

REGIONAL DISTRICT OF NANAIMO

**BOARD MEETING
TUESDAY, MAY 27, 2008**

A D D E N D U M

PAGES

COMMUNICATIONS/CORRESPONDENCE

- 2-4 **A. Tully, Oceanside Tourism Association**, re Support for “Eligible Entity” Status.
- 5-7 **W. Worland, Arrowsmith Agriculture Association**, re Recreational Building & Emergency Disaster Centre – Area ‘F’.

COMMISSION, ADVISORY & SELECT COMMITTEE

- 8-9 **East Wellington and Pleasant Valley Parks and Open Space Advisory Committee.** (All Directors – One Vote)
- Minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held May 5, 2008. (for information)

**PARKSVILLE AND
 QUALICUM BEACH**
Vancouver Island's Oceanside Region

RDN		
CAO	GMF&IS	
GMDS	GMR&PS	
GMES	GMTS	
MAY 21 2008		
SMCA		
CHAIR	BOARD	✓
<i>Correspondence</i>		

May 22, 2008

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

Dear Mr. Stanhope and Directors:

I am writing in regards to the Additional Hotel Room Tax (AHRT) in the Regional District of Nanaimo (RDN), City of Parksville, and the Town of Qualicum Beach. The Oceanside Tourism Association (OTA) is requesting a support letter from the RDN to apply to the Province for "Eligible Entity" status.

As the AHRT must be reapplied for in both Parksville and Qualicum Beach (see "Causes and Effects" enclosed), the OTA asks the RDN Board of Directors to join the City and the Town in supporting our application for Eligible Entity status under the Hotel Room Tax Act. Eligible Entity status will allow the AHRT to flow directly from the Province to OTA. It will also allow the AHRT to be implemented throughout the applicable RDN Areas under a single application instead of one for each jurisdiction. I have also enclosed a table that compares the current AHRT process and situation to that of the proposed Eligible Entity status.

OTA believes this new model is mutually beneficial and it will best serve our region to support Premier Campbell's goal of doubling tourism by 2015. Please contact me with any questions and for more background information. The OTA Board of Directors and I look forward to receiving the RDN's support letter in order for us to proceed with our Eligible Entity application.

Best regards,



(per) Al Tully
Chair

Cc: OTA Board of Directors

OTA as Eligible Entity	Current
Eligible entity status will streamline the AHRT process by allowing tax revenue to flow directly from the Province to OTA. This will not only remove the need for municipal and regional district staff to forward the AHRT monthly, it also removes the corresponding GST payment and accounting related to the transfer.	The AHRT flows from the Province to the municipalities and regional district, and then to OTA.
One regional AHRT application is more efficient / supports OTA's regional mandate.	OTA must apply and renew the AHRT in all three jurisdictions.
OTA will be responsible for AHRT use and reporting to the Province. OTA will provide one report for the entire region rather than separate reports for each jurisdiction.	The municipalities and regional district are liable for AHRT use and reporting to the Province.
Municipal / regional districts continue ex-officio representation on OTA Board.	Municipal / regional districts have ex-officio representation on OTA Board.
OTA will continue our service agreement partnerships with the Town of Qualicum Beach and the City of Parksville to monitor the business license surcharge. No service agreement will be needed with the RDN unless it provides OTA with additional funding.	The OTA has service agreement partnerships with the municipalities and regional district to monitor the AHRT and the business license surcharge (Parksville and Qualicum Beach).
OTA will continue quarterly and yearly reporting to the Town, City, and RDN.	OTA reports quarterly and yearly to the municipalities and regional district.
OTA will coordinate the annual joint municipal / regional district meeting.	OTA coordinates the annual joint municipal / regional district meeting.
OTA staff will continue to liaise and work with the municipal / regional senior staff on special projects.	OTA staff liaises and works with the municipal / regional senior staff on special projects.
The AHRT must be reapplied for every five years which provides the OTA, municipal / regional partners, and the accommodation sector regular evaluation opportunities.	The AHRT must be reapplied for every five years which provides the OTA, municipal / regional partners, and the accommodation sector regular evaluation opportunities.

