDUM

DEVELOPMENT SERVICES

EMERGENCY PLANNING

Emergency Management Agreement Renewal.

MOVED Director McNabb, SECONDED Director Haime, that the Emergency Management Agreement with the City of Nanaimo, the District of Lantzville, the City of Parksville, the Town of Qualicum Beach and the Qualicum, Nanoose and Snuneymuxw First Nations be renewed, as presented, for a five year term from May 1, 2008 to May 1, 2013.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Proposed Memorandum of Understanding for Evacuation and/or Civil Emergency.

MOVED Director Holme, SECONDED Director Manhas, that the proposal from the Nanaimo Correctional Centre for a memorandum of understanding for evacuation and/or civil emergency at the Correctional Centre be referred back to staff for further information.

CARRIED

IN CAMERA

MOVED Director Holme, SECONDED Director Herle, that pursuant to Section 90(1)(e) of the *Community Charter* the Board proceed to an In Camera Committee of the Whole meeting to consider items related to land issues.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:40 PM

RISE AND REPORT

Wind Farm Proposal – 707 Acre Community Park – Area ‘B’.

MOVED Director Sperling, SECONDED Director Bartram, that the request from Zero Emission Energy Development to investigate and develop a wind farm on the 707 acre Electoral Area ‘B’ Community Parkland on Gabriola Island be denied.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

K. Zakreski, Gabriola Radio Society, re Tower at 707 Acre Community Park – Area ‘B’.

MOVED Director Sperling, SECONDED Director Bartram, that the request from the Gabriola Radio Society to erect a tower in the 707 community park on Gabriola Island, be denied.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 9:01 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
THURSDAY, MAY 22, 2008**

LIGHTHOUSE COMMUNITY CENTRE

Attendance: Michael Procter, Chair
Patty Biro, Secretary
Barry Ellis
Brenda Wilson
David Bartram, Director, RDN Board

Staff: Jonathan Lobb, Parks Operations Coordinator

Absent: Val Weismiller
Marguerite Little

CALL TO ORDER

- 1 Chair Procter called the meeting to order at 10:49am, immediately after the first stage of the Park Planning Tour.

MINUTES

- 3 MOVED D. Bartram, SECONDED B. Ellis, that the Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee Meeting held Thursday, March 27, 2008, be approved. CARRIED

COMMUNICATIONS/CORRESPONDENCE

- 5 MOVED B. Wilson, SECONDED D. Bartram, that the Correspondence from T. Osborne to Lighthouse Community Centre Society, re: Funding Agreement, be received. CARRIED

REPORTS

8.1 Director's Report

Mr. Bartram noted the following items:

- A Regional Growth Strategy Survey will be distributed to all residents of Electoral Area 'H'. All Electoral Area residents are encouraged to attend the Growth Strategy Workshop to be held in Parksville May 22 to give their input on growth issues.
- Senior Planner, Ginny Cosgrove, will be working on the Village Planning Project for Electoral Area 'H'. A Village Planning Project Open House will be held Monday, June 2 from 3:00pm to 8:00pm, at Lighthouse Community Centre, to give local residents an opportunity to review the planning process.

MOVED P. Biro, SECONDED B. Ellis, that the Reports be received.

CARRIED

NEW BUSINESS

9.1 Area 'H' Parks Tour Planning

The first section of the Area 'H' Parks Tour was held May 22, 2008, prior to the Committee meeting. The second section of the park tour will be planned for the fall.

9.2 Buccaneer Beach Road Beach Access

There is some Community interest to develop the top part of the Buccaneer Beach Road beach access, as a small playground. As part of the application process the neighbourhood will be polled for input. Mr. Lobb will investigate the logistics of obtaining permission to develop the top section of the beach access as playground.

9.3 Thompson Clark Drive Trail Fence Work

The property owner has given permission for the fence to be extended along the Thompson Clark Drive Trail. In addition the trail ditches will be cleaned out.

9.4 Deep Bay Creek Community Park Fencing

More fence panels will be installed along the Deep Bay Creek Community Park.

9.5 Fowler Road Closure Request - Ministry of Transportation

MOVED B. Ellis, SECONDED B. Wilson, that the Regional District request that the Ministry of Transportation retain a minimum six metre wide Easement/Right of Way for potential pedestrian and public use, on the portion of Fowler Road adjacent to Lot 23, District Lot 81, Newcastle Land District, Plan 1967 when considering the Road Closure request.

CARRIED

COMMITTEE ROUND TABLE

- 10 MOVED B. Wilson, SECONDED D. Bartram, that the Area H Parks and Open Space Advisory Committee Chair write a letter to the Bowser Tennis Club to advise them that the washrooms at Dunsmuir Park have again been vandalized and that as the repairs are very costly, and that any assistance the Tennis Club could provide in policing the area to help mitigate the problem would be appreciated.

CARRIED

COMMITTEE INFORMATION

- 11 The second portion of the Parks Planning Tour will be held September 25, 2008, prior to the next regular meeting. Committee Members are to meet at the Lighthouse Community Centre at 8:00am. The regular committee meeting will follow at approximately 10:30am.

