

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, MAY 12, 2009

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

MINUTES

4-11 Minutes of the regular Committee of the Whole meeting held April 14, 2009.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

12-20 Reiko Tagami, UBCM, re 2008 Resolutions.

UNFINISHED BUSINESS

FINANCE AND INFORMATION SERVICES

FINANCE

21-22 District 68 E-911 Telephone Service – Call Answer Levy on Cellular Telephones.

RECREATION AND PARKS SERVICES

RECREATION

23-27 Healthy Food and Beverage Sales Grant Application.

WATER AND WASTEWATER SERVICES

WATER

28-30 Reconsideration of Amendment Bylaw No. 791.17 – Extension of Rural Streetlighting Service Area.

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

31-36 Minutes of the District 69 Recreation Commission meeting held April 16, 2009. (for information)

Electoral Area 'A' Parks, Recreation and Culture Commission.

37-56 Minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held April 15, 2009. (for information)

1. *That the revisions to the Electoral Area 'A' Recreation and Culture Grant-In-Aid Program as outlined in the report and highlighted in Appendix 1 be approved.*
2. *That Parent Advisory Committees from schools located in Electoral Area 'A' be considered eligible to apply to the Electoral Area 'A' Recreation and Culture Grant-In-Aid funding program.*
3. *That travel expenditures be considered an eligible cost for funding by the Electoral Area 'A' Recreation and Culture Grant-In-Aid program.*

Grants-in-Aid Advisory Committee.

57-58 Minutes of the Grants-in-Aid Advisory meeting held April 30, 2009. (for information)

District 68

That the following grants be awarded:

| <u>Name of Organization</u> | <u>Amount Recommended</u> |
|----------------------------------|---------------------------|
| Gabriola Radio Society | \$ 450 |
| The Gathering Place Youth Centre | \$ 1,000 |
| Jonanco Hobby Workshop | \$ 905 |
| | <u>\$ 2,355</u> |

District 69

That the following grants be awarded:

| <u>Name of Organization</u> | <u>Amount Recommended</u> |
|--|---------------------------|
| Arrowsmith Community Enhancement Society | \$ 643 |
| Arrowsmith Search & Rescue | \$ 2,000 |
| Building & Learning Together | \$ 997 |
| Building & Learning Together | \$ 1,560 |
| Errington War Memorial Hall Association | \$ 3,000 |
| Oceanside Community Network | \$ 600 |
| Parksville & District Association for Community Living | \$ 1,000 |
| Vancouver Island Opera | \$ 1,000 |
| | <u>\$10,800</u> |

Sustainability Select Committee.

59-70

Minutes of the Sustainability Select Committee meeting held April 15, 2009. (for information)

1. *That staff be directed to play a coordinating role in developing an educational and regulatory approach to reduce and eventually restrict the use of cosmetic pesticides.*
2. *That discussion with the Vancouver Island Health Authority be initiated in order to gain support for developing and adopting pesticide control bylaws.*
3. *That the report "Connecting Housing Needs and Opportunities" be received for information and that it be provided to local government staff and others involved in the provision of affordable housing in the region.*

Arrowsmith Water Service Management Committee.

71-76

Minutes of the Arrowsmith Water Service Management Committee meetings held January 9, 2009 and March 12, 2009. (for information)

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, APRIL 14, 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 |
| Alternate | |
| Director J. Wilson | Town of Qualicum Beach |
| Director J. Ruttan | City of Nanaimo |
| Alternate | |
| Director F. Pattje | 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 M. Unger | City of Nanaimo |

Also in Attendance:

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

CALL TO ORDER

The Chairperson welcomed Alternate Directors Wilson, Pattje and Unger to the meeting, introduced Alternate Director Hartman in the audience and welcomed back Adrienne Mercer.

DELEGATIONS

Blain Sepos, Oceanside Tourism, re Oceanside Tourism Annual Report.

Mr. Sepos provided an overview of activities and accomplishments in 2008 and thanked the Board for their support in obtaining Eligible Entities Status.

Russell Tibbles, Fairwinds Community & Resort, re Sidewalk Function at Fairwinds – Community & Resort.

Mr. Tibbles presented a visual and verbal summary on the existing sidewalks in the Fairwinds area and the need for a sidewalk function to bring existing sidewalks to a safe standard and to extend the current sidewalk network in Fairwinds.

