

REGIONAL DISTRICT OF NANAIMO

**REGULAR BOARD MEETING
TUESDAY, SEPTEMBER 22, 2009
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

1. CALL TO ORDER

2. DELEGATIONS

9 **Jessica Reid, Earthbank Resource Systems**, re Temporary Use Permit Applications No. 0901 & 0902 – Earthbank Resource Systems and Fern Road Consulting Ltd. – Area ‘G’.

3. BOARD MINUTES

10-16 Minutes of the regular Board meeting held August 25, 2009 and the Special Board meeting held September 8, 2009.

4. BUSINESS ARISING FROM THE MINUTES

5. COMMUNICATIONS/CORRESPONDENCE

6. UNFINISHED BUSINESS

BYLAWS

For Adoption.

17-21 **Bylaw No. 500.344 – Amends the Land Use and Subdivision Bylaw** (Electoral Area Directors except EA ‘B’ – One Vote)

That “Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.344, 2007” be adopted.

This bylaw rezones the subject property from Subdivision District ‘D’ to Subdivision District ‘F’ to facilitate a 2-lot subdivision with a maximum of one dwelling unit.

22-26 **Bylaw No. 500.347 – Amends the Land Use and Subdivision Bylaw** (Electoral Area Directors except EA 'B' – One Vote)

That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.347, 2009" be adopted.

This bylaw rezones the subject property from Subdivision District 'B' to Subdivision District 'CC' to facilitate a 2-lot subdivision.

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

27-29 Minutes of the Electoral Area Planning Committee meeting held September 8, 2009. (for information)

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60927 - Cowen – 1435 Grieg Road - Electoral Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

That Development Permit Application No. 60927, to permit the construction of two dwelling units on the property legally described as Strata Lot 2, District Lot 129, Nanoose District, Strata Plan VIS6121 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form V, be approved subject to the conditions outlined in Schedules No. 1 to 4.

Development Permit Application No. 60919 - Fern Road Consulting Ltd. for Rothwell - 231, 235 & 241 Hilliers Road - Electoral Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

That Development Permit Application No. 60919 submitted by Fern Road Consulting Ltd., on behalf of R. Rothwell, in conjunction with the subdivision on the parcel legally described as Lot 1, District Lots 91 and 42, Newcastle District and of District Lot 144, Nanoose District (situated in Newcastle District), Plan 13306, Except Part in Plan VIP59597 and designated within the Environmentally Sensitive Features Development Permit Area for aquifer protection pursuant to the "Electoral Area 'G' Official Community Plan Bylaw No. 1540, 2008", be approved, subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

Development Permit Application No. 60933 - Mardaga - 3790 Mallard Place - Electoral Area 'E'. (Electoral Area Directors except EA 'B' – One Vote)

That Development Permit Application No. 60933, to construct a dwelling unit and accessory building within the Environmentally Sensitive Features Development Permit Area pursuant to "Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw No. 1400, 2005", for 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 4.

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. 60932 & Request for Frontage Relaxation - Judge - 1712 Vowels Road - Electoral Area 'A'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Permit with Variance Application No. 60932.

- 1. That Development Permit with Variance Application No. 60932, submitted by Pauline Judge, in conjunction with the subdivision on the parcel legally described as Lot 3, Section 1, Range 7, Cranberry District, Plan 725 Except Part in Plans VIP69195 and VIP69231, located at 1712 Vowels Road and designated within the Fish Habitat Development Permit Area pursuant to the "Electoral Area 'A' OCP Bylaw No. 1240, 2001", be approved subject to the conditions outlined in Schedule No. 1 of the corresponding staff report and the notification requirements pursuant to the Local Government Act with respect to the proposed variances outlined in Schedule No. 1.*
- 2. That the request for relaxation of the minimum 10% frontage requirement for proposed section 946 parcel in conjunction with the subdivision of the property, be approved.*

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90904 – Martindale & Collinge - 3150 Farrar Road - Electoral Area 'A'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. 90904.

That Development Variance Permit Application No. 90904, to permit the conversion of an existing agriculture building to a residential dwelling unit, and to legalize the siting of an existing equipment building, on the subject property legally described as Lot A, Section 6, Range 5, Cedar District, Plan 36559, Electoral Area 'A', be approved subject to the conditions outlined in Schedules No. 1 to 3 and the notification requirements of the Local Government Act.

OTHER

Request for Frontage Relaxation – Skelding - 6610 Doumont Road - Electoral Area 'C'. (Electoral Area Directors except EA 'B' – One Vote)

That the request for relaxation of the minimum 10% frontage requirement in conjunction with the two lot subdivision of the property legally described as That Part of Lot 1, District Lot 35, Wellington District, Plan 3225, Lying Northerly of a Line Drawn Parallel to and Perpendicularly Distant 2.645 Chains Northerly From the Southerly Boundary of Said Lot, be approved.

Temporary Use Permit Applications No. 0901 & 0902 – Earthbank Resource Systems and Fern Road Consulting Ltd. for Fritzsche and Wenngatz – Corner of Hodge's and Fritzsche Roads – Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

1. *That the notes from the Public Information Meeting held on July 6, 2009 be received.*
2. *That Temporary Use Permit Applications No. 0901 and No. 0902, submitted by Earthbank Resources Systems Ltd. and Fern Road Consulting Ltd. on behalf of Irene Wenngatz and Volkhard Fritzsche, for the properties legally described as District Lot 19, Nanoose District, Except That Part in Plan 13475; and Lot C, District Lot 26, Nanoose District, Plan VIP80909, to permit a commercial composting operation and accessory retail sales be approved, subject to the conditions of permit outlined in Schedule No. 1, and subject to comments received as a result of the notification requirements pursuant to the Local Government Act.*

Building Strata Conversion Application – Fern Road Consulting Ltd. for Medd – 1057 & 1065 Page Road – Electoral Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

That the request from Fern Road Consulting Ltd., on behalf of Andrew John Medd for the building strata conversion as shown on the Proposed Strata Plan as Lot D, District Lot 78, Newcastle District, Plan VIP54784, be approved subject to the conditions being met as set out in Schedules No. 1 and 2 of the corresponding staff report.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

- 30-33 Minutes of the Committee of the Whole meeting held September 8, 2009. (for information)

COMMUNICATIONS/CORRESPONDENCE

Lawrence Hawkes, Whiskey Creek Water District, re Request to Convert the Water District to an RDN Service Area. (All Directors – One Vote)

That the correspondence from the Whiskey Creek Water District requesting the conversion of the existing private water system to a Regional District service area, be received.

Aimee Greenaway, Extension Heritage Committee, re Request to Officially Name Area 'C' Community Park C-13 the Extension Miners Community Park. (All Directors – One Vote)

That the correspondence from the Extension Heritage Committee, requesting the re-naming of the Area 'C' Community Park C-13 to the Extension Miners Community Park, be received.

FINANCE AND INFORMATION SERVICES

FINANCE

Operating Results for the Period Ending June 30, 2009. (All Directors – One Vote)

That the summary report of financial results from operations to June 30, 2009 be received for information.

INFORMATION

Wireless Network Feasibility Analysis. (All Directors – One Vote)

That the Wireless Network Feasibility report be received for information.

DEVELOPMENT SERVICES

BUILDING & BYLAW

Property Maintenance Contravention – 1109 Island Highway West – Area 'G'. (All Directors – One Vote)

Delegations wishing to speak to Property Maintenance Contravention at 1109 Island Highway West – Area 'G'.

That should the property maintenance concerns not be rectified by September 22, 2009, pursuant to the "Unsightly Premises Regulatory Bylaw No. 1073, 1996", the Board directs the owner of the above-noted property to remove from the premises those items as set out in the attached resolution within fourteen (14) days; or the work will be undertaken by the Regional District's agents at the owner(s)' cost.

Building Inspection Service Funding.

(Electoral Area Directors - Weighted Vote)

1. *That staff be directed to examine a combined approach of increased tax requisition, fees and charges to cover the full costs of building inspection.*

(All Directors – One Vote)

2. *That staff be directed to schedule a Board seminar to present options for consideration by the Board for the 2010 annual budget and financial plan.*
3. *That staff review alternatives to building inspection in non-building inspection areas as part of the Board seminar preparation.*

EMERGENCY PLANNING

Emergency Planning Service - Select Committee Establishment. (All Directors – One Vote)

That the Board approve the establishment of the Emergency Management Select Committee with the Terms of Reference attached to the staff report.

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Solid Waste Management Service - BC SPCA Request to Waive Tipping Fees. (All Directors – One Vote)

That the Board deny the disposal fee waiver request made by the Parksville-Qualicum branch of the BC SPCA.

WATER AND WASTEWATER SERVICES

WASTEWATER

Bylaw 975.51 - Amends the Pump & Haul Service Establishment Bylaw by Reducing the Service Area Boundaries to Exclude an Area 'E' Property. (All Directors – One Vote)

1. *That the boundaries of the RDN Pump and Haul Local Service Area Bylaw No. 975 be amended to exclude the property legally described as Lot 5, District Lot 78, Plan 25366, Nanoose District (2397 Arbutus Crescent, Electoral Area 'E').*
2. *That "Regional District of Nanaimo Pump and Haul Local Service Area Amendment Bylaw No. 975.51, 2009" be introduced and read three times.*

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Whiskey Creek Water District Request to Convert Water District to RDN Service Area. (All Directors – One Vote)

That staff be directed to prepare a report on the feasibility of converting the Whiskey Creek Water District to a Regional District service area.

Request for Electoral Area 'C' Community Park Name Change. (All Directors – One Vote)

That the Area 'C' community park C-13 (commonly referred to as Extension Community Park or Scannel Creek Park) be officially named Extension Miners Community Park.

NEW BUSINESS

Green's Landing - Wharf. (All Directors – One Vote)

That staff be directed to prepare a report on the costs and any other aspects that would be associated with taking over the operation and maintenance of a wharf at Green's Landing on Gabriola Island.

Application for Coal Mining Operations. (All Directors – One Vote)

That staff prepare a letter to the proponent of a mining licensing application for an area adjacent to the boundaries of Electoral Area 'H', and to the Ministry of Energy, Mines and Petroleum Resources identifying the potential for impact on Electoral Area 'H' and requesting that the community have the opportunity to provide input into the application process prior to public consultation.

7.3 EXECUTIVE STANDING COMMITTEE

From the Executive Committee meeting held September 16, 2009.

34-38

BC Hydro Energy Management Program.