ADJOURNMENT

12 MOVED B. Ellis, that the meeting be adjourned.

Chair



CAO APPROVAL	
EAP	
COW	
JUN 18 2008	
RHD	
BOARD	✓ JUNE 24th

MEMORANDUM

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

DATE: June 16, 2008

FROM: W. Thexton
Manager, Budgets & Capital Planning

FILE:

SUBJECT: **Expansion of the Service Boundaries for the Extension Fire Department**

PURPOSE:

To obtain approval of an amendment to the Extension Fire Protection service area boundaries to include six properties on Kelsie Road and one property on Richardson Road.

BACKGROUND:

Seven properties along Kelsie Rd. and Richardson Rd. do not have fire protection. The road network for these properties runs from within the City of Nanaimo to just outside of the City into Electoral Area 'C'. Earlier this year the Board of the Extension Volunteer Fire department considered and approved a request to extend the fire service area boundaries to include these properties. Staff have completed a petition of the owners and the petition received more than the statutory 50% approval to proceed with the boundary extension. Owners of five of the seven properties have signed and returned a petition.

Bylaw No. 1439.02 can be adopted without Provincial approval and our standard is that such bylaws wait at least one month after introduction to be adopted.

ALTERNATIVES:

1. Approve the amendment bylaw as presented.
2. Do not approve the amendment at this time.

FINANCIAL IMPLICATIONS:

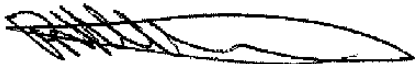
There are no operational financial implications. Based on the 2008 tax rate for the Extension Fire Protection Service, staff estimate that the affected properties would be assessed between \$175 and \$415 for the service. One property would be assessed approximately \$900 – staff have consulted specifically with this owner and they have signed a petition and understand the financial implications.

SUMMARY/CONCLUSIONS:


Petitions have been received from five of seven properties in Electoral Area 'C' recommended to be included in the Extension Fire Protection Service Area. A petition is considered successful if 50% or more of the owners agree to the initiative. The Board of the Extension Volunteer Fire Department supports the boundary amendment and staff recommend proceeding with the adoption of Bylaw No. 1439.02. The bylaw is introduced for first three readings and will be held for at least one month before final adoption.

RECOMMENDATION:


That "Extension Fire Protection Service Area Boundary Amendment Bylaw No. 1439.02, 2008" be introduced and read three times.



Report Writer



General Manager Concurrence



C.A.O Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1439.02

**A BYLAW TO AMEND THE BOUNDARIES OF THE
EXTENSION FIRE PROTECTION SERVICE AREA**

WHEREAS the Board of the Regional District of Nanaimo did by Bylaw No. 1439 establish the Extension Fire Protection Service Area;

AND WHEREAS in accordance with Section 802(1)(b) of the *Local Government Act* a petition to amend the boundaries of the Fire Protection Service Area has been received and is considered sufficient to amend the boundaries;

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

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

1. The boundaries of the "Extension Fire Protection Service Area" are hereby amended by including the properties shown outlined on Schedule 'A' attached to and forming part of this bylaw.
2. Schedule 'B' attached to Bylaw 1439 is hereby repealed and replaced with Schedule 'B' attached to this bylaw.
3. This bylaw may be cited for all purposes as "Extension Fire Protection Service Area Boundary Amendment Bylaw No. 1439.02, 2008".

Introduced and read three times this 24th day of June, 2008.

Adopted this ____ day of _____, 2008.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



CAO APPROVAL	
EAP	
COW	
JUN 18 2008	
RHD	
BOARD	

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: May 31, 2008

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

FILE:

SUBJECT: To Introduce an Amendment to the Borrowing Authority for the Meadowood Fire Project

PURPOSE:

To introduce for three readings a bylaw to amend the amount to be borrowed for the Meadowood fire project.

BACKGROUND:

In May 2007 the Regional District adopted a bylaw to borrow up to \$1,483,000 to purchase firefighting vehicles, equipment and to build a firehall in the Meadowood area of Electoral Area 'F'. As reported earlier, vehicles have been delivered, equipment has been purchased and volunteers have been trained. The firehall itself is not yet constructed. Despite the lack of a firehall at this moment the Dashwood Fire Department will provide fire protection to the properties in the Meadowood area beginning July 1, 2008.

The firehall building budget has proven to be less than required. Part of the change in cost is the passage of time between the original proposal in November 2006 – which reflected values obtained even earlier than that. Part of the gap is attributed to a lack of detailed design work prior to establishing an overall budget.

An initial schematic design completed by Johnston Davidson Architecture was sent for budget costing to Venture Pacific, a cost estimating firm familiar to us from work done on Occanside Place. Despite examining the budget for reductions and design changes including seeking budget quotations from pre-manufactured building suppliers (steel building), the steering committee has concluded that additional funds are required. The recommended form of building will be a pre-manufactured steel building with a minimum of finishing. For example, only one of two washrooms will be fully finished, kitchen facilities will be roughed in and cupboards, countertops, etc. will be installed by volunteers. A separate heated gear room has been eliminated. Wherever practical, volunteer labour will be used to complete interior finishes such as painting. There may be some limited opportunities for donated materials and once detailed design drawings are available, the steering committee will consider approaching local suppliers. Site works to be completed, aside from the foundation, are modest and are not expected to affect the budget as currently proposed.

The budget for this project will be the subject of an information meeting to be held June 23, 2008. The notice attached to this report was mailed to every property owner on June 9, 2008.