MOVED Director Holme, SECONDED Director Mayne, that the Board authorize staff to explore the potential to adopt a sidewalks function, as follows:

1. Participate in a working group with Fairwinds and Ministry of Transportation, utilizing the services of a third-party engineer to be retained at Fairwinds' cost, to:
 - a) evaluate the condition of existing sidewalks and estimate the repairs and associated cost required to address deferred maintenance issues;
 - b) estimate ongoing annual maintenance costs (perhaps using \$/ft. statistics from nearby municipalities);
 - c) objectively explore the legal and administrative arrangements that have been used by other unincorporated areas to accomplish the sidewalk function, e.g., Cowichan Valley RD, Alberni-Clayoquot RD, East Kootenay RD (Panorama Mountain Village), Tofino, Ucluelet and Saltspring Island; and
 - d) undertake a risk assessment to understand the practical magnitude and likelihood of exposure relating to snow removal and other perceived risks (consider utilizing the MIA database).
2. Prepare a list of appropriate regulatory powers that are reasonably required for the purpose of sidewalk maintenance and, in consultation with legal counsel, if/how such could be procured.
3. Report back to the Board to advise on the above with supporting financial analysis, timelines and a plan of action which could be followed subject to direction from the Board.

CARRIED

Meyers' Norris Penny, re Auditor's Reports.

Ms. Meryl Chahley provided an overview of the Meyers Norris Penny auditor's report and thanked management staff for their assistance in compiling the report.

MINUTES

MOVED Director Biggemann, SECONDED Director Bestwick, that the minutes of the regular Committee of the Whole meeting held March 10, 2009 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Brian Hunter, Royal Canadian Mounted Police, re 2009 Funding for Victim Services and Restorative Justice.

MOVED Director Bartram, SECONDED Director Mayne, that the correspondence from the Royal Canadian Mounted Police regarding disbursement of the 2009 funding for Victim Services and Restorative Justice be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Nanaimo Regional Hospital District – 2008 Audited Financial Statements.

MOVED Director McNabb, SECONDED Director Burnett, that the report on the 2008 audited financial statements of the Nanaimo Regional Hospital District be received.

CARRIED

Regional District of Nanaimo – 2008 Annual Report (Audited Financial Statements).

MOVED Director McNabb, SECONDED Director Johnstone, that the 2008 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.

CARRIED

Directors' & Committee Members' Remuneration & Expenses – 2008 Report.

MOVED Director Holdom, SECONDED Director Burnett, that the 2008 report on remuneration and expenses for Board and Committee members be received.

CARRIED

Use of Reserve Funds for Expansion of Transit & Administration Buildings.

MOVED Director McNabb, SECONDED Director Holme, that an amount of \$1,670,000 be drawn from the Administration Building Reserve Fund for the Administration building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that \$614,670 be transferred from the Solid Waste Management reserve funds to the Administration Building Reserve Fund for the purposes of the Administration building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that \$876,950 be transferred from the Solid Waste Management reserve funds to the Southern Community Transportation capital reserve fund for the purposes of the Transit building project.

CARRIED

MOVED Director McNabb, SECONDED Director Holme, that the amounts transferred from the Solid Waste reserve funds be repaid over a ten year period with interest charged monthly on a simple declining balance at a rate equivalent to the rate earned on the Regional District's consolidated cash balances.

CARRIED

New Model for Fire Services Delivery.

MOVED Director Bartram, SECONDED Director McNabb, that staff arrange a working committee comprised of fire department representatives and the Directors for Electoral Areas 'C', 'E', 'F', 'G' and 'H' to review the recommendations from the report titled "Proposed Fire/Rescue System Model" and provide feedback which the Regional Board can forward to the UBCM and LGMA.

CARRIED

Seismic Review of Rural Firehalls.

MOVED Director Young, SECONDED Director Biggemann, that the Board receive the reports for information only and direct staff to arrange a meeting(s) with the fire departments to discuss the report conclusions.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Amendment Bylaw 787.10 – Building Inspection Service Boundary Extension to Include Area 'H' Property.

MOVED Director Bartram, SECONDED Director Rudischer, that "Regional District of Nanaimo Building Inspection Service Bylaw Amendment Bylaw No. 787.10, 2009" be introduced and read three times.