(All Directors – One Vote)

- 1. That the Board apply to BC Hydro for funding under the Energy Management Program for the establishment of a Manager of Energy and Sustainability position with an implementation date of October 2009.*

(All Directors - Weighted Vote)

- 2. That the Strategic Community Investment Funds of \$40,780 currently in the Regional Growth Strategies Budget be transferred to the 2010 General Administration Budget to be used towards funding the Manager of Energy and Sustainability position.*

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

8. ADMINISTRATOR'S REPORTS

39-41 Southern Community Sewer Service – Contract Awards for the Greater Nanaimo Pollution Control Centre Cogeneration Project. (All Directors – Weighted Vote)

42-45 Northern Community Sewer Service – Tender Award for the French Creek Pollution Control Centre Upgrade & Replacement Project and Development Cost Charge Reserve Fund Expenditure Bylaw No. 1581. (All Directors – Weighted Vote; Parksville, Qualicum Beach, EAs 'E', 'F', 'G' & 'H' – Weighted Vote)

46-48 Vancouver Island University Request for Special Event Busing. (Nanaimo, Lantzville, EAs 'A', 'C' – Weighted Vote)

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

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

Armstrong, Jane

From: FISH COMPOST [fishcompost@shaw.ca]
Sent: September 14, 2009 3:14 PM
To: Armstrong, Jane
Subject: Re: Appearing as RDN Delegation

Hi Jane,

Thanks for the reminder! The following point forms should cover everything, if not please let me know.

Name of business: Earthbank Resources

Spokesperson: Jessica Reid

Address: 1424 Hodges Road, Parksville BC V9P 2B5

Contact: 250-954-0118, 604-892-4079, fishcompost@shaw.ca

Title: Earthbank Resources

Statement: Earthbank Resources utilizes fish and wood waste as feedstocks for compost, a powerful soil amendment used by local farmers and gardeners. This presentation will give a brief history of Earthbank, show how the compost is received at the site, the composting process, and how the business is in line with the RDN Zero Waste and environmental sustainability principles.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, AUGUST 25, 2009, AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	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 E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Kipp	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

The Chairperson asked all in attendance to rise and join in a minute of silence in memory of Chief Viola Wyse.

The Chairperson introduced the new Manager of Current Planning, Dale Lindsay, to the Board.

DELEGATIONS

MOVED Director Westbroek, SECONDED Director Holdom, that late delegations be permitted to address the Board.

CARRIED

Elaine Miller, re Application for Relocation of the Frontiersman Pub & Retail Liquor Store.

Ms. Miller reiterated her concerns regarding the approval of an application for relocation of the Frontiersman Pub and Retail Liquor Store, and requested that the Board provide the LCLB with a resolution to not support the relocation.

Sharon Cox-Gustavson, re Application for Relocation of the Frontiersman Pub & Retail Liquor Store.

Ms. Cox-Gustavson raised her concerns regarding the relocation of the Frontiersman Pub and Retail Liquor Store noting that the property is not on a public water system or a public sewer system among other concerns with the application for relocation. Ms. Cox-Gustavson requested that the Board not support the relocation application.

BOARD MINUTES

MOVED Director Westbrook, SECONDED Director McNabb, that the minutes of the regular Board meeting held July 28, 2009 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Elaine Miller, re Relocation of Frontiersman Pub & Liquor Store.

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from Elaine Miller regarding the relocation of the Frontiersman Pub and Liquor Store be received.

CARRIED

Mark Sommerfeld, re Development Permit with Variance Application No. 60921.

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from Mark Sommerfeld regarding Development Permit with Variance Application No. 60921 be received.

CARRIED

Brian & Vicky Field, re Development Permit with Variance Application No. 60926.

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from Brian & Vicky Field regarding Development Permit with Variance Application No. 60926 be received.

CARRIED

Allen Penner & Katie Lock, re Development Permit with Variance Application No. 60926.

MOVED Director Holme, SECONDED Director Bestwick, that the correspondence from Allen Penner and Katie Lock regarding Development Permit with Variance Application No. 60926 be received.

CARRIED

UNFINISHED BUSINESS

Items referred from the regular Board meeting held July 28, 2009.

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. 60921 – Whitaker – 5361 Island Highway West – Electoral Area ‘H’.

Mr. Whitaker provided a description of the property’s location and an overview of the application.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance Application No. 60921, to construct a dwelling unit and attached garage with a maximum height of 8.7 meters within the Hazard Lands and Environmentally Sensitive Features Development Permit Area pursuant to “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Bylaw No. 1335, 2003”, for the property legally described as Lot A, District Lot 16, Newcastle District, Plan 11435 be approved subject to the conditions outlined in Schedules No. 1 to 4 and the notification requirements of the *Local Government Act*.

CARRIED

Development Permit with Variance Application No. 60926 – Ivens – 3951 Bovanis Road – Area ‘H’.

Ms. Ivens noted that she had spoken to neighbouring property owners to familiarize them with the application and possibly relieve any concerns they may have with the application.

MOVED Director Bartram, SECONDED Director Holme, that Development Permit with Variance Application No. 60926, for the construction of a second storey addition to an existing single dwelling unit on the subject property legally described as Lot 6, District Lots 85 and 22, Newcastle District, Plan 23173, be approved subject to the conditions outlined in Schedules No. 1 to 4 and the notification requirements of the *Local Government Act*.

CARRIED

BYLAWS

For Adoption.

Bylaw No. 888.05.

MOVED Director Burnett, SECONDED Director McNabb, that “Southern Community Sewer Local Service Apportionment Amendment Bylaw No. 888.05, 2009” be adopted.

CARRIED

Bylaw No. 889.50.

MOVED Director Burnett, SECONDED Director McNabb, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.50, 2009” be adopted.

CARRIED

Bylaw No. 889.51.

MOVED Director Holme, SECONDED Director Bestwick, that “Northern Community Sewer Service Area Apportionment Amendment Bylaw No. 889.50, 2009” be adopted.

CARRIED

Bylaw No. 975.50.

MOVED Director Bartram, SECONDED Director Haime, that “Regional District of Nanaimo Pump & Haul Local Service Area Amendment Bylaw No. 975.50, 2009” be adopted.

CARRIED

Bylaw No. 1124.07.

MOVED Director Holme, SECONDED Director Johnstone, that “Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.07, 2009” be adopted.

CARRIED

ADMINISTRATOR’S REPORTS

Solid Waste Disposal Service – Church Road Transfer Station Retrofit, Redevelopment & Expansion – 75% Design Completion Cost Estimate.

MOVED Director Holme, SECONDED Director Bartram, that the contract with AECOM to provide engineering services related to the retrofit, redevelopment and expansion of the Church Road Transfer Station be adjusted up to a value of \$847,700.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that the Board direct staff to engage Morrison Hershfield at a cost of \$73,700 for LEED certification and commissioning.

CARRIED

2009 Wastewater Infrastructure Planning Grant Applications.

MOVED Director Burnett, SECONDED Director McNabb, that the Board support applications to the Ministry of Community & Rural Development for Infrastructure Planning (Study) Grant applications for the following Water and Wastewater Services program initiatives:

1. Duke Point Pollution Control Centre as a Servicing Option for Electoral Area ‘A’.
2. Evaluation of Anaerobic Digesters at the French Creek Pollution Control Centre.

CARRIED

L’Association des francophones de Nanaimo Request for Special Event Busing.

MOVED Director McNabb, SECONDED Director Holdom, that the application by the L’Association des francophones de Nanaimo for transit service to be provided between the BC Ferries terminal at Departure Bay and the Maple Sugar Festival being held at the Beban Park Complex from February 19 to February 21, 2010 be approved on condition that regular fares be applied.

CARRIED

Bylaw No. 1580 – To Exempt the Alberni Clayoquot Regional District from Property Taxes.

MOVED Director Westbrook, SECONDED Director Sherry, that “Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1580, 2009” be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Sherry, that “Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1580, 2009” be adopted.

CARRIED

Errington Fire Protection Service – Recertification for Superior Tanker Shuttle Rating.

MOVED Director Biggemann, SECONDED Director Bestwick, that correspondence be sent to the Fire Underwriters Survey, with a copy to all British Columbia Regional Districts, seeking a five year phase in of the new qualification standard for a Superior Tanker Shuttle Service rating for existing qualified fire departments.

CARRIED

Frontiersman Pub and Retail Liquor Store – Proposed Amendment to Existing Liquor Primary License Application.

MOVED Director Biggemann, SECONDED Director Holme,:

That the Board advise the BC Liquor Control and Licensing Branch that it has no comment with respect to the proposed amendment to the Liquor-Primary License for the Frontiersman Neighbourhood Pub and Retail Liquor Store; and further,

That staff be directed to forward the comments received from the residents up to and including the public hearing held on July 29, 2009, and to include the staff report with the submission, which provides a summary of potential implications of the amendment application.

CARRIED

Building Permit Processing Times.

MOVED Director McNabb, SECONDED Director Bestwick, that the Board receive the report on the current status of Building Permit wait times for information and that staff forward a letter to the development community.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 7:38 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SPECIAL BOARD MEETING
HELD ON TUESDAY, SEPTEMBER 8, 2009, AT 7:32 PM
RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Alternate	
Director D. Niwa	Electoral Area F
Director D. Bartram	Electoral Area H
Director E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director L. McNabb	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Ruttan	City of Nanaimo
Alternate	
Director F. Pattje	City of Nanaimo

Also in Attendance:

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

UNFINISHED BUSINESS

BYLAWS

For Adoption.

Bylaw No. 1004.04.

MOVED Director Burnett, SECONDED Director Bartram, that "Duke Point Sewer Local Service Area Amendment Bylaw No. 1004.04, 2009" be adopted.

CARRIED

Bylaw No. 1445.03.

MOVED Director Burnett, SECONDED Director Mayne, that Cedar Sewer Service Area Amendment Bylaw No. 1445.03, 2009” be adopted.

CARRIED

Bylaw No. 1565.

MOVED Director Burnett, SECONDED Director Westbrook, that “Cedar Sewer Small Residential Properties Stage 2 Capital Financing Service Establishment Bylaw No. 1565, 2009” be adopted.

CARRIED

Bylaw No. 1566.

MOVED Director Burnett, SECONDED Director Bartram, that “Cedar Sewer Small Residential Properties Stage 2 Loan Authorization Bylaw No. 1566, 2009” be adopted.

CARRIED

Bylaw No. 787.12.

MOVED Director Westbrook, SECONDED Director Niwa, that “Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.12, 2009” be adopted.

CARRIED

NEW BUSINESS

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director McNabb, that Michael Procter be appointed as the Electoral Area ‘H’ representative on the District 69 Recreation Commission for a term expiring January 1, 2012.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director McNabb, that this meeting adjourn to allow for an In Camera Committee of the Whole meeting.