The recommended budget for this overall project is \$1,789,200. Bylaw No. 1510.01 would amend the current authority and is proposed to receive approval of the electors by way of an alternative approval process. This process would have the following timelines:

Advertise the bylaw	August 15 and August 22
Deadline for response	September 22
Board adoption of bylaw	September 30

The number of electors in the area is established at 890. If more than 10% (89) of the electors oppose this initiative, the bylaw can only be adopted by referendum.

ALTERNATIVES:

1. Approve the bylaw as presented and authorize an alternative approval process.
2. Approve the bylaw as presented and authorize approval by way of a referendum.

FINANCIAL IMPLICATIONS:

Alternative 1

Staff estimated that the cost to service \$1,483,000 was \$310 per year per property and the amount would be assessed as a parcel tax. The cost to service debt in the amount of \$1,789,200 assuming an interest rate between 5% and 5.5% is between \$336 and \$356 per year, a difference of between \$26 and \$46 per year per property.

Elector approval of borrowing bylaws through an alternative approval process is a well established practice in the Regional District of Nanaimo. The dates also allow for the earliest opportunity to begin construction. The architects are developing final design details so that if the bylaw is approved on September 30, 2008, we would be in a position to immediately begin the tender process. This would potentially mean a construction start in mid to late January and completion by summer 2009. A pre-manufactured building is somewhat quicker to erect, assuming that there is no significant delay in obtaining the steel and manufacturing the structure itself.

Finally, the earlier the building is finished the earlier property owners can approach their insurance providers for a reduction in their insurance premiums.

Alternative 2

If the bylaw is held for a referendum in November, the building schedule will be delayed by three to four months because of the Christmas season and obtaining quotes for construction during that time period. The building might not be operational until well into or almost at the end of the 2009 summer fire season.


SUMMARY/CONCLUSIONS:

The Meadowood fire building project steering committee has worked hard to establish a design for the new firehall. An initial design proved to be beyond the original budget and despite a detailed examination of alternative building options it is unlikely that a practical, functional, environmentally sustainable and attractive building can be built with the budget available. Staff and the committee held an information meeting on June 23, 2008 to explain the status of the project and to advise owners that authority to amend the borrowing authority from \$1,483,000 to \$1,789,200 will be sought in late summer. Tender ready drawings are being prepared so that we can take advantage of the earliest dates to proceed to construction. Bylaw No. 1510.01 is recommended to be approved following an alternative approval process with adoption of the bylaw targeted for September 30, 2008.

The number of electors in the area is established at 890. If more than 10% (89) of the electors oppose this initiative, the bylaw can only be adopted by referendum.

RECOMMENDATIONS:

1. That "Meadowood Fire Protection Service Loan Authorization Amendment Bylaw No. 1510.01, 2008" be introduced for three readings and be forwarded to the Ministry of Community Services for approval.
2. That "Meadowood Fire Protection Service Loan Authorization Amendment Bylaw No. 1510.01, 2008" be presented for approval of the electors when approval is received from the Inspector of Municipalities, by way of an alternative approval process.
3. That the Elector Response Form as attached to this report be approved.


Report Writer


C.A.O. Concurrence

COMMENTS:



**REGIONAL
DISTRICT
OF NANAIMO**

**NOTICE
OF AN INFORMATION MEETING
TO DISCUSS THE PROGRESS ON THE MEADOWOOD
FIREHALL**

A considerable amount of work to bring fire protection to the Meadowood area has been completed. The steering committee (which includes Meadowood community members, Dashwood fire department representatives and staff of the Regional District of Nanaimo) have helped complete the following tasks:

- 14 new volunteers have completed their six months training with the Dashwood Fire Department; a number have already assisted on fire calls in the Dashwood area.
- purchase of much of the firefighting equipment and clothing for the new volunteers.
- vehicles have been delivered and are being commissioned into service – the vehicles will be on display at the meeting.
- surveying and rezoning the land in the community park.
- surveying the location of the driveway access and some site leveling.
- drilling a well (over 600 feet deep).
- a geotechnical study for foundation and road works.
- design work on the fire hall.

The budget available for the fire hall itself is less than the cost estimates obtained to build an economical, environmentally friendly, functional and attractive building.

The cost per property for the equipment and fire hall was estimated at \$310 per year. The revised cost per property to pay for the equipment and fire hall is estimated at between \$336 and \$356 per year (depending on interest rates).

The Regional District will be seeking authority from the community to amend the amount needed to complete the project and property owners are invited to an information meeting on this topic to be held on:

June 23, 2008 from 7 – 8 pm at the Lighthouse Community Center in Qualicum Bay

For information in advance of this meeting please contact:

Nancy Avery
General Manager, Finance & Information Services
Regional District of Nanaimo
1-877-607-4111



**MEADOWOOD FIRE PROTECTION
SERVICE LOAN AUTHORIZATION
AMENDMENT BYLAW NO. 1510.01**
(a portion of Electoral Area 'F')

ELECTOR RESPONSE FORM

This form is to be used by an Elector within the Meadowood Fire Protection Service Area as outlined on the map attached to this form, who is opposed to the adoption of "Meadowood Fire Protection Service Loan Authorization Amendment Bylaw No. 1510.01, 2008". Adoption of this amended bylaw will increase the maximum amount to be borrowed to purchase equipment and construct a firehall from \$1,483,000 to \$1,789,200.

If more than 90 Electors oppose this initiative, the bylaw can only be adopted by a referendum. A copy of the bylaw is attached to this form.