CARRIED

Amendment Bylaw 787.11 – Building Inspection Service Boundary Extension to Include Area 'H' Property.

The Chairperson noted that this report has been deferred at this time.

EMERGENCY PLANNING

2008 Farmed Animal Mass Carcass Disposal Plan.

MOVED Director Burnett, SECONDED Director McNabb, that the report and the 2008 Farmed Animal Mass Carcass Disposal Plan be received for information and that a copy of the report be forwarded to the Agricultural Advisory Committee for their information.

CARRIED

Hazard Vulnerability Risk Analysis – 2009 Update.

MOVED Director Bestwick, SECONDED Director McNabb, that the report and the 2009 Hazard Vulnerability Risk Analysis update be received for information.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Solid Waste Disposal Service – Regional Landfill Design & Operations Plan Approval.

MOVED Director Holme, SECONDED Director Biggemann, that the Board approve the Regional Landfill Design & Operations Plan for submission to the Ministry of Environment as an amendment to the Solid Waste Management Plan.

CARRIED

Assessment of New Waste Treatment Technologies – Final Report.

MOVED Director Holdom, SECONDED Director Mayne, that the Board receive the Assessment of New Treatment Technologies Report for information and continue to monitor developments in new treatment technologies from a cost and technology perspective.

CARRIED

Illegal Dumping Enforcement Program – 2008 Report.

MOVED Director Young, SECONDED Director Bartram, that the Board receive the 2008 Illegal Dumping Prevention Program report for information.

CARRIED

Residential Food Waste Collection – Field Test Final Report.

MOVED Director Unger, SECONDED Director Wilson, that the Board receive the Residential Food Waste Collection Field Test Final Report for information.

CARRIED

WATER AND WASTEWATER SERVICES

WATER

Innovative Options & Opportunities for Sustainable Water Use Study.

MOVED Director Bartram, SECONDED Director McNabb, that the Board receive the “Innovative Options and Opportunities for Sustainable Water Use” study for information.

CARRIED

MOVED Director Bartram, SECONDED Director McNabb, that the Board direct staff to develop an implementation strategy with budget implications for the proposed initiatives for the Board’s consideration.

CARRIED

Vancouver Island Health Authority Regional Drinking Water Team Annual Report.

MOVED Director Bartram, SECONDED Director McNabb, that the Vancouver Island Health Authority Regional Drinking Water Team 2008 Annual Report be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director McNabb, that the Board support the Regional District’s continued participation on the Vancouver Island Health Authority Regional Drinking Water Team.

CARRIED

Convening for Action on Vancouver Island Leadership in Water Sustainability – 2008 Activities Summary.

MOVED Director Bartram, SECONDED Director Bestwick, that the Board receive the report on the summary of CAVI's (Convening for Action on Vancouver Island) 2008 activities for information.

CARRIED

MOVED Director Bartram, SECONDED Director Bestwick, that the Board continue to support staff participation in CAVI and attendance at CAVI learning activities associated with promoting water sustainability.

CARRIED

Nanoose Bay Peninsula Water Service – Capital Planning Report.

MOVED Director Holme, SECONDED Director McNabb, that the Nanoose Peninsula Water System Capital Planning report be received for information.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that the Board direct staff to consider the report recommendations when developing capital plans for future infrastructure improvements in the Nanoose Bay Peninsula Water Service Area.

CARRIED

WASTEWATER

Southern Community Sewer Treatment Service – Grant Application for Third Digester at Greater Nanaimo Pollution Control Centre.

MOVED Director Holme, SECONDED Director Biggemann, that the Board support the grant application made to the Canada-British Columbia Building Canada Fund, Communities Component for a third digester at the Greater Nanaimo Pollution Control Centre.

CARRIED

Southern Community Sewer Treatment Service – Award of Tenders for Cogeneration Equipment at Greater Nanaimo Pollution Control Centre.

MOVED Director Holme, SECONDED Director Burnett, that an equipment procurement contract be awarded to Esc Corporation to provide a biogas conditioning system for the tendered price of \$624,411.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that an equipment procurement contract be awarded to Waterous Power Systems to provide a cogeneration system for the tendered price of \$950,400.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Wilson, that the minutes of the District 69 Recreation Commission meeting held March 19, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the Memorandum of Cooperation between the Regional District of Nanaimo and Lighthouse Recreation Commission be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the revisions to the District 69 Recreation Grants program be approved as detailed in Appendix 1 of the staff report "District 69 Recreation Grants Program Review".