CARRIED

TIME: 7:34 PM

CHAIRPERSON

SR. MGR, CORPORATE ADMINISTRATION



CAO APPROVAL	
EAP	
COW	
SEP 11 2009	
RHD	
BOARD	✓ Sept 22 '09

MEMORANDUM

TO: Dale Lindsay
Manager, Current Planning

DATE: September 10, 2009

FROM: Susan Cormie
Senior Planner

FILE: 3360 30 0710
PL20090000520

SUBJECT: Bylaw Amendment Bylaw No. 500.344 – Applicants: L & R Bevis
Electoral Area 'C' – 3125 Kilpatrick Road
Folio No. 768. 05210.525

PURPOSE

To consider Bylaw 500.344 for adoption.

BACKGROUND

Bylaw No. 500.344 was introduced and given 1st and 2nd reading on November 27, 2007. This was followed by a Public Hearing held on January 10, 2008. The Board granted 3rd reading for the amendment bylaw on January 22, 2008.

The purpose of this amendment bylaw is to rezone the property located at 3125 Kilpatrick Road and legally described as Lot 1, Section 12, Range 4, Mountain District, Plan VIP63679 from Subdivision District 'D' (2.0 ha minimum parcel size with or without community services) to Subdivision District 'F' (1.0 ha minimum parcel size with or without community services) in order to facilitate the development of a two-lot subdivision with a maximum of one dwelling unit per lot (see Attachment No. 1 for Location of Subject Property and Schedule No. 2 for proposed plan of subdivision).

At 3rd reading of this amendment application, the Conditions for Approval include the confirmation that the water supply meets the minimum Canadian Drinking Water Standards in terms of quality and quantity, septic has been approved by the local health authority, and the stream enhancement works have been completed to the satisfaction of a qualified environmental professional. These conditions, which are to be completed prior to consideration of 4th reading of the corresponding bylaw, are outlined in Schedule No. 1. The applicant has provided written documentation confirming the completion of these conditions.

ALTERNATIVES

1. To adopt Bylaw No. 500.344, 2007.
2. To not adopt Bylaw No. 500.344, 2007.

VOTING

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

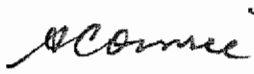
SUMMARY

"Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.344, 2007" was considered by the Board and given 1st and 2nd reading on November 27, 2007. Subsequent to that, a Public Hearing was held on January 10, 2008 and the Board granted 3rd reading on January 22, 2008. As the conditions of approval, as outlined in *Schedule No. 1*, have been completed, this amendment bylaw may now be considered for adoption.

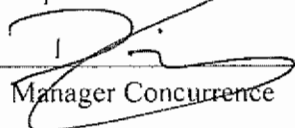
The following recommendation is provided for consideration by the Board.

RECOMMENDATION

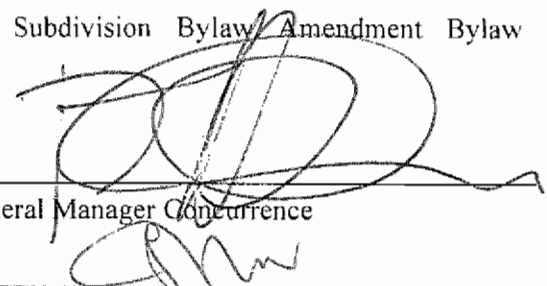
That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.344, 2007", be adopted.



Report Writer



Manager Concurrence



General Manager Concurrence



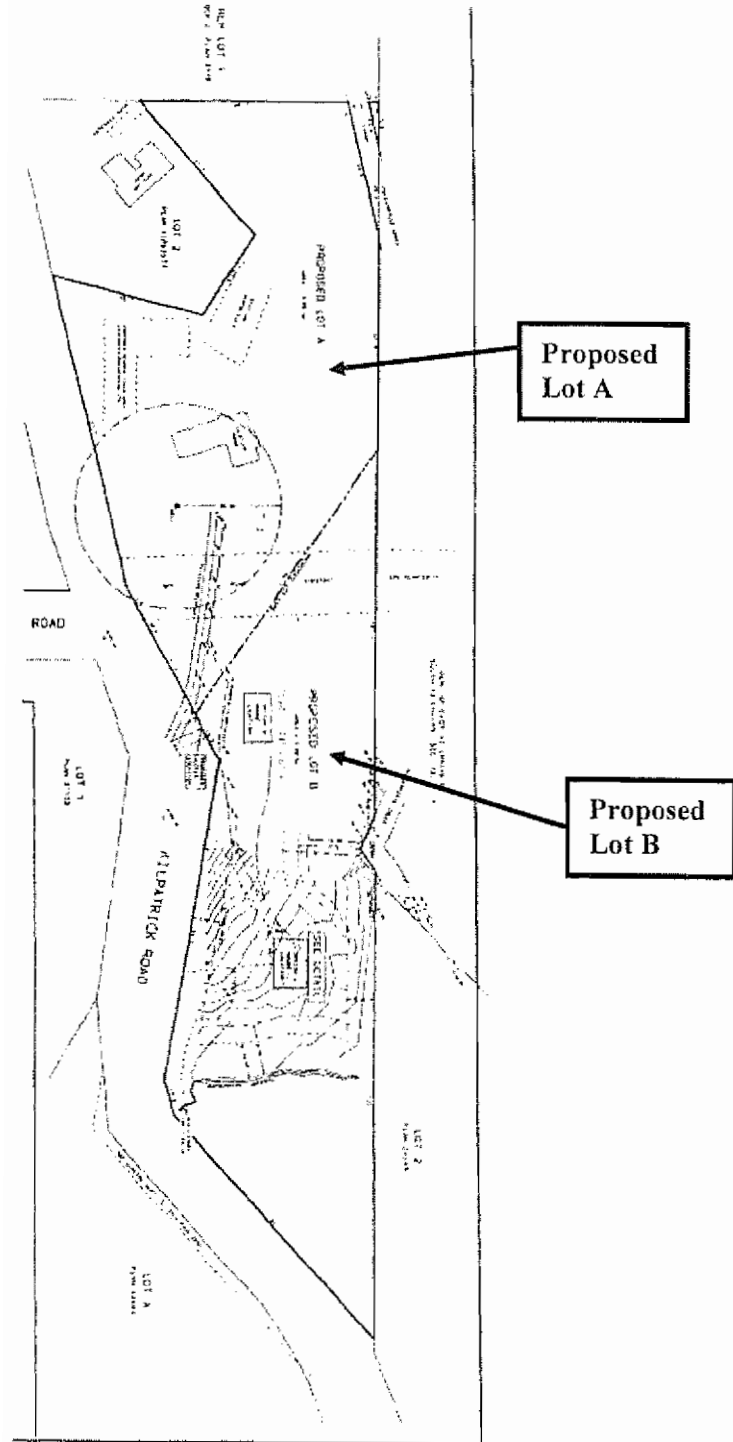
CAO Concurrence

Schedule No. 1
Amendment Bylaw No. 500.344
Conditions of Approval

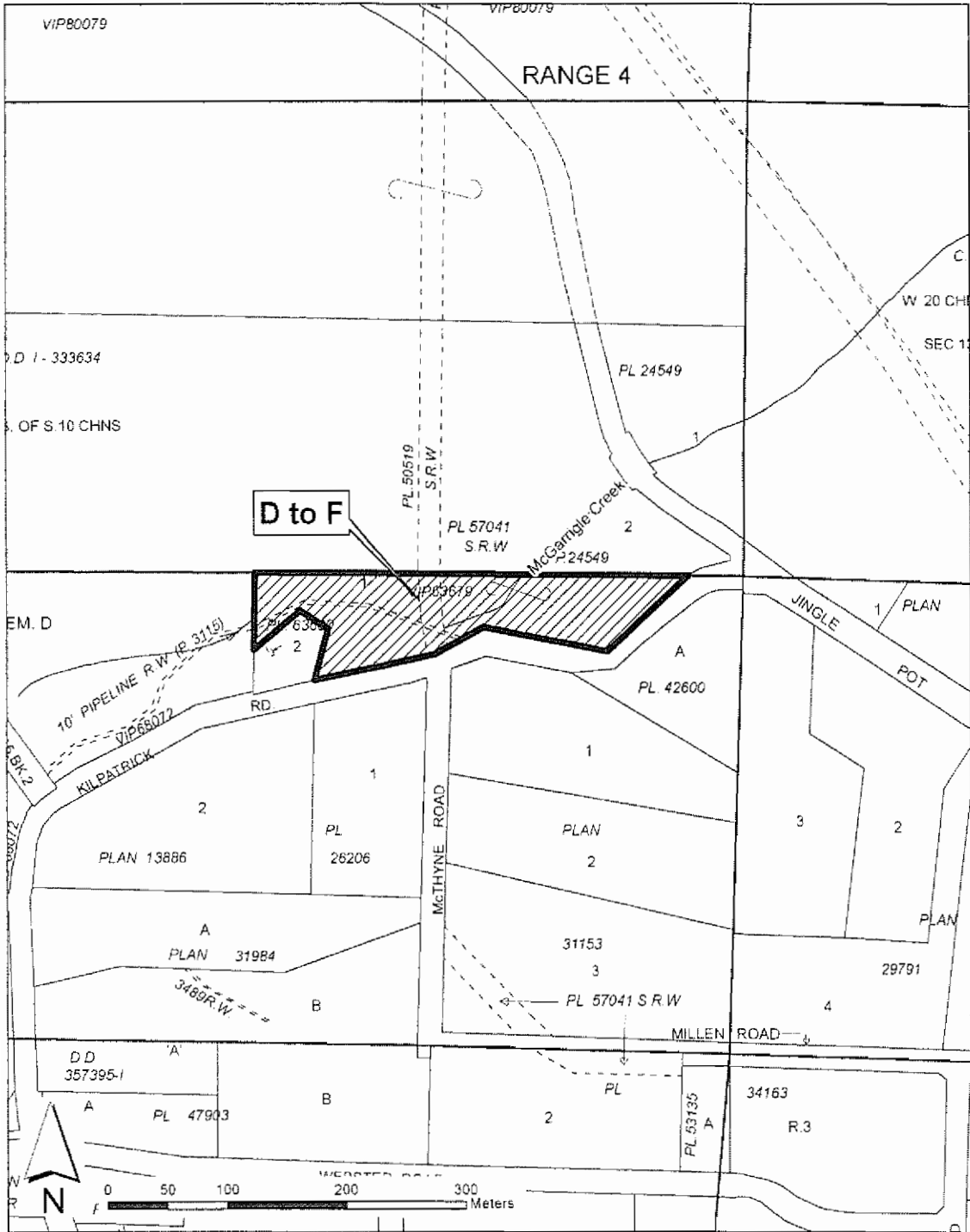
The following sets out the conditions of approval in conjunction with ZA0710:

1. Professional engineer's report certifying that for proposed Lot B, as shown on Schedule No. 2 (Proposed Plan of Subdivision prepared by Williamson & Associates, BCLS and dated Sept 12, 07), a drilled water well is constructed which, at a minimum, has a year round potable water supply in the amount of 3.5 m³ per day and that the water supply meets the minimum Canadian Drinking Water Standards in terms of quality. Proof shall include the drilled well be constructed as per the current well regulations and pump tested and certified, including wellhead protection. This report must be acceptable to the Regional District.
2. Professional engineer's report certifying that for proposed Lot A, as shown on Schedule No. 2 (Proposed Plan of Subdivision prepared by Williamson & Associates, BCLS and dated Sept 12, 07), the existing well has a year round potable water supply in the amount of 3.5 m³ per day and that the water supply meets the minimum Canadian Drinking Water Standards in terms of quality. Proof shall include the drilled well has been constructed as per the current well regulations and pump tested and certified, including wellhead protection. This report must be acceptable to the Regional District.
3. Applicant to provide confirmation that provision of septic disposal has been met to the satisfaction of the Vancouver Island Health Authority.
4. Applicant is complete the stream enhancement works as set out in the Riparian Assessment Report prepared by Toth and Associates Environmental Services and dated July 12, 2006 to the satisfaction of a Qualified Environmental Professional (QEP). Written completion of these works is to be submitted to the Regional District of Nanaimo by the QEP. Applicant to ensure that all required Provincial and Federal approvals concerning the stream enhancement works are in place prior to commencing works. If approvals are not in place, applicant is to obtain a development permit prior to proceeding.