I acknowledge that I am a person who would otherwise be entitled to register and vote in respect of this matter, had the assent of the electors by voting been required. I hereby certify that:

1. I am 18 years of age or older;
2. I am a Canadian citizen;
3. I have lived in British Columbia for at least 6 months immediately before signing this elector response form;
4. I have lived in the Regional District of Nanaimo for at least 30 days before signing this elector response form in the area shown on this Elector Response Form that will be liable to pay the cost of the borrowing authorized by Bylaw No. 1510.01;
5. In the case of a non-resident property elector:
 - a) I am not entitled to vote as a resident elector in the Regional District for purposes of this matter;
 - b) I have been a registered owner of real property in the Regional District for at least 30 days before signing this elector response form;
 - c) I acknowledge that I may sign this elector response form on behalf of only one property that I own in the Regional District;
 - d) If there is more than one individual who is the registered owner of the property, only one of those individuals may sign this elector response form in relation to the property, assuming the non-resident property elector has the written consent of the number of individuals who, together with the person signing this elector response form constitutes a majority of the registered owners;
 - e) The only persons who are registered owners of the real property are individuals who do not hold the property in trust for a corporation or another trust.
6. I am not disqualified from voting under the *Local Government Act* or any other enactment or otherwise disqualified by law from voting.

I understand and acknowledge that I may not sign an elector response form against Bylaw No. 1510.01 more than once and may not withdraw my name from an elector response form after September 22, 2008.

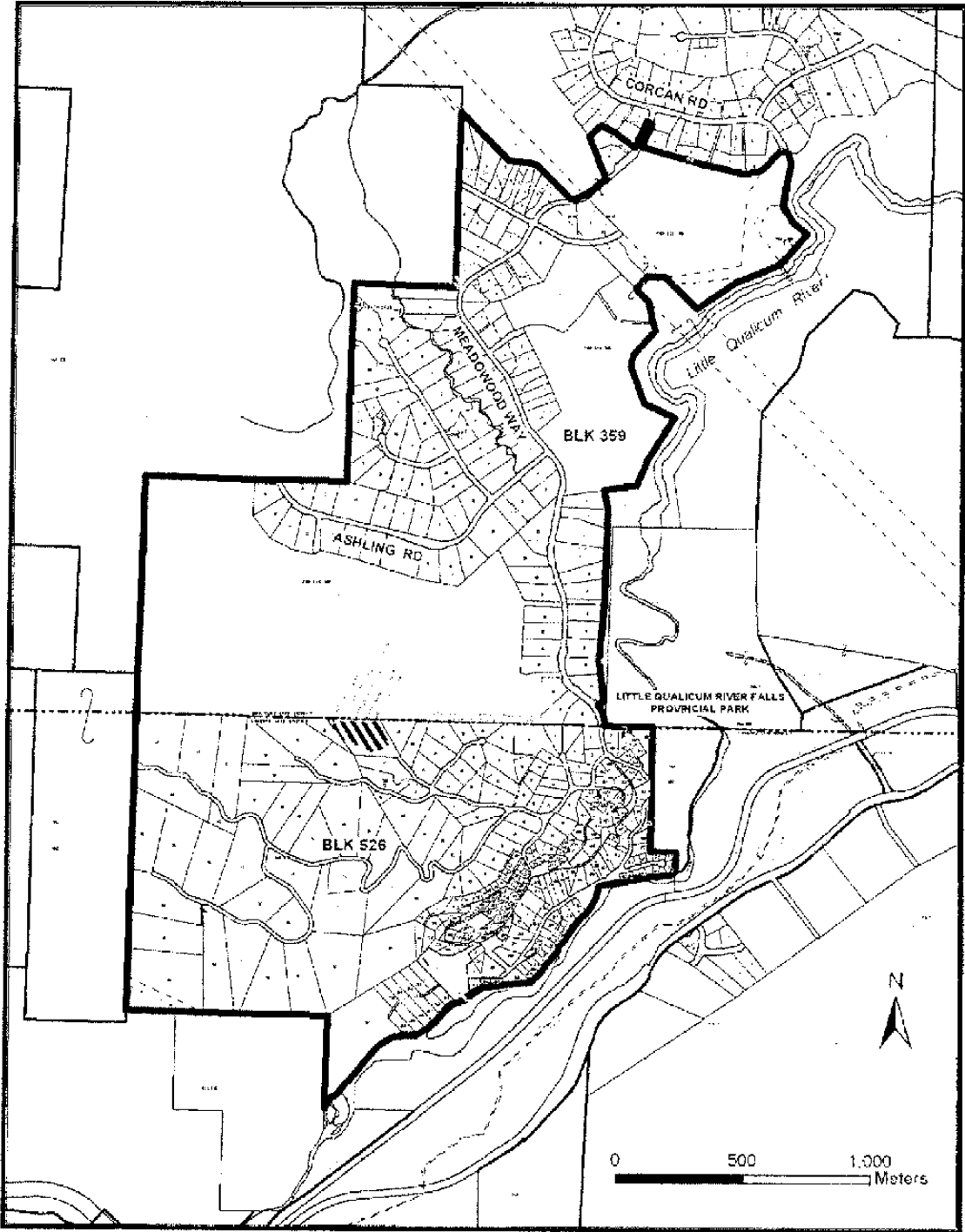
I understand and acknowledge that this elector response form must be received by the RDN no later than 4:30 pm on September 22, 2008. Elector response forms may be delivered to 6300 Hammond Bay Road, Nanaimo, BC.