CARRIED

MOVED Director Bartram, SECONDED Director Wilson, that the current District 69 Recreation Grants funding allocation of 50% to Youth Grants and 50% to Community Grants be maintained.

CARRIED

Electoral Area 'A' Parks, Recreation and Culture Commission.

MOVED Director Burnett, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held March 11, 2009 be received for information.

CARRIED

Nanoose Bay Parks and Open Space Advisory Committee.

MOVED Director Holme, SECONDED Director Bestwick, that the minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held February 2, 2009 be received for information.

CARRIED

Regional Liquid Waste Advisory Committee.

MOVED Director Holme, SECONDED Director Ruttan, that the minutes of the Regional Liquid Waste Advisory Committee meeting held March 12, 2009 be received for information.

CARRIED

Regional Solid Waste Advisory Committee.

MOVED Director Biggemann, SECONDED Director McNabb, that the minutes of the Regional Solid Waste Advisory Committee meeting held March 19, 2009 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that the committee supports the Regional Landfill Design and Operations Plan and that it be submitted to the Ministry of Environment.

CARRIED

Sustainability Select Committee.

MOVED Director Bartram, SECONDED Director Holdom, that the minutes of the Sustainability Select Committee meeting held March 18, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the report titled "2009 Progress Report on Implementation of the Regional Growth Strategy" be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the report "Housing Need Overview", Phase 1 of the Regional Housing Affordability Study be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the staff report "Community Emissions Reduction Measures" be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff prepare a report on what is needed to undertake a communications strategy for public awareness and education on green house gas (GHG) emission reductions (Greensmart).

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:04 PM

CHAIRPERSON

| | | | |
|-------------|-------------------------------------|--------------------------|-------------------------------------|
| DN | | | |
| CAO | <input checked="" type="checkbox"/> | GMR&IS | <input checked="" type="checkbox"/> |
| GMS | <input type="checkbox"/> | GMR&PS | <input type="checkbox"/> |
| GMS | <input type="checkbox"/> | GMS | <input type="checkbox"/> |
| APR 22 2009 | | | |
| SWCA | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| CHAIR | <input type="checkbox"/> | BOARD | <input checked="" type="checkbox"/> |
| | | | |
| | | | |

April 16, 2009

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Carol Mason
Chief Administrative Officer
Nanaimo Regional District
6300 Hammond Bay Road
Nanaimo BC V9T 6N2

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PRESIDENT
ROBERT ROBSON

EXECUTIVE DIRECTOR
GARY MACISAAC

Dear Ms. Mason:

Re: 2008 RESOLUTIONS

Please find attached a copy of the provincial response to the 2008 resolution (s) put forward by your Council and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact me at the UBCM office at 604.270.8226 ext. 115 or rtagami@civicnet.bc.ca if you have any questions.

Sincerely,



Reiko Tagami
Information & Resolutions Coordinator

Enclosure

2008 A2 AMENDMENT TO MEAT INSPECTION
REGULATION TO ENCOURAGE
REGIONAL FOOD PROCESSING

Central Kootenay RD

WHEREAS the Government of British Columbia has enacted a new Meat Inspection Regulation as of September 30, 2007 stating that anyone who slaughters animals to produce meat for human consumption must have either a Provincial or Federal Licence, which has made it increasingly difficult for small farmers to maintain their herd or flocks;

AND WHEREAS in response to the growing trend to embrace the "One Hundred Mile Diet" throughout all parts of British Columbia for environmental, health and business purposes, there is an immediate need to accommodate the needs of small farms and ranches with regionalized food processing facilities and abattoirs:

THEREFORE BE IT RESOLVED that the Province of British Columbia be called upon to:

- a) amend the Meat Inspection Regulations to actively encourage regional abattoirs throughout British Columbia;
- b) address the need for regionalized Specified Risk Material (SRM) plants in British Columbia;
- c) support the "One Hundred Mile Diet" throughout the Province of BC with marketing programs designed to encourage this important trend;
- d) encourage farmers and ranchers to produce and process food in British Columbia for British Columbians;

AND BE IT FURTHER RESOLVED that UBCM explore with the Province a mechanism for exemptions to the Meat Inspection Regulations for isolated communities such as those with water access only.