Schedule No. 2
Amendment Bylaw No. 500.344
Proposed Plan of Subdivision



Attachment No. 1
Amendment Bylaw No. 500.344
Location of Subject Property



BCGS MAPSHEET NO 92F020.42



EAP		
COW		
SEP 14 2009		
RHD		
BOARD	✓	Sept 22 '09

MEMORANDUM

TO: Dale Lindsay
Manager, Community Planning

DATE: September 14, 2009

FROM: Susan Cormie
Senior Planner

FILE: 3360 30 0802

SUBJECT: Amendment Bylaw No. 500.347
JE Anderson, BCLS on behalf of D Morgan
Electoral Area 'H' - 1170 Spider Lake Road, Spider Lake Area

PURPOSE

To consider Bylaw 500.347 for adoption.

BACKGROUND

Bylaw No. 500.347 was introduced and given 1st and 2nd reading on January 27th, 2009. This was followed by a Public Hearing held on February 19, 2009. The Board granted 3rd reading for the amendment bylaw on March 24, 2009. At the meeting of May 26, 2009 the Board amended the conditions of approval and reconsidered 3rd reading of the Bylaw.

The purpose of this amendment bylaw is to rezone the parcel legally described as Lot 20, Block 360, Newcastle District, Plan 37698 and located at 1170 Spider Lake Road in the Spider Lake Area of Electoral Area 'H' (*see Attachment No. 1 for location of subject property*) from Subdivision District 'B' (8.0 ha minimum parcel size with or without community services) to Subdivision District 'CC' (4.0 ha minimum parcel size with or without community services) with a minimum parcel size of 4.0 ha in order to facilitate a two-lot subdivision of the parent parcel (*see Attachment No. 1 for Location of Subject Property and Schedule No. 2 for proposed plan of subdivision*).

At 3rd reading of this amendment application, the Amended Conditions for Approval include the registration of three covenant documents on title restricting the future development of the parent parcel. These covenants, which are to be registered prior to consideration of 4th reading of the corresponding bylaw, are outlined in *Schedule No. 1*. The documents have now been registered at Land Title Office.

ALTERNATIVES

1. To adopt Bylaw No. 500.347, 2009.
2. To not adopt Bylaw No. 500.347, 2009.

VOTING

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

SUMMARY

"Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.347, 2009" was considered by the Board and given 1st and 2nd reading on January 27th, 2009. Subsequent to that, a Public Hearing was held on February 19, 2009 and the Board granted 3rd reading on March 24, 2009. The Board then rescinded 3rd reading and reconsidered 3rd reading on May 26, 2009. As the amended conditions of approval, as outlined in *Schedule No. 1*, have been completed, this amendment bylaw may now be considered for adoption.

The following recommendation is provided for consideration by the Board.

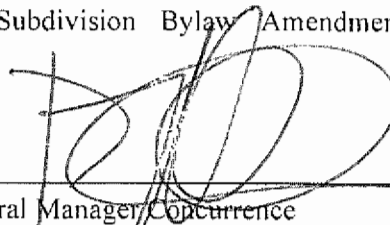
RECOMMENDATION

That "Regional District of Nanaimo Land Use and Subdivision Bylaw Amendment Bylaw No. 500.347, 2009", be adopted.



Report Writer


Manager Concurrence



General Manager Concurrence



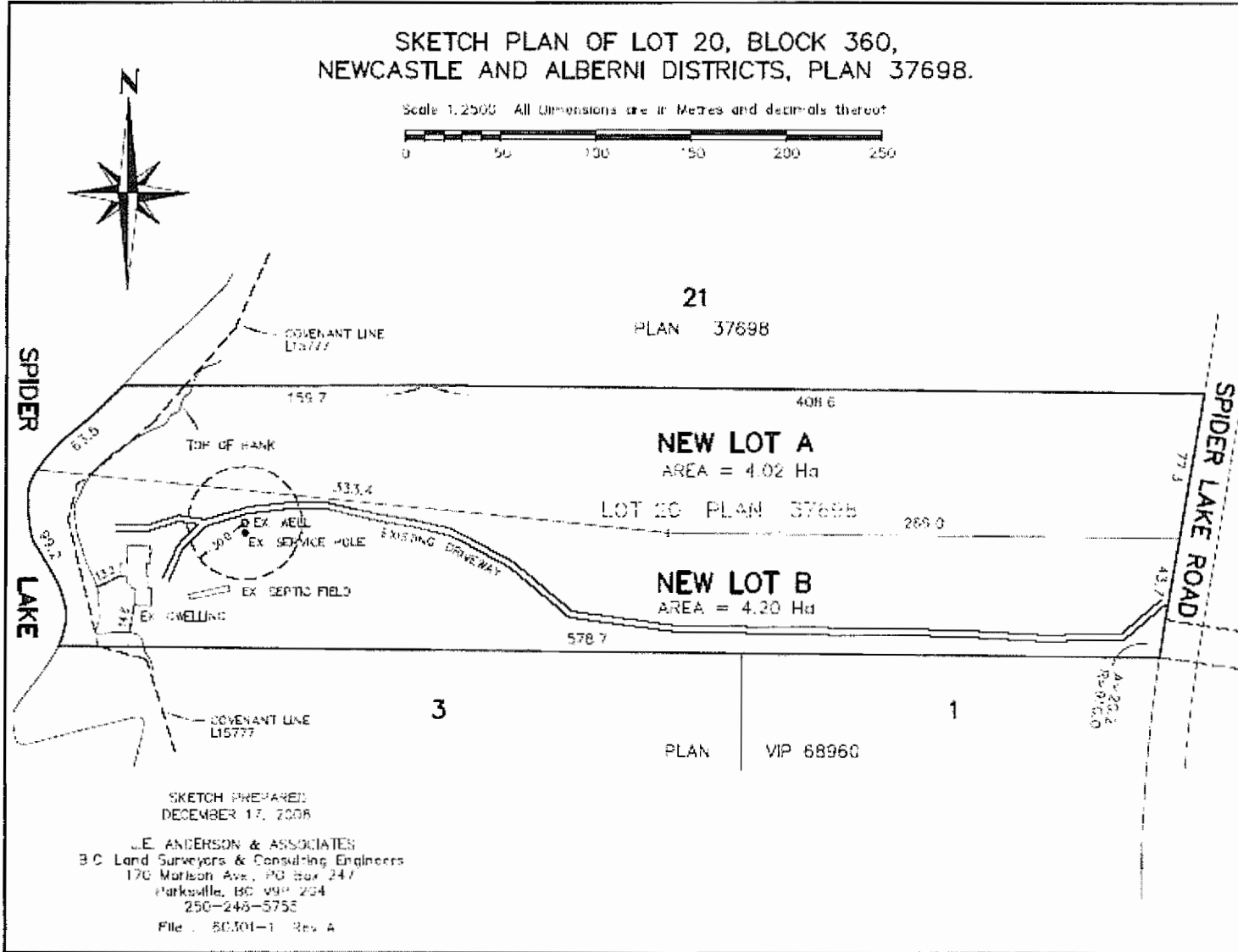
CAO Concurrence

Schedule No. 1
Amended Conditions for Approval
Amendment Application No. ZA0802
Lot 20, Block 360, Newcastle District, Plan 37698

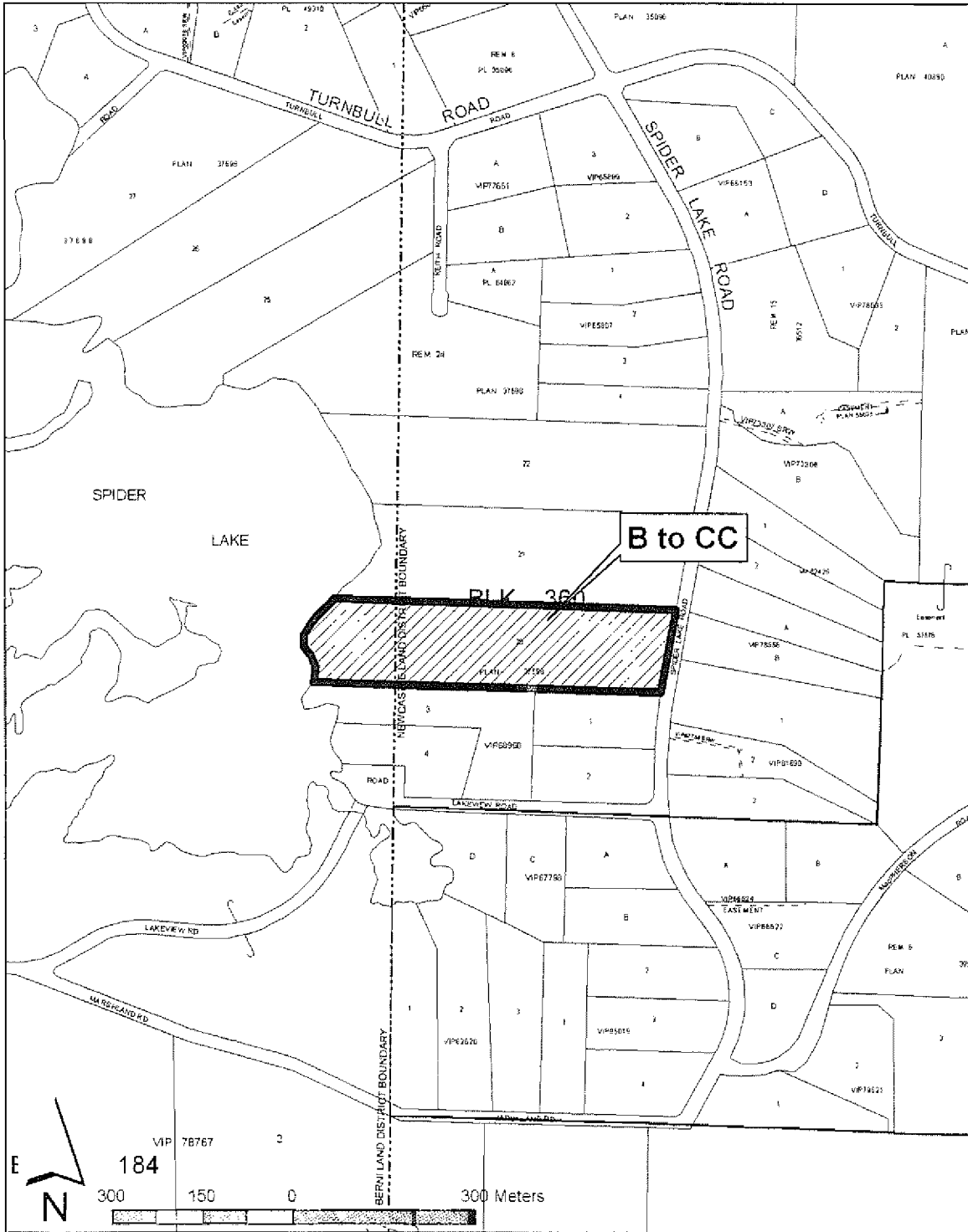
The applicant is to provide the following documentation prior to the amendment applications being considered for 4th reading:

1. All covenants are to be prepared and registered by the applicant to the satisfaction of the Regional District prior to consideration of 4th reading. Draft covenant documents are to be forwarded to the RDN for review prior to registration at Land Title Office, Victoria, BC. For all proposed parcels, the following section 219 covenants shall be registered on title:
 - a) A section 219 covenant restricting:
 - i) No further subdivision of the land, including a subdivision pursuant to the *Strata Property Act*;
 - c) A section 219 covenant registering the Hydrogeological Assessment Report prepared by H₂O Environmental Ltd., dated August 26, 2008.
 - d) A section 219 covenant restricting the subdivision of the parent parcel as set out in the proposed plan of subdivision attached as Schedule No. 2 to this staff report.

Schedule No. 2
 Amendment Bylaw No. 500.347
 Proposed Plan of Subdivision



Attachment No. 1
Amendment Bylaw No. 500.347
Location of Subject Property



BCGS MAPSHEET NO. 92F 037.2.4

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, SEPTEMBER 8, 2009, AT 6:30 PM
IN THE RDN BOARD CHAMBERS**

Present:

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

Also in Attendance:

M. Pearse	Senior Manager, Corporate Administration
P. Thorkelsson	General Manager, Development Services
D. Lindsay	Manager, Current Planning
N. Tonn	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Director Niwa and Dale Lindsay, Manager of Current Planning, to the meeting.

MINUTES

MOVED Director Holme, SECONDED Director Burnett, that the minutes of the Electoral Area Planning Committee meeting held July 14, 2009 be adopted.

CARRIED

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. 60927 – Cowen – 1435 Grieg Road – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Young, that Development Permit Application No. 60927, to permit the construction of two dwelling units on the property legally described as Strata Lot 2, District Lot 129, Nanoose District, Strata Plan VIS6121 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form V, be approved subject to the conditions outlined in Schedules No. 1 to 4.

CARRIED

Development Permit Application No. 60919 – Fern Road Consulting Ltd. for Rothwell – 231, 235 & 241 Hilliers Road – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Young, that Development Permit Application No. 60919 submitted by Fern Road Consulting Ltd., on behalf of R. Rothwell, in conjunction with the subdivision on the parcel legally described as Lot 1, District Lots 91 and 42, Newcastle District and of District Lot 144, Nanoose District (situated in Newcastle District), Plan 13306, Except Part in Plan VIP59597 and designated within the Environmentally Sensitive Features Development Permit Area for aquifer protection pursuant to the “Electoral Area ‘G’ Official Community Plan Bylaw No. 1540, 2008”, be approved, subject to the conditions outlined in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

Development Permit Application No. 60933 – Mardaga – 3790 Mallard Place – Electoral Area ‘E’.

MOVED Director Holme, SECONDED Director Burnett, that Development Permit Application No. 60933, to construct a dwelling unit and accessory building within the Environmentally Sensitive Features Development Permit Area pursuant to “Regional District of Nanaimo Nanoose Bay Official Community Plan Bylaw No. 1400, 2005”, for 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 4.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. 60932 & Request for Frontage Relaxation – Judge – 1712 Vowels Road – Electoral Area ‘A’.

MOVED Director Burnett, SECONDED Director Young, that Development Permit with Variance Application No. 60932, submitted by Pauline Judge, in conjunction with the subdivision on the parcel legally described as Lot 3, Section 1, Range 7, Cranberry District, Plan 725 Except Part in Plans VIP69195 and VIP69231, located at 1712 Vowels Road and designated within the Fish Habitat Development Permit Area pursuant to the “Electoral Area ‘A’ OCP Bylaw No. 1240, 2001”, be approved subject to the conditions outlined in Schedule No. 1 of the corresponding staff report and the notification requirements pursuant to the *Local Government Act* with respect to the proposed variances outlined in Schedule No. 1.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the request for relaxation of the minimum 10% frontage requirement for proposed section 946 parcel in conjunction with the subdivision of the property, be approved.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. 90904 – Martindale & Collinge – 3150 Farrar Road – Electoral Area ‘A’.

MOVED Director Burnett, SECONDED Director Young, that Development Variance Permit Application No. 90904, to permit the conversion of an existing agriculture building to a residential dwelling unit, and to legalize the siting of an existing equipment building, on the subject property legally described as Lot A, Section 6, Range 5, Cedar District, Plan 36559, Electoral Area ‘A’, 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 Frontage Relaxation – Skelding – 6610 Doumont Road – Electoral Area ‘C’.

MOVED Director Young, SECONDED Director Holme, that the request for relaxation of the minimum 10% frontage requirement in conjunction with the two lot subdivision of the property legally described as That Part of Lot 1, District Lot 35, Wellington District, Plan 3225, Lying Northerly of a Line Drawn Parallel to and Perpendicularly Distant 2.645 Chains Northerly From the Southerly Boundary of Said Lot, be approved.

CARRIED

Temporary Use Permit Applications No. 0901 & 0902 – Earthbank Resource Systems and Fern Road Consulting Ltd. for Fritzsche and Wengatz – Corner of Hodge’s and Fritzsche Roads – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Young, that the notes from the Public Information Meeting held on July 6, 2009 be received.

CARRIED

MOVED Director Stanhope, SECONDED Director Young, that Temporary Use Permit Applications No. 0901 and No. 0902, submitted by Earthbank Resources Systems Ltd. and Fern Road Consulting Ltd. on behalf of Irene Wengatz and Volkhard Fritzsche, for the properties legally described as District Lot 19, Nanoose District, Except That Part in Plan 13475; and Lot C, District Lot 26, Nanoose District, Plan VIP80909, to permit a commercial composting operation and accessory retail sales be approved, subject to the conditions of permit outlined in Schedule No. 1, and subject to comments received as a result of the notification requirements pursuant to the *Local Government Act*.

CARRIED

Building Strata Conversion Application – Fern Road Consulting Ltd. for Medd – 1057 & 1065 Page Road – Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Holme, that the request from Fern Road Consulting Ltd., on behalf of Andrew John Medd for the building strata conversion as shown on the Proposed Strata Plan as Lot D, District Lot 78, Newcastle District, Plan VIP54784, be approved subject to the conditions being met as set out in Schedules No. 1 and 2 of the corresponding staff report.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:41 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, SEPTEMBER 8, 2009 AT 7:00 PM
IN THE RDN BOARD CHAMBERS**

Present:

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Alternate	
Director D. Niwa	Electoral Area F
Director D. Bartram	Electoral Area H
Director E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director B. Holdom	City of Nanaimo
Alternate	
Director F. Pattje	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
J. Finnie	General Manager of Water & Wastewater Services
D. Trudeau	General Manager of Transportation & Solid Waste
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 Niwa and Pattje to the meeting.

MINUTES

MOVED Director McNabb, SECONDED Director Johnstone, that the minutes of the regular Committee of the Whole meeting held July 14, 2009 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Lawrence Hawkes, Whiskey Creek Water District, re Request to Convert the Water District to an RDN Service Area.

MOVED Director Holme, SECONDED Director Burnett, that the correspondence from the Whiskey Creek Water District requesting the conversion of the existing private water system to a Regional District service area, be received.

CARRIED

Aimee Greenaway, Extension Heritage Committee, re Request to Officially Name Area 'C' Community Park C-13 the Extension Miners Community Park.

MOVED Director Holme, SECONDED Director Burnett, that the correspondence from the Extension Heritage Committee, requesting the re-naming of the Area 'C' Community Park C-13 to the Extension Miners Community Park, be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Operating Results for the Period Ending June 30, 2009.

MOVED Director Sherry, SECONDED Director Bartram, that the summary report of financial results from operations to June 30, 2009 be received for information.

CARRIED

INFORMATION SERVICES

Wireless Network Feasibility Analysis.

MOVED Director Bestwick, SECONDED Director Burnett, that the Wireless Network Feasibility report be received for information.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Property Maintenance Contravention – 1109 Island Highway West – Area 'G'.

Mr. Daryl Henry provided additional information with respect to his property at 1109 Island Highway West.

MOVED Director Westbroek, SECONDED Director Burnett, that should the property maintenance concerns not be rectified by September 22, 2009, pursuant to the "Unsightly Premises Regulatory Bylaw No. 1073, 1996", the Board directs the owner of the above-noted property to remove from the premises those items as set out in the attached resolution within fourteen (14) days; or the work will be undertaken by the Regional District's agents at the owner(s)' cost.

CARRIED

Building Inspection Service Funding.

MOVED Director McNabb, SECONDED Director Bartram, that staff be directed to examine a combined approach of increased tax requisition, fees and charges to cover the full costs of building inspection.

CARRIED

MOVED Director McNabb, SECONDED Director Bartram, that staff be directed to schedule a Board seminar to present options for consideration by the Board for the 2010 annual budget and financial plan.

CARRIED

MOVED Director McNabb, SECONDED Director Bartram, that staff review alternatives to building inspection in non-building inspection areas as part of the Board seminar preparation.