In an effort to obtain signatures with respect to this matter, I declare that I have not knowingly made any false or misleading statements to another person with respect to this elector response form, action or other matter to which this elector response form relates.

Full name of Elector (please print):	
Full residential address of elector or Legal description of Property if Non-Resident Elector (please print):	
Signature of Elector:	

Section 86(7) of the *Community Charter* requires the elector's full name and residential address or the address of the property in relation to which the person is entitled to register as a non-resident property elector in order for this response form to be counted. A copy of RDN Bylaw No. 1510.01 is attached.

Meadowood Fire Protection Service Area



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1510.01

**A BYLAW TO AMEND THE AMOUNT OF BORROWING FOR THE
PURPOSE OF CONSTRUCTING, ACQUIRING AND UPGRADING
LAND, BUILDINGS, VEHICLES OR EQUIPMENT FOR THE
MEADOWOOD FIRE PROTECTION SERVICE AREA**

WHEREAS Regional District of Nanaimo Bylaw No. 1509 established the "Meadowood Fire Protection Service Area";

AND WHEREAS the Board wishes to acquire and improve land, buildings, vehicles and equipment for the service;

AND WHEREAS the revised estimated cost of acquiring, constructing or otherwise obtaining land, buildings, vehicles or equipment is the sum of \$1,789,200;

AND WHEREAS the financing of this capital program is to be undertaken by the Municipal Finance Authority of British Columbia pursuant to proposed agreements between the Authority and the Regional District of Nanaimo;

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

- i. The Board is hereby empowered and authorized to acquire all such real and personal property, rights or authorities as may be requisite or desirable for, or in connection with, the foregoing capital program, and all related ancillary works and equipment deemed necessary by the Board for the management of the service authorized under "Meadowood Fire Protection Service Area Establishment Bylaw No. 1509, 2006".
2. To borrow upon the credit of the Regional District a net sum not exceeding \$1,789,200.
3. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is 20 years.
4. This bylaw may be cited for all purposes as "Meadowood Fire Protection Service Loan Authorization Amendment Bylaw No. 1510.01, 2008".

Introduced and read three times this 24th day of June, 2008.

Received the approval of the Inspector of Municipalities this _____ day of _____, 2008.

Received the assent of the electors under Section 801.3 of the *Local Government Act* this _____ day of _____, 2008.

Adopted this _____ day of _____, 2008.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



RDN REPORT	
CAD APPROVAL	
REP	
COV	
JUN 18 2008	
RHD	
RRRRR	

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 18, 2008

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

FILE:

SUBJECT: Bylaws with Respect to Changes to the Boundaries of the Yellowpoint Waterloo Fire Protection Service

PURPOSE:

To introduce bylaws which will amend the boundaries of the Yellowpoint Waterloo Fire Protection Service and authorize borrowing for the purchase of firefighting equipment.

BACKGROUND:

Staff have spent the last few months working with representatives of the Cowichan Valley Regional District, the North Cedar Improvement District and the Cranberry Fire Protection District with respect to the realignment of fire protection boundaries in Electoral Areas 'A' and 'C'. The focus of the discussions has been to confirm operating costs and the use of assets at a firehall building on Hallberg Rd in the Cassidy area. The land and building are owned by the Regional District of Nanaimo, the firefighting assets in the hall are owned by the Cowichan Valley Regional District (the CVRD).

This report introduces two bylaws which form part of the outcome of changing the fire protection boundaries.

Bylaw No. 1388.01

Bylaw No. 1388.01 is a bylaw to reduce the boundaries of the Yellowpoint Waterloo Fire Protection Service effective December 31, 2008. The properties being removed are proposed to be amalgamated with the North Cedar Improvement District for fire protection services. The remaining properties in the reduced Yellowpoint Waterloo service area are proposed to be amalgamated with the Cranberry Fire Protection District. Bylaw No. 1388.01 can be adopted directly by the Board but is required by our policy to wait at least one month before being adopted.

Bylaw No. 1549

The CVRD has advised us that they wish to retain the firefighting equipment in the Hallberg Rd firehall. With the assistance of the Cranberry Fire department, staff have developed a budget to purchase replacement equipment – this will involve two firefighting vehicles, firefighting gear for volunteers and several pieces of equipment typical of a small firehall. The budget has been established at \$560,000 and Bylaw 1549 would authorize a loan in this amount. The Cranberry fire department has assisted in some searching for used equipment but nothing suitable to date has been located, accordingly the amount of

\$560,000 would enable the purchase of new equipment to meet the January 1, 2009 transition date. The amount to be borrowed under Bylaw 1549 will be recovered from taxpayers within the reduced Yellowpoint Waterloo service area boundaries as shown in Bylaw 1388.01 using a parcel tax estimated at \$91.

The land, buildings and equipment will be the subject of a lease and transfer agreement with the Cranberry Fire Protection District. This lease and transfer agreement is described in further detail in a following report.

Both of these bylaws were the subject of information meetings held on June 17, 2008 (Cranberry Firehall) and June 18, 2008 (North Cedar Firehall). Prior to those meetings a notice of these changes was mailed to all affected taxpayers – a copy of which is attached for information.

Bylaw No. 1549 must be submitted for approval of the electors and staff recommend following an alternative approval process. Bylaws No. 1388.01 and 1549 would be adopted at the same time.