CONVENTION DECISION: ENDORSED AS AMENDED

PROVINCIAL RESPONSE

Ministry of Healthy Living and Sport & Ministry of Agriculture and Lands

Amend the Meat Inspection Regulation to actively encourage regional abattoirs throughout British Columbia

The Province is actively encouraging the development of regional meat processing abattoirs through the province-wide application of the Meat Inspection Regulation. All abattoirs are now required to be licensed and to move towards meeting the construction, operating and inspection standards. When they meet those standards, abattoir operators can sell their product anywhere in the province, creating additional business opportunities and increasing their viability.

The Meat Inspection Regulation is outcome-based to allow flexibility in how the standards are met, enabling abattoirs of all sizes to become licensed and inspected; (e.g., one small poultry abattoir on Vancouver Island operates only twice a year). Class C transitional licenses have been available to meat producers working toward becoming fully licensed, with submission of a construction plan. The license allows meat producers to continue offering limited, direct sales (such as farm gate sales) to consumers. Meats produced under a Class C license are not inspected, cannot be resold or used in any commercial

operation such as a restaurant, and must be labelled as uninspected.

The Province has provided \$8.8 million for the Meat Transition Assistance Program to assist meat processors across BC to meet the construction and operating standards and become fully licensed. Phase 2 of this program is particularly directed towards developing licensed slaughter capacity in underserved areas of the province.

Address the need for regionalized Specified Risk Material (SRM) plants in British Columbia

The Province recognizes the need for regionalized solutions for Specified Risk Materials (SRM) and is currently working with industry and local governments on a number of options that include, but are not limited to composting, land fill, incineration and gasification. Funding is currently available to local governments to evaluate various options and to implement appropriate regional solutions.

In parallel to the process above, the province is working with an application driven process where SRM producers and/or other private ventures can propose regional solutions for appropriate SRM management. Funding decisions are contingent on environmental impact assessments, compliance with existing regulations and by-laws as well as economic feasibility.

The province would also like UBCM assistance to help locate appropriate sites for regional solutions and to possibly assist in the public engagement process that is required prior to a solution and site being approved.

Support the "One Hundred Mile Diet" throughout the Province of BC with marketing programs designed to encourage this important trend

The Province is actively supporting the trend towards a BC Diet through two Programs announced in the 2008 BC Agriculture Plan. Under the Branding Program, BC products will be identified to consumers under a unified BC Brand.

Encourage farmers and ranchers to produce and process food in British Columbia for British Columbians

As part of its recently released B.C. Agriculture Plan: Growing a Healthy Future for BC Families, the Province has made support for farmers' markets a priority because the markets provide an opportunity to buy local and promote a sustainable agriculture industry.

On August 23, 2008 \$219,000 was provided to the BC Association of Farmers' Markets (BCAFM) through Agriculture and Agri-Food Canada's Advancing Canadian Agriculture and Agri-Food (ACAAF) program, which is delivered in BC through the Investment Agriculture Foundation (IAF) of BC.

Farmers' markets in BC contribute significantly to farm incomes and to the economy of communities in which it operates. A 2006 study by the University of Northern British Columbia found that BC farmers' markets contributed \$118.5 million annually to the provincial economy, with \$65.3 million per year spent at the markets and another \$53.2 million at neighbouring businesses

In March 2008, the Ministry of Agriculture and Lands invested \$36K towards a 2010 Opportunities Pavilion at Grocery Showcase West in order to stimulate relationships between BC food processors and retailers and showcase products processed from fruits, vegetables and animals raised on BC farms and ranches. The project continues with the ongoing delivery of 2010 opportunity workshops throughout the province designed to promote BC agri-food products.

Industry's proposed Agri-food and Bioproducts Innovation Centre, also a priority within the BC Agriculture Plan, will assist with the development and commercialization of new food products for British Columbians made from the harvests of BC's farms and ranches.