CARRIED

EMERGENCY PLANNING

Emergency Planning Service – Select Committee Establishment.

MOVED Director McNabb, SECONDED Director Holme, that the Board approve the establishment of the Emergency Management Select Committee with the Terms of Reference attached to the staff report.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Solid Waste Management Service – BC SPCA Request to Waive Tipping Fees.

MOVED Director Holme, SECONDED Director Burnett, that the Board deny the disposal fee waiver request made by the Parksville-Qualicum branch of the BC SPCA.

CARRIED

The Committee requested that the letter include a suggestion be made to the BC SPCA that they may wish to apply for a grant-in-aid.

WATER AND WASTEWATER SERVICES

WASTEWATER

Bylaw No. 975.51 – Amends the Pump & Haul Service Establishment Bylaw by Reducing the Service Area Boundaries to Exclude an Area ‘E’ Property.

MOVED Director Holme, SECONDED Director McNabb, that the boundaries of the RDN Pump and Haul Local Service Area Bylaw No. 975 be amended to exclude the property legally described as Lot 5, District Lot 78, Plan 25366, Nanoose District (2397 Arbutus Crescent, Electoral Area ‘E’).

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that “Regional District of Nanaimo Pump and Haul Local Service Area Amendment Bylaw No. 975.51, 2009” be introduced and read three times.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Whiskey Creek Water District Request to Convert Water District to RDN Service Area.

MOVED Director Niwa, SECONDED Director Bartram, that staff be directed to prepare a report on the feasibility of converting the Whiskey Creek Water District to a Regional District service area.

CARRIED

Request for Electoral Area 'C' Community Park Name Change.

MOVED Director Young, SECONDED Director Burnett, that the Area 'C' community park C-13 (commonly referred to as Extension Community Park or Scannel Creek Park) be officially named Extension Miners Community Park.

CARRIED

NEW BUSINESS

Green's Landing - Wharf.

MOVED Director Rudischer, SECONDED Director Bartram, that staff be directed to prepare a report on the costs and any other aspects that would be associated with taking over the operation and maintenance of a wharf at Green's Landing on Gabriola Island.

CARRIED

Application for Coal Mining Operations.

MOVED Director Bartram, SECONDED Director Young, that staff prepare a letter to the proponent of a mining licensing application for an area adjacent to the boundaries of Electoral Area 'H', and to the Ministry of Energy, Mines and Petroleum Resources identifying the potential for impact on Electoral Area 'H' and requesting that the community have the opportunity to provide input into the application process prior to public consultation.

CARRIED

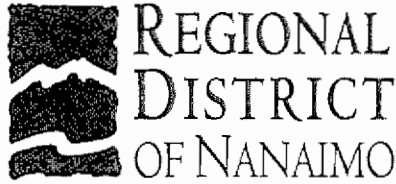
ADJOURNMENT

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

CARRIED

TIME: 7:30 PM

CHAIRPERSON



RDN REPORT	
CAO APPROVAL	
EAP	
COW	
SEP 14 2009	
RHD	
BCARD	
<i>Exec. Comm. - Sept. 16/09</i>	

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: September 8, 2009

FROM: P. Thorkelsson
General Manager, Development Services

FILE:

SUBJECT: BC Hydro Energy Management Program

PURPOSE:

To utilize the BC Hydro Energy Management program to assist the Regional District in addressing energy efficiency and carbon neutral initiatives in response to the Climate Action Charter and ongoing initiatives relating to the Board's goals with respect to sustainability and greenhouse gas (GHG) reduction.

BACKGROUND:

In early 2009 Development Services staff arranged workshops with BC Hydro to identify our strengths and weaknesses with respect to energy efficiency policy and implementation activities. Most recently BC Hydro advised us that they have a funding program in place, the "Energy Management Program", to assist organizations with the costs of creating and implementing an effective program on energy management. Specifically, they will provide 50% cost sharing up to \$50,000 per year for an "energy manager" with the intended result that the organization will have a well developed energy policy and plan within a two year period. The intent of the BC Hydro program is to support local governments in hiring an energy manager position in order to enable an organization to meet five focus areas referred to as Key Management Practice Actions:

1. **Demonstrated Leadership Commitment**
Arrange for an executive-level officer to sign and sponsor an energy-specific policy or directive containing specific, quantitative goals and objectives for improving energy efficiency and/ or reducing energy costs.
2. **Understanding Performance and Objectives**
Establish the energy and consumption and determine the potential energy savings for each major operational area, facility or system by applying a more comprehensive and holistic approach to energy analysis and compile a multi-year implementation plan.
3. **Accountabilities**
Establish clear roles, accountabilities and expectations for energy control accordingly to/ for the Energy Manager and site coordinators in the departmental areas.
4. **Awareness and Training**
Conduct basic energy-awareness activities within your organization focusing on cost savings and environmental issues associated with energy use.

5. Reporting and Feedback

Establish regular reporting of energy use metrics to key departmental or site personnel.

Energy management is a critical element to achieving carbon neutrality. Efforts in this regard are currently dispersed throughout our organization, falling to individual facility operators and departments. Some efforts are being made; however it is challenging to ensure consistency and there is a lack of expertise to investigate and coordinate the increasingly wide range of alternative approaches to energy management. The funding assistance from BC Hydro provides an opportunity to respond corporately to our strategic plan objectives on sustainable business practices.

In order to take advantage of the opportunity made available through the BC Hydro Energy Management Program, staff have reviewed the current organizational structure to determine where a new energy management position could best fit within the organization. A specific job description has been developed by BC Hydro that requires local government acceptance in order to be eligible for funding. Because the program is expected to address cross-departmental corporate activities related to energy use, funding for a position would be most appropriately allocated through the General Administration Budget.

The new position would be hired using BC Hydro funding of up to \$50,000 to offset 50% of the wage and benefit costs. The position's first task will be to implement an energy policy and develop an action plan for all Regional District departments. BC Hydro would provide annual funding through a contract with the Regional District which is expected to continue over at least the next two years. The proposed changes will result in a stronger organizational response, opportunities for increased savings in energy consumption, increased opportunities to be eligible for grant funding, and a greater chance of achieving carbon neutral status by 2012.

ALTERNATIVES:

1. Apply to the BC Hydro Energy Management Program for funding to establish the new position of Manager of Energy and Sustainability.
2. Do not apply for funding under the BC Hydro Energy Management Program at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

If the Board supports Alternative 1, grant funding provided through the BC Hydro program would be applied to the General Administration function to offset the cost of hiring a new management position. The position would be titled "Manager of Energy and Sustainability" and is expected to be hired in the Fall of 2009. The annual cost of this position is approximately \$90,000 plus benefits, the 2009 pro-rated cost would be \$22,500. By receiving 50% grant funding from BC Hydro, the net cost to the Regional District in 2009 would be \$11,250 and there are sufficient funds in the 2009 budget to cover this cost. The 2010 net cost would be \$50,000 to maintain this position to fulfill the commitments of the Energy Management Program.

Internal funding is available under the Strategic Community Investment Funds Agreement to offset the balance of costs for this position. The Board may recall that at the March Board meeting, it was advised that the Regional District received funding through the Strategic Community Investment Funds (formerly the unconditional revenue sharing grant program), to be utilized where the Board felt the funding was

most appropriate. An amount of \$40,780 was transferred to the Regional Growth Strategy budget to be used at a later date to offset program costs on sustainability. It is recommended that this funding be transferred to the 2010 General Administration budget to offset the RDN's cost of establishing the Manager of Energy and Sustainability position.

It is hoped that the Provincial Strategic Community Investment Funds grant funding will continue beyond 2010 and would continue to be used to offset the costs of the RDN's Energy Program. Funding from the BC Hydro grant program and the Strategic Community Investment Fund grant program will fund the full cost of the position in 2010 so the position can be added in the short term without a financial impact to the Regional District. Over the long term, the BC Hydro Program is expected to assist organizations in reducing their overall energy usage which will more than offset the cost of continuing the position, and will result in additional savings as the program explores new opportunities for energy savings.

The agreement with BC Hydro would be renewed on an annual basis until such time as the Regional District or BC Hydro no longer wishes to participate in the program, or when the full program objectives have been met and the position is able to fund itself entirely through energy savings.

Alternative 2

If the Board chooses not to proceed with the establishment of this position, the Regional District will continue to experience challenges in meeting its sustainability and carbon neutral commitments. Sufficient resources and expertise are not in place to address these commitments in the specific area of energy management. The current opportunity to obtain 50% funding from BC Hydro towards this position makes it a timely and cost-effective option, particularly given the current economic environment and the need for local government to take meaningful steps to reduce energy usage.

SUSTAINABILITY IMPLICATIONS:

Corporate Energy Initiatives. In March 2008 the Regional District became a signatory to the Provincial Climate Action Charter, which commits local governments to become carbon neutral by 2012. With the support of the Board, staff have developed a wide range of reports, policies and initiatives aimed at reducing GHG production and taking action on the policy and priorities established by the RDN Board on sustainability. In May 2008 the Board adopted a Green Building Policy for RDN facilities which specifically identifies an integrative process targeting energy efficiency for renovations or new buildings constructed by the Regional District beginning in 2010. In practice, staff are implementing the targets and design principles in the Green Buildings Policy now, with the first major projects being the expansion and upgrade of the Administration and Transit buildings (currently under construction – LEED Silver Certification target) and the expansion to the Church Road Transfer Station (in design – LEED Gold Certification target).

Community Energy Initiatives. In addition to this focus, the Board has placed a significant priority on sustainability and the development of sustainable communities as one of the primary goals of the work plans, projects and activities of all services areas of the RDN. The creation of a Manager of Energy and Sustainability will provide additional support and focus for a wide range of initiatives, actions and policy work related sustainability both within the RDN organization and to the broader community. This new position will continue the Board's work in moving the RDN's sustainability priorities beyond plans toward action.

RESOURCE CONSIDERATIONS & BENEFITS:

It has been asked whether this position can be supported beyond the initial two year period if it is established as a permanent position. In discussions with BC Hydro, they advise that the position is intended to adopt a continuous improvement approach to energy management that moves beyond the traditional one-time technical audit model. The position would integrate 'best in class' practices to managing energy, which become incorporated in the business structure, similar to a Health & Safety Program, to provide ongoing management and financial controls. The position would be responsible for regularly assessing energy management performance to continually update actions plans, guide improvement and monitor progress.

BC Hydro notes that nine municipalities in BC have taken advantage of the program and hired energy managers, and there are 59 energy managers in other sectors across the Province. All organizations have set performance targets and are monitoring energy consumption to reduce overall energy usage. Municipalities that have adopted the program are seeing benefits between 3.0% and 5.5% savings in corporate energy usage since the implementation of the program. It is anticipated that if the position is approved, in addition to focusing on corporate energy initiatives, the Energy Manager would also act as a resource to the member municipalities on municipal plans and would assist in facilitating the promotion of community energy initiatives within our Region.