The timeframe for conducting the alternative approval process and adopting these bylaws is as follows:

Advertise the borrowing bylaw	August 15 and August 22
Deadline for response	September 22
Board adoption of boundary amendment and borrowing bylaws	September 30

The number of electors in this area is established as 1,320. If more than 10% (132) of the electors oppose this initiative it can only proceed by way of a referendum.

ALTERNATIVES:

1. Approve the bylaws as presented and approve proceeding to an alternative approval process with respect to Bylaw 1549.
2. Approve the bylaws as presented and proceed to a referendum to approve Bylaw 1549.

FINANCIAL IMPLICATIONS:

Alternative 1

At the end of these changes, taxpayers in the affected areas will have a financial structure as shown in the table below – the illustration is for a property valued at \$100,000:

Jurisdiction	Parcel Tax for debt servicing (fixed rate)	Property Tax for operations (per \$100,000 of property value)	Estimated total cost
North Cedar Improvement District	\$70	\$66	\$136
Cranberry Improvement District	N/A	\$64	\$64
Yellowpoint Waterloo Fire Protection Service Area	\$91	N/A	\$91
Cranberry/Yellowpoint Waterloo Total	\$91	\$64	\$155

Alternative 2

An alternative approval process is quite typically used for borrowing authorities. There is some urgency to completing the approval so as to order the vehicles and ensure operational readiness for January 1, 2009. If the initiative is defeated it would proceed to a referendum question in November.

SUMMARY/CONCLUSIONS:

This report introduces two bylaws which form part of the outcome of changing the fire protection boundaries in Electoral Areas 'A' and 'C'.

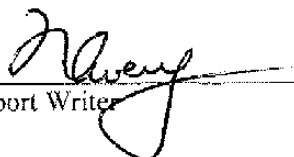
Bylaw 1388.01 is a bylaw to reduce the boundaries of the Yellowpoint Waterloo Fire Protection Service effective December 31, 2008. The properties being removed are proposed to be amalgamated with the North Cedar Fire Department. The properties remaining within the Yellowpoint Waterloo service area will be amalgamated with the Cranberry Fire district for operational fire protection services.

Bylaw No. 1549 authorizes borrowing up to \$560,000 to finance the replacement of firefighting vehicles and equipment because the CVRD has advised us, that they wish to retain ownership of the equipment in the firehall. Two firefighting vehicles, firefighting gear for volunteers and several pieces of equipment typical of a small firehall need to be secured by January 1, 2009. The funds borrowed would be repaid over a fifteen year period. The amount to be borrowed under Bylaw No. 1549 will be recovered from the taxpayers within the reduced Yellowpoint Waterloo service area boundaries as shown in Bylaw 1388.01.

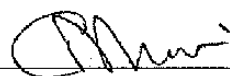
Staff recommend that the bylaws be introduced as presented and that Bylaw No. 1549 be the subject of an alternative approval process. If approval is obtained, both bylaws would be adopted at the same time.

RECOMMENDATIONS:

1. That "Yellowpoint Waterloo Fire Protection Service Area Amendment Bylaw No. 1388.01, 2008" be introduced for first three readings.
2. That "Yellowpoint Waterloo Fire Protection Service Area Loan Authorization Bylaw No. 1549, 2008" be introduced for first three readings and be forwarded to the Ministry of Community Services for approval.
3. That "Yellowpoint Waterloo Fire Protection Service Area Loan Authorization Bylaw No. 1549, 2008" when approval is received from the Inspector of Municipalities, be presented for approval of the electors by way of an alternative approval process.
4. That the form of Elector Response Form as attached to this report be approved.



Report Writer



C.A.O. Concurrence

COMMENTS:



**REGIONAL
DISTRICT
OF NANAIMO**

**NOTICE
OF AN INFORMATION MEETING
TO DISCUSS BOUNDARY CHANGES FOR FIRE PROTECTION
IN THE YELLOWPOINT/HALLBERG RD NEIGHBOURHOODS**

As reported late in 2007 the fire protection boundaries for properties in the southern portion of Cedar (Yellowpoint Road/Giovando Road/Haslam Road/lower Cedar Road and Adshead Road) will be adjusted and the North Cedar Improvement District will provide fire protection services to these areas beginning in 2009.

The Cranberry Fire Protection District will at the same time extend its boundaries southward from Morden Road to include properties in the areas of Spruston Road, Hallberg Road and Timberlands Road. The Cranberry Fire Protection District will also protect the Nanaimo Airport lands. Please refer to the map attached to this notice for the location of the new fire protection boundaries.

Why the change?

In 2007 the Regional District of Nanaimo and the Cowichan Valley Regional District began discussing a boundary change in the lower Cedar Road/Yellowpoint Road areas to address properties which were outside the standard 8 km response distance from the North Oyster firehall. A property outside of 8 kms distance is charged higher property insurance premiums than a property within 8 kms of a firehall. Properties in these areas are protected under a service contract by the Cowichan Valley Regional District's North Oyster Fire Department. As time progressed, the advantages of continuing under a service contract with the Cowichan Valley were no longer as compelling as they once were. Under a service contract arrangement, taxpayers in the Regional District of Nanaimo while contributing toward, do not have any ownership interest in assets which are purchased by the North Oyster Fire Department. After examining the financial impacts, the Board of the Regional District with the support of the Directors for these areas, came to the conclusion that a complete boundary change is in the best long term interests of taxpayers in these areas. The changes will result in Regional District of Nanaimo taxpayers financing and owning equipment through the fire department providing the service – that is, either the North Cedar or the Cranberry Fire Protection Districts.