Causes and Effects of AHRT Reapplication

1. The Town of Qualicum Beach and the City of Parksville applied for the AHRT together in 2000 and renewed it in 2005.
2. This co-application resulted in the Province combining the two communities' regulations under the Hotel Room Tax (HRT) Act.
3. As the City of Parksville and the OTA have developed different interpretations of the HRT Act, both parties have agreed to proceed by OTA applying to the Province for "eligible entity" status. Eligible entity status will allow OTA to receive AHRT revenue directly from the Province.
4. OTA's upcoming reapplication for the AHRT in Parksville as an eligible entity will ultimately void both the Parksville and Qualicum Beach regulations under the HRT Act.
5. As a result, OTA must reapply for the AHRT in both Parksville and Qualicum Beach. OTA believes the most efficient way to proceed is to reapply for eligible entity status throughout the applicable Regional District of Nanaimo Areas.
6. Upon the Provinces' approval of our AHRT application, the City of Parksville, Town of Qualicum Beach, and Regional District of Nanaimo will be required to rescind their AHRT bylaws.
7. The Province will require OTA to continue partnering with the Town and the City as the business license surcharge is considered existing funding that cannot be removed due to AHRT guidelines.

**Arrowsmith Agriculture Association
1014 Ford Road
Coombs, BC V0R 1M0**

GM R & P	
MGR Parks	
Arena	Ag.
MAY 23 2008	
Parke	Rec
POSAC <input checked="" type="checkbox"/>	Commission <input checked="" type="checkbox"/>
Director	Other
<i>ROW BOARD</i> <input checked="" type="checkbox"/>	

1. Purpose

The purpose of this document is to seek RDN support to assist the Arrowsmith Community develop a recreational building and an emergency disaster center for Area F. Arrowsmith Agricultural Association and ACES (Arrowsmith Community Enhancement Society) encourage you to give this document very high, preferably, top priority in its budget meeting. We encourage you to support our project and all the volunteer time and effort that have been put forward to date by dedicated members of the Arrowsmith Community to achieve our goal. Our area F director Lou Biggemann is in full support of this project.

2. Background

To give you some background, the Arrowsmith Agriculture Association is a registered charitable organization formed in 1913. We own the Coombs Fairgrounds which is the home of the community 4H, where we annually host the Fall Fair and the Farmers Institute conducts its annual scholarship auction. It is also the home of a number of agricultural, rural and youth clubs, such as the Silverspur Riding Club and the Navy Cadets. The fairgrounds incorporates several barns and exhibition buildings for the fair, a riding rink, small office building and community hall.

While we traditionally relied on Provincial monies to support our activities, we have been moving to self funding over the past several years. Five years ago with this purpose in mind, we built the community hall and a commercial kitchen. Besides being used for the fair and other association activities, the hall is available on a rental basis for a wide variety of private functions, such as weddings, dinners, club meetings, dog obedience classes, concerts, Coombs Halloween Candy Walk, etc. "Arrowsmith Hall", as it is known, is now a major source of revenue for our association, helping us maintain our customary community activities.

3. Current Situation

Following on the success of that project we are now undertaking a community recreation building designed primarily for youth sports organizations. The building will replace a large old barn removed two years ago and, during the fair it will provide space for fair livestock exhibits. More importantly, however, it will be built to serve indoor sports and activity needs of the community year round. The main area will be 6000 s.f., with a centre clear height of 25 feet. There will be a meeting room, office, washrooms and storage space for sports and other user equipment.

As an added benefit to the community, it will have no permanent occupant, we have decided to construct our building to what is referred to in the Building Code as a "post disaster" standard and to equip it with emergency power so that it can serve as a community shelter in the event of such need.

4. Financial Aide

With proceeds of a \$100,000 BC Gaming Grant we have already ordered a pre-engineered metal building to address these requirements, as the most capital and operationally efficient building type. We have retained engineers for foundation design, and have lined up a number of local contractors for excavation, formwork, plumbing and electrical who have agreed to work on a cost basis. We are optimistic about additional grants we have applied for to cover many anticipated costs. As usual for projects at the fairgrounds, we will also be drawing on volunteers for as much of the finishing work as possible.