CONCLUSIONS:

Staff have identified an opportunity to enhance our organizational ability to achieve carbon neutral status as part of our commitment under the Climate Action Charter. Funding is available through BC Hydro to fund an Energy Manager position with the objective that an organization will develop a strong energy policy and action plan within the next two years. While efforts are being made at the staff level to pursue climate change actions, a coordinated corporate effort is required.

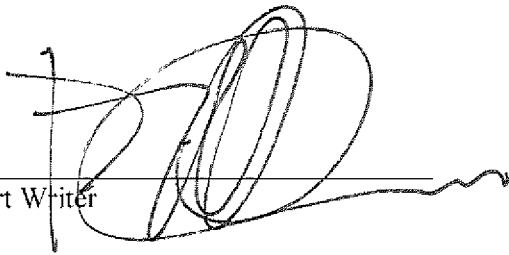
A number of other local governments have taken advantage of this funding program, and staff consider this an opportunity that the Regional District should not delay in pursuing. It is anticipated that the funding will be renewed for at least two years to enable the implementation of the program and it is expected that implementation will have benefits for all members of the Regional District. In communication with BC Hydro staff, they have indicated strong support for our current sustainability program and are looking forward to seeing the Regional District as a participant in their broader mandate. We have been advised that some local governments have continued to receive funding beyond the initial two year period as they implement their program – the ultimate goal is that through the implementation of the energy management program, the position would be self-funded through energy savings. It is also anticipated that future grant funding at the Provincial and Federal level may well be contingent on how effective local governments are in implementing energy management measures.

Given this unique opportunity, staff are recommending that the Board apply for funding under the BC Hydro Energy Management Program to establish a Manager of Energy and Sustainability position effective September 2009. Staff further recommend that the Strategic Community Investment Funds of \$40,780 currently within the RGS budget be transferred to the General Administration budget for 2010 to provide funds to supplement the BC Hydro grant for the establishment of this position.

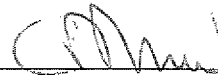
RECOMMENDATIONS:

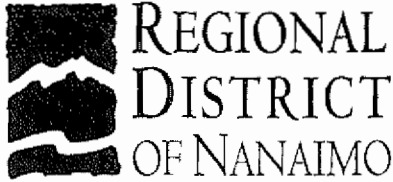
1. That the Board apply to BC Hydro for funding under the Energy Management Program for the establishment of a Manager of Energy and Sustainability position with an implementation date of October 2009;
2. That the Strategic Community Investment Funds of \$40,780 currently in the Regional Growth Strategies Budget be transferred to the 2010 General Administration Budget to be used towards funding the Manager of Energy and Sustainability position.

Report Writer



C.A.O. Concurrence





CAO APPROVAL		<i>CIN</i>
EAP		
COW		
SEP 15 2009		
RHD		
BOARD	✓	Sept. 22/09

MEMORANDUM

TO: John Finnie, P. Eng
General Manager Water and Wastewater Services

DATE: September 8, 2009

FROM: Sean De Pol
Manager of Wastewater Services

FILE: 5330-20-GNPC-COGEN

SUBJECT: **Greater Nanaimo Pollution Control Centre Cogeneration Project Construction Award**

PURPOSE

To award the tender for the construction and project management services for the Greater Nanaimo Pollution Control Centre (GNPCC) Cogeneration Project.

BACKGROUND

Sludge generated from GNPCC's primary treatment process is digested in two anaerobic digesters, which produce biogas (methane and carbon dioxide) as a by-product.

Currently, the GNPCC uses the biogas as a fuel for its boilers and to heat on-site processes and buildings. This fuel source is considered to be sustainable. However over 60% of the biogas generated at the plant is flared (wasted). The cogeneration project will utilize biogas from the treatment process to create electricity. During the day a portion of the treatment plant's electrical requirements will be met and it may even be possible, during night hours, to add electrical power to the commercial grid. The project will use internal combustion reciprocating engines. This technology was selected following a technology options review completed by Associated Engineering (AE) in September 2008.

In December 2008, the RDN Board directed staff to award the detailed design services for the cogeneration project to AE. One of the tasks under this assignment was for AE to prepare equipment procurement contracts for the purchase of a biogas conditioning system and a cogeneration system. In April 2009, the Board authorized the purchase of this equipment.

Following the completion of the equipment contracts, AE prepared the detailed design and tender document for the construction component of the cogeneration project. This project has since been tendered and on September 1, 2009, the RDN received three bid responses. The work involves the construction of infrastructure required for the cogeneration of electricity and heat, including the installation of cogeneration equipment and gas conditioning equipment.

The following three bids were received:

Island West Coast Development	\$ 794,930.27
D. Robinson Contracting	\$ 899,288.00
Wellons Canada	\$ 1,166,524.00

AE has evaluated the tenders and the proper documentation has been verified. The lowest bidder for the project is Island West Coast Development Ltd. at a cost of \$794,930.27. AE recommends the award of the project to Island West Coast Development Ltd. Staff supports this recommendation.

ALTERNATIVES

1. Award a contract to Island West Coast Development for the construction of the Greater Nanaimo Pollution Control Centre Cogeneration Project for the tendered price of \$794,930.27 and the associated project management services to Associated Engineering for the price of \$206,000.
2. Provide alternative direction to staff.

FINANCIAL IMPLICATIONS

Alternative 1

The total cost for the cogeneration project is \$2.95 million. The Federation of Canadian Municipalities (FCM) is providing \$350,000, the Union of British Columbia Municipalities (UBCM) is providing \$2.3 million through Gas Tax funding, and the remaining \$300,000 is covered by the RDN's 2009 Capital Budget.

The costs for the completion of this project are as follows:

General Construction (Tender results as reported)	\$ 794,930
Equipment Procurement (Started, PO issued)	\$ 1,575,000
Detailed Design Services (Completed)	\$ 230,000
Project Management Services and SCADA Programming (as reported)	\$ 206,000
Technology Selection and BC Hydro Program Application (Completed)	\$ 72,000
Project Contingency	<u>\$ 72,000</u>
Total Project Cost	\$ 2,949,930

There are sufficient funds to complete the cogeneration project.

Alternative 2

If the cogeneration construction contract is not awarded at this time, the project will be delayed resulting in a potential default from our funding agreements with the Federation of Canadian Municipalities and the Union of British Columbia Municipalities. Staff do not recommend this alternative.

SUSTAINABILITY IMPLICATIONS

This project will assist the GNPCC in meeting increasing electrical demands and will off-set regional electrical demand by using a sustainable fuel source (biogas). Also, the exhaust gas from the cogeneration units will be cleaner than that from the existing waste gas burner thereby reducing the emission of air contaminants.

SUMMARY/CONCLUSIONS

On September 1, 2009 the RDN received three bid responses for the Greater Nanaimo Pollution Control Centre cogeneration construction tender. The lowest bidder for the project was Island West Coast Development Ltd. at a tendered price of \$794,930.27. This project will be funded through a combination of funding from the Federation of Canadian Municipalities, the Union of British Columbia Municipalities, under the Gas Tax Program, and the GNPCC's 2009 capital plan.

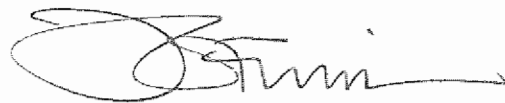
The Board is also asked to consider awarding the project management services for the GNPCC Cogeneration project to Associated Engineering (BC) Ltd. Associated Engineering (BC) Ltd. has already completed the technology selection, detailed design and assisted RDN staff in obtaining grants from both FCM and UBCM for this project. Therefore, it is anticipated that by continuing with Associated Engineering (BC) Ltd. on this project, cost savings and project expediency will be achieved due to their extensive knowledge of the facility and the project to date. Accordingly, staff recommend that Associated Engineering (BC) Ltd. be retained for project management services of the Cogeneration project.

RECOMMENDATIONS

1. That Island West Coast Development Ltd. be awarded a contract for the construction of the Greater Nanaimo Pollution Control Centre Cogeneration Project for the tendered price of \$794,930.27.
2. That Associated Engineering (BC) Ltd. be awarded the project management services for the Greater Nanaimo Pollution Control Centre Cogeneration Project for the projected price of \$206,000.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

COMMENTS:



CAO APPROVAL <i>CCW</i>	
EAP	
COW	
SEP 10 2009	
RHD	
BOARD	✓ <i>Sept 22 '09</i>

MEMORANDUM

TO: John Finnie
General Manager Water & Wastewater Services

DATE: September 6, 2009

FROM: Sean De Pol
Manager of Wastewater Services

FILE: 5500-20-FC-02

SUBJECT: Lee Road Pump Station Upgrading and Forcemain Replacement Construction Award

PURPOSE

To award the tender for the construction of the French Creek Pollution Control Centre (FCPCC) Lee Road Pump Station Upgrade and Forcemain Replacement.

BACKGROUND

The Lee Road pump station and forcemain conveys wastewater from the French Creek area and the Town of Qualicum Beach to the French Creek Pollution Control Centre. Improvements to the pump station and forcemain are necessary as the system has reached the end of its serviceable life (exceeding 25 years) and increased capacity will be needed to accommodate an increasing population in the area. In 2007, the RDN completed an upgrading strategy for this system identifying the need to install an additional pump, upgrade the existing pumps and twin the forcemain. Some major electrical and mechanical improvements will also be necessary. As a result, the 2007 study was incorporated into the 2009 work plan and budget, with funding for this upgrade coming from DCC's reserves.

On August 28, 2009, the RDN received two bids for construction of the Lee Road Pump Station Upgrade project:

Hub Excavating Ltd.	\$459,800
Knappett Construction Ltd.	\$575,970

Both bids were under the consultant engineer's estimate. The lowest bid, by Hub Excavating Ltd, was approximately 33% lower than the consultant engineer's estimate.

Our engineering consultant has evaluated both tenders and verified the appropriate documentation. The consultant recommends award of the project to the lowest bidder, Hub Excavating Ltd., staff support this recommendation.

The costs for the completion of this project are as follows:

General Construction (Tender results as reported)	\$ 459,800
Equipment Procurement (Underway)	\$ 120,000
Detailed Design Services (Completed)	\$ 117,800
Construction Services and SCADA Programming (PO issued)	\$ 71,200
Project Contingency	<u>\$ 65,000</u>
Total Project Cost	\$ 833,800

ALTERNATIVES

1. Award the construction contract to Hub Excavating Ltd. for the construction of the Lee Road Pump Station Upgrading and Replacement for the tendered price of \$459,800 and approve the release of DCC's (for construction, engineering, equipment and contingency) in the amount of \$833,000.
2. Provide alternative direction to staff.