What happens next?

An alternative approval process will be conducted in the areas to be amended, to complete the following steps:

- Authorize an expansion of the North Cedar Improvement District boundaries
- Authorize an expansion of the Cranberry Fire Protection District boundaries
- Authorize financing for new firefighting equipment for the Hallberg Road firehall

The alternative approval process will take place beginning in mid August, 2008. Advertisements and notices will announce how owners can respond to these changes at that time.

What will it cost?

Property owners moving to the North Cedar Improvement District will pay a parcel tax related to financing that new firehall, as well as property value based taxes for operating costs.

Property owners moving to the Cranberry Fire Protection District need to replace firefighting vehicles and equipment located at the Hallberg Road fire station and will be asked to authorize borrowing up to \$560,000 for that purpose. A parcel tax would be levied by the Regional District of Nanaimo for the new equipment and a property value based tax would be levied by the Cranberry Fire Department for their operating costs.

The table below outlines the estimated costs associated with these changes for a property valued at \$100,000:

For a property valued at \$100,000	North Cedar Improvement District	Cranberry Fire Protection District	North Oyster Fire Department (no boundary change)
Parcel tax for firehall (fixed rate)	\$70	N/A	\$115
Parcel tax for equipment (fixed rate)	N/A	\$91	N/A
Operating taxes (based on assessment)	\$66	\$64	\$49
Total for property at \$100,000	\$136	\$155	\$164

Note : The operating portion of property taxes increases with the assessed value of the property, while the parcel tax remains a fixed amount.

The next table shows the estimated total taxes payable for other property values:

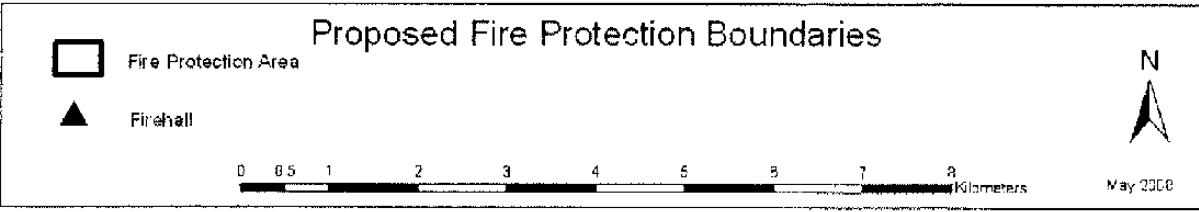
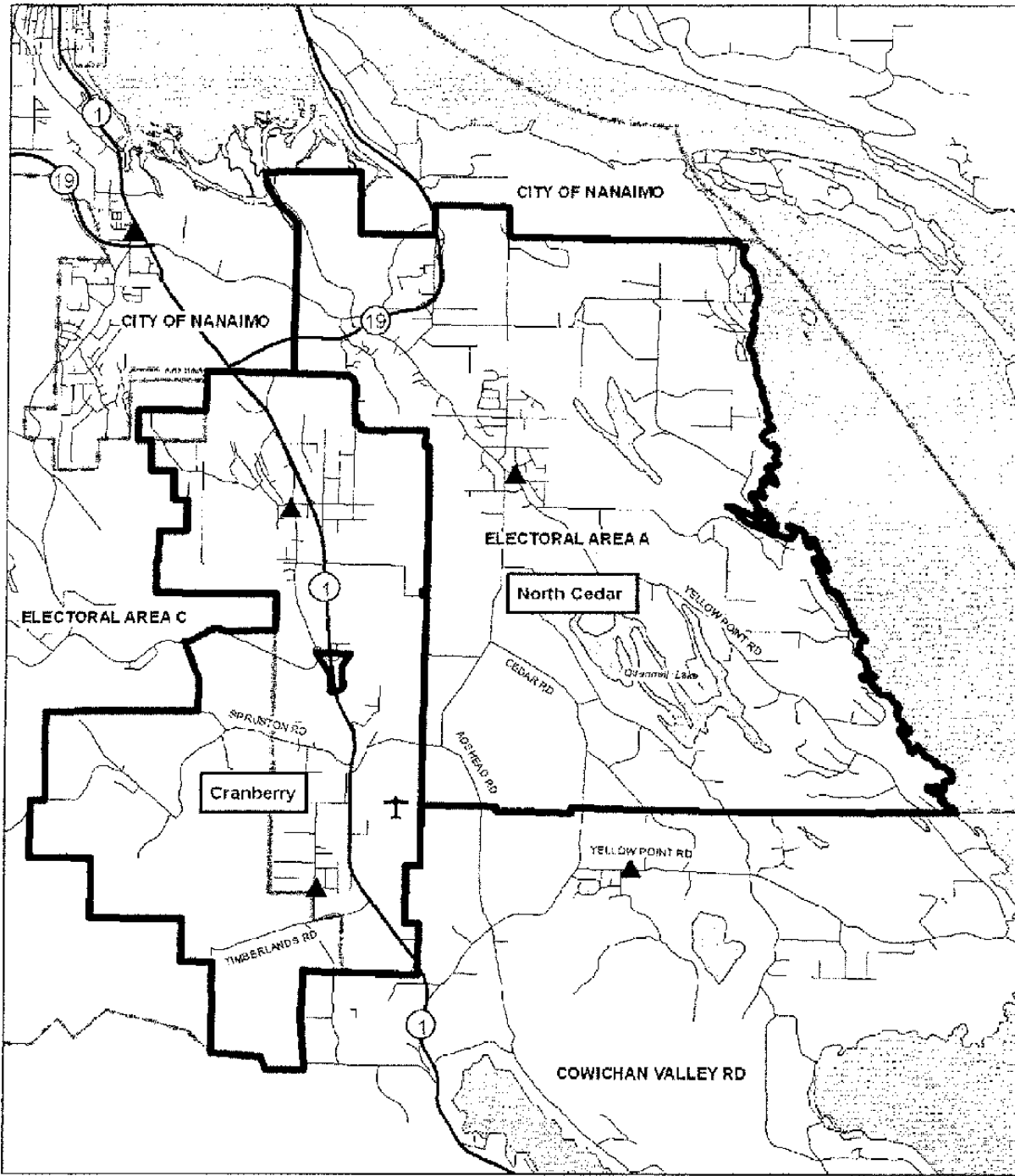
	\$200,000	\$300,000	\$400,000
North Cedar	\$202	\$268	\$334
Cranberry	\$219	\$283	\$347
North Oyster	\$213	\$262	\$311