Interim funding is available from Farm Credit Corporation in the form of a pre-approved a mortgage to ensure we have sufficient funding to complete the first phase of this project (\$250,000), but we are estimating a total cost of approximately \$400,000.

5. RDN Support

Our funding objective is to minimize the need for mortgage funds. There are many aspects to this project deserving RDN support. In particular:

- The Arrowsmith Activities Building will serve not only the five immediate communities of Coombs, Errington, French Creek, Hilliers and Whiskey Creek, but the greater Oceanside Area
- It will serve otherwise unaddressed rural and recreational needs, focusing on those of community youth organizations
- It will serve as a disaster shelter in a community otherwise ill equipped for such.

We will gratefully acknowledge contributions to this project, not only in regular progress press releases, but in:

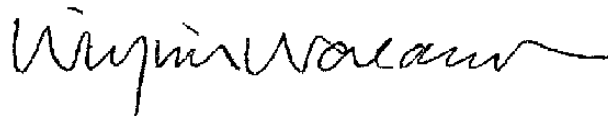
- construction signage
- donor recognition on identified components such as the activity hall, meeting room and entrance portico
- and, for the appropriate donor, the permanent name of the facility itself.

6. Conclusion

In conclusion, we request that the Regional District of Nanaimo support the construction of not only a vital disaster relief shelter but a long overdue community activities building serving the needs of a diverse group of communities. We request that the board allocate \$25,000.00 to help further our project to completion.

Thank you for your consideration.

Sincerely,



Wilfrid Worland
Director/Project Manager
250 752-8618

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE EAST WELLINGTON AND PLEASANT VALLEY
PARKS AND OPEN SPACE ADVISORY REGULAR COMMITTEE MEETING
MONDAY, MAY 5, 2008**

Attendance: Rick Heikkila, Chairman
Bruce Erickson
Judith Wilson
Steve Ellis
Dale Fulton
Maureen Young, Director RDN Board

Staff: Elaine McCulloch, Parks Planner

Also In Attendance: Charles Pinker, Alternate Director RDN Board

CALL TO ORDER

1 Chair Heikkila called the meeting to order at 7:05pm.

MINUTES

3 MOVED S. Ellis, SECONDED J. Wilson, that the Minutes of the East Wellington and Pleasant Valley Parks and Open Spaces Advisory Regular Committee Meeting held March 3, 2008, be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

4 Director Young thanked the Committee Members for their help with the Meadow Drive Community Park Open House held, Sunday, May 4, 2008. The cost to host the event was \$142.94 for hotdogs/refreshments and \$499.80 for copy and postage charges.

COMMUNICATIONS/CORRESPONDENCE

5 Chair Heikkila welcomed both Mr. Fulton and Mr. Ellis in their new term with the Committee.

MOVED F. Erickson, SECONDED S. Ellis, that the following Correspondence be received:

- M. Pearse to Dale Fulton, Re: Appointment EW/PV POSAC
- M. Pearse to Stephen Ellis, Re: Appointment EW/PV POSAC
- J. Merner, Re: Resignation EW/PV POSAC

CARRIED

REPORTS

8.1 Director's Update

Director Young noted the following items:

- The Meadow Drive Community Park Open House held Sunday, May 4, 2008, was well attended by the Community.
- Several options are currently being initiated by staff to help control the problem of ATV use in regional parks and trails.
- The Regional Growth Strategy Review is in progress.

8.2 Monthly Update of Community Parks and Regional Parks and Trails Projects February 2008.

The Committee requested an update on the alignment of the trail in Creekside Park and the status of the bridge crossing. The Committee feels the trail should be realigned and signed prior to the adjacent property being developed in order to minimize the potential of future conflict.

MOVED J. Wilson, SECONDED S. Ellis, that the Reports, be received.

CARRIED

ADJOURNMENT

- 12 MOVED B. Erickson, SECONDED J. Wilson, that pursuant to Section (90) (1) E of the Community Charter to consider land issue, the Committee proceed to an In Camera meeting to consider items related to land.

Chair