FINANCIAL IMPLICATIONS

Alternative 1

The costs for this construction project are included in the 2009 budget. There are sufficient DCC's on hand to cover the portion required from that source.

Alternative 2

If the Lee Road pump station construction contract is not awarded at this time the project will be delayed resulting in the potential for overflows at the pump station during high flow events. Staff do not recommend this alternative.

ENVIRONMENTAL IMPLICATIONS

The Lee Road pumping station and forcemain have reached the end of their serviceable life (exceeding 25 years) and population growth in the French Creek area and the Town of Qualicum Beach require that the pump station and forcemain be replaced with larger equipment and pipes. Failure to replace the existing infrastructure may result in equipment failure and/or overloading of the system. In turn, this increases the risk of sewage spills occurring and potentially posing risks to the environment and public health.

SUMMARY/CONCLUSIONS

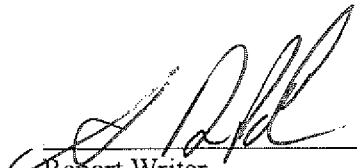
On August 28, 2009, the RDN received two bids for the construction of the Lee Road Pump Station and Forcemain Project. The project was identified in 2007 and budgeted for in the 2009 work plan.

There were two bids submitted; the lowest bidder for the project was Hub Excavating Ltd. at a tendered cost of \$459,800. The total project costs to complete this assignment, which includes construction, engineering, equipment and contingency will be \$833,800.

The work is required to replace aging infrastructure and ensure there is sufficient capacity for continued population growth in the French Creek area and Town of Qualicum Beach.

RECOMMENDATIONS


1. That Hub Excavating Ltd. be awarded the construction of the Lee Road Pump Station and Forcemain replacement for the tendered amount of \$459,800.
2. That Northern Community Development Cost Charge funds in the amount of \$833,000 be approved as a source of funds for this project.
3. That "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1581, 2009" be introduced and read three times.
4. That "Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1581, 2009" be adopted.



Report Writer



General Manager Concurrence



CAO Concurrence

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1581

**A BYLAW TO AUTHORIZE AN EXPENDITURE FROM THE
NORTHERN COMMUNITY SEWER LOCAL SERVICE AREA
DEVELOPMENT COST CHARGE RESERVE FUND**

WHEREAS the Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund was established under Bylaw No. 1442, 2005;

AND WHEREAS the 2009 capital plan identifies an amount of \$459,800 for various development cost charge eligible projects;

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

1. The sum of Four Hundred and Fifty Nine, Eight Hundred Dollars (\$459,800) is hereby appropriated for certain eligible projects identified in the 2009 annual budget.
2. Should any of the above amount remain unexpended, such unexpended balance shall be returned to the credit of the Reserve Fund.
3. This bylaw may be cited as the “Northern Community Sewer Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1581, 2009”.

Introduced and read three times this 22nd day of September, 2009.

Adopted this 22nd day of September, 2009.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



CAG APPROVAL	
EAP	
COW	
SEP 11 2009	
RHD	
BOARD	✓ Sept 22 '09

MEMORANDUM

TO: Dennis Trudeau
General Manager, Transportation & Solid Waste Services

DATE: September 11, 2009

FROM: Peter Kuzick
Acting Manager, Transit Projects and Planning

FILE: 1470-01

SUBJECT: "The Power to Change Day"

PURPOSE

To consider the Special Event busing request submitted by Vancouver Island University (VIU) for the upcoming "The Power to Change" event on Thursday, October 8, 2009.

BACKGROUND

On September 11, 2009 correspondence (*see Appendix I*) was received from the Facilities Services & Campus Development Department of VIU requesting the participation of the Regional District of Nanaimo (RDN) in an upcoming energy conservation awareness day to be held Thursday, October 8, 2009.

As the climax of a week long event featuring energy conservation, VIU is hosting an energy conservation awareness day that they are advertising as "The Power to Change Day". On "The Power to Change Day" there will be an Energy Conservation and Alternative Trade Show from 10:00 am to 2:00 pm that will feature key note speakers during the lunch period, along with some Conservation Recognition awards. In addition to the faculty, staff and students of VIU, the general public and select senior secondary school classes are also invited.

VIU is requesting that the RDN offer bus service, at no charge, to the general public on "The Power to Change Day", Thursday, October 8, 2009, between the hours of 9:30am to 2:30pm, in an effort to encourage the public and secondary school visitors to use a more sustainable method of transportation for their travel to and from VIU campus.

Staff has reviewed the request and has determined that this service could be provided; however, two (2) overload buses will be required during this event to ensure that regularly scheduled service is not compromised. Staff has confirmed that BC Transit will cost-share for the overload buses.

The request meets the RDN policy on the use of buses for Special Events, i.e.,

- the event is community oriented and open to participation by all members of the public, and
- the event is held within the Transit service area.

ALTERNATIVES

1. Approve the application for free transit service to be provided for the "The Power to Change Day" event at VIU for the requested date of October 8, 2009, providing that free service be offered only on routes that provide direct service to VIU between the hours of 9:30am and 2:30pm. The routes that provide direct service to VIU are #5-Fairview, #6-Harewood, #15-VIU Express and #44-VI University.

2. Do not approve the application for free transit service to be provided for "The Power to Change Day" event at VIU for the requested date of October 8, 2009.

FINANCIAL IMPLICATIONS

Staff estimates that providing free service to VIU between the hours of 9:30am and 2:30pm will reduce revenues by approximately \$1,350 for that day. In addition, the cost to provide two (2) overload buses will be approximately \$547, which will be cost shared with BC Transit.

SUSTAINABILITY

Given the essential role of public transit in a sustainable region, all efforts of the Transportation Services Department are founded on generating positive implications for the sustainability of the region. In particular, providing residents a meaningful alternative to the private automobile, which in turn reduces greenhouse gas emissions and mitigates the effects of climate change, is one of the Transit Department's primary goals. Additionally, providing cleaner running buses that maximize the use of biofuel further demonstrates the commitment by RDN Transit to reducing its carbon footprint, which is in keeping with the RDN's Corporate Climate Change Plan as well as the Board's policy on environmental stewardship.

SUMMARY/CONCLUSIONS

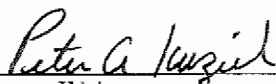
Vancouver Island University is hosting a week long event featuring energy conservation, which includes an energy conservation awareness day that they are advertising as "The Power to Change Day."

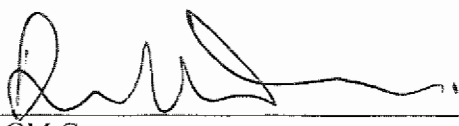
VIU has made an application under the Special Events Policy requesting that free bus service be provided, at no charge, to the general public on "The Power to Change Day", Thursday, October 8, 2009, between the hours of 9:30am to 2:30pm, in an effort to encourage the public and secondary school visitors to use a more sustainable method of transportation for their travel to and from VIU campus.


This request from VIU does meet the criteria as outlined in RDN Policy C3.01 that was adopted by the Board in 1998; it is a community-oriented event, open to all members of the public and the event is within Transit's service area.

RECOMMENDATION

That the application made by Vancouver Island University for the RDN to provide free bus service between the hours of 9:30am and 2:30pm to and from the VIU campus on "The Power to Change Day", Thursday, October 8, 2009, be approved.


Report Writer


GM Concurrence


CAO Concurrence

APPENDIX 1



900 – Fifth Street
Nanaimo BC V9R 5S5
Tel (250) 740-6500 • Fax (250) 740-6520
Facilities Services and Campus Development
e-mail: facility@viu.ca

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

Attn: **Mr. Peter A. Kuziek, Transportation Planning Coordinator**
Dear Peter:
Re: Application for Free Transit Services to VIU on
"the Power to Change Day"
October 8, 2009 from 10:00 a.m. until 2:00 p.m.

Sustainability and Energy Conservation are high priorities at Vancouver Island University (VIU). The tag line of our Energy management Program is "**...the Power to Change...**," reflecting the ability of individuals to affect significant reductions in energy consumption through relatively small gestures.

Vancouver Island University is hosting an energy conservation awareness day that we call "**the Power to Change Day**" as the climax of a week of energy conservation celebration. On October 8th, 2009, VIU will be hosting "**the Power to Change Day**" that will include an Energy Conservation and Alternative Energy Trade Show from 10:00 am until 2:00 pm, and will feature key note speakers during the lunch period, along with some Conservation Recognition awards. In addition to the faculty, staff, and students of VIU, the general public will be invited, as well as select senior secondary school classes. The media will be invited to provide increased exposure of our message of conservation to the Central Vancouver Island area. Please see the attached Table of Events for details, and the attached Outline describing the industry representatives invited to attend.

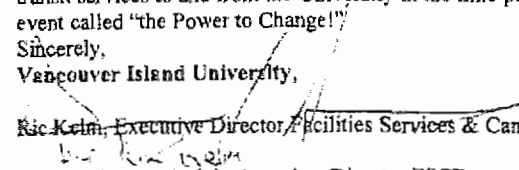
Response from industry and from our colleagues in the energy management and sustainability fields of endeavour have been favourable, so we anticipate a strong interest from the general public and secondary school students as well.

VIU is asking the Regional District of Nanaimo Transportation Services Department, to offer bus service at no charge to the general public on the Power to Change Day of October 8, 2009, between the hours of 09:30 and 14:30 in an effort to encourage the public and secondary school visitors to use a more sustainable method of transportation for their travel to and from the University Campus. We believe that this request fits the RDN Policy applicable in that it:

1. Is community oriented: the invitation to attend this worthwhile event is being directed to the general public of the City of Nanaimo, and we expect to have visitors from Cowichan and Parksville, as well.
2. Open to participation by all members of the public: The VIU Cafeteria is barrier free, so free bus service will ensure that people of all abilities and income levels will be able to attend the event; and
3. Is within the Transit Service Area: VIU is situated within the Transit Service Area and is regularly serviced by buses numbered 5, 6, 15, and 44. As well, the Handi-dart vehicle may provide services from time to time for persons with disabilities.

Please advise if we may include in our advertisements and invitations that the Regional District of Nanaimo is prepared to offer transit services to and from the University in the time period indicated above, in support of our energy conservation awareness event called "the Power to Change!"

Sincerely,
Vancouver Island University,


Ric Klein, Executive Director, Facilities Services & Campus Development

Cc: Stewart Ralph, Associate Director FSCD
Daryl Amos, Energy Manager FSCD
Dennis Trudeau, Manager RDN Transportation Services Department

Serving Central Vancouver Island and Powell River