You are invited to attend either of two meetings being held to further explain the changes to the fire protection boundaries.

June 17 – Cranberry Firehall – 1555 Morden Rd., Nanaimo 7 – 8 pm
June 18 – North Cedar Improvement District offices – 2100 Yellowpoint Rd., Cedar 7 – 8 pm

For information in advance of this meeting please contact:

Nancy Avery
 General Manager, Finance & Information Services
 Regional District of Nanaimo
 1-877-607-4111





**REGIONAL
DISTRICT
OF NANAIMO**

**YELLOWPOINT WATERLOO FIRE
PROTECTION SERVICE AREA LOAN
AUTHORIZATION BYLAW No. 1549
(a portion of Electoral Areas 'A' & 'C')**

ELECTOR RESPONSE FORM

I, the undersigned elector residing or owning real property within that portion of the Regional District of Nanaimo ("RDN") shown on the map attached to this notice, do hereby present my name on this elector response form for purposes of opposing:

1. adoption by the RDN of Yellowpoint Waterloo Fire Protection Service Area Loan Authorization Bylaw No. 1549, 2008 ("Bylaw No. 1549") to authorize the RDN to borrow the sum of a maximum of \$560,000 for the purchase of firefighting equipment and vehicles; and
2. the RDN entering into a Lease and Transfer Agreement with the Cranberry Fire Protection District to lease the firefighting equipment and vehicles to the Fire Protection District for a 15 year term and, at the end of the term, transfer title to the land legally described as Lot 32, District Lot 7, Bright District, Plan 25967, and equipment and vehicles to the Cranberry Fire Protection District for the sum of Twenty (\$20.00) DOLLARS together with the land and building to be used for fire protection purchases (the "Lease and Transfer");

without first obtaining the assent of the electors by a vote (referendum).

I acknowledge that I am a person who would otherwise be entitled to register and vote in respect of this matter, had the assent of the electors by voting been required. I hereby certify that:

1. I am 18 years of age or older;
2. I am a Canadian citizen;
3. I have lived in British Columbia for at least 6 months immediately before signing this elector response form;
4. I have lived in the Regional District of Nanaimo for at least 30 days before signing this elector response form in the area shown on the reverse of this Elector Response Form that will be liable to pay the cost of the borrowing authorized by Bylaw No. 1549;
5. In the case of a non-resident property elector:
 - a) I am not entitled to vote as a resident elector in the Regional District for purposes of this matter;
 - b) I have been a registered owner of real property in the Regional District for at least 30 days before signing this elector response form;
 - c) I acknowledge that I may sign this elector response form on behalf of only one property that I own in the Regional District;
 - d) If there is more than one individual who is the registered owner of the property, only one of those individuals may sign this elector response form in relation to the property, assuming the non-resident property elector has the written consent of the number of individuals who, together with the person signing this elector response form constitutes a majority of the registered owners.
 - e) The only persons who are registered owners of the real property are individuals who do not hold the property in trust for a corporation or another trust.
6. I am not disqualified from voting under the *Local Government Act* or any other enactment or otherwise disqualified by law from voting.

I understand and acknowledge that I may not sign an elector response form against Bylaw No. 1549, and the Lease and Transfer Agreement more than once and may not withdraw my name from an elector response form after September 22, 2008.

I understand and acknowledge that this elector response form must be received by the RDN no later than 4:30 pm on September 22, 2008. Elector response forms may be delivered to 6300 Hammond Bay Road, Nanaimo, BC.

In an effort to obtain signatures with respect to this matter, I declare that I have not knowingly made any false or misleading statements to another person with respect to this elector response form, action or other matter to which this elector response form relates.

Full name of Elector (please print):

Full residential address of elector or Legal description of Property if Non-Resident Elector (please print):	
Signature of Elector:	

Section 86(7) of the *Community Charter* requires the elector's full name and residential address or the address of the property in relation to which the person is entitled to register as a non-resident property elector in order for this response form to be counted. A copy of RDN Bylaw No. 1549 is attached.