RESOLUTIONS COMMITTEE COMMENTS

The Resolutions Committee notes that the BC Meat Inspection Regulation was enacted as part of the Food Safety Act in 2004. The Regulation is designed to provide a consistent province-wide standard for inspecting meat sold to the public. In 2004, a two-year transitional period was incorporated into the Regulation to allow existing facilities outside designated meat inspection areas time to adapt to the Regulation. That transitional period was extended one year, making these facilities subject to the Regulation effective September 30, 2007.

The Province provided \$5 million in funding through the Livestock Waste Tissue Initiative (LWTI) to help industry meet the Regulation's requirements. Since 2005, the LWTI Management Committee has been meeting in an effort to put into place the knowledge and infrastructure to help livestock producers and slaughter facility operators comply with the regulations.

The Province recently announced an additional \$3.8 million for the Meat Transition Assistance Program (MTAP), bringing the total commitment to producers to \$8.8 million. These funds support new and current meat processors in communities across B.C. to become fully licensed, supporting new construction or upgrades necessary to meet health and safety requirements.

In June 2008, the Province announced additional assistance for meat producers in remote and isolated communities in their transition to becoming fully licensed through their application for Class C license. The license allows meat producers to continue offering limited, direct sales (such as farm gate sales) to consumers after the submission of a construction plan. Meats produced under a Class C license are not inspected, cannot be resold or used in any commercial operation such as a restaurant, and must be labeled as uninspected.

The Committee also notes that within the BC Agricultural Plan the Province has identified 23 strategies that address items c and d within the enactment clause such as:

- to promote local agricultural products and develop a B.C. brand.*
- implement a "Food Miles" project to reduce GHG emissions associated with food purchases.*
- implement initiatives to strengthen community food systems such as direct farm sales ; farmers markets, community gardens*
- support community-led food projects that focus on local production and delivery.*

See also resolutions C52, C53, C54 and C55.

2008 B4 FUNDING FOR VICTIM SERVICES AND RESTORATIVE JUSTICE PROGRAMS

Nanaimo RD

WHEREAS Victim Services and Restorative Justice programs provide support to victims of crime and provide counseling and alternative resolution services to many young and first time offenders;

AND WHEREAS these programs save dollars by reducing the need for trained police personnel to attend in court and/or respond to the needs of victims of crime;

AND WHEREAS there is no specific funding for Restorative Justice programs and very limited Provincial funding for Victim Services programs;

AND WHEREAS all communities contribute significant local resources to policing services despite growing surpluses at both the Provincial and Federal levels:

THEREFORE BE IT RESOLVED that the Province of BC and Government of Canada provide additional and adequate funding to fully support Restorative Justice and Victim Services programs in BC.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Public Safety and Solicitor General

The Province has increased funding for victim service programs. The 2008 Budget included an increase of \$17.1 million from the Victim Surcharge Special Account for Victim Services in BC. This additional funding provides an opportunity to expand and enhance programs, services and strategies to victims and their affected family members in BC.

In May 2008, an additional \$2.7 million was provided through the introduction of an updated interim funding formula to strengthen police and community based victim service programs in BC; an average funding increase of 22 percent. The Province provides full funding for community based Victim Services programs in eligible communities with a population of greater than 20,000. Currently, the Province is conducting a comprehensive review of the delivery of victim services including funding levels and community and victims' needs.

The Province continues to support restorative justice programs through the Community Accountability Program. These programs are also eligible to apply for project funding under the Civil Forfeiture Crime Prevention and Crime Remediation Grant Funding Program. In March 2008, restorative justice projects in eight communities benefited from a total of \$125,000 in grant funding.

RESOLUTIONS COMMITTEE COMMENTS

The Resolutions Committee notes that UBCM membership has endorsed previous resolutions requesting that the Province look at the funding for victim services programs (2006-B9; 2003-Victims Services Program). Furthermore, members have endorsed several resolutions requesting ongoing funding for restorative justice programs (2007-B3; 2006-B10; 2003-B2; 2001-B10; 2000-B7; 1999-B34, B33; 1998-B46).

2008 B117 INFRASTRUCTURE FUNDING FOR FIRE
HALLS

Nanaimo RD

WHEREAS all local governments are legislated to prepare and maintain active emergency plans for their communities;

AND WHEREAS communities expect fire departments to play a key role in responding to emergency events;

AND WHEREAS fire halls in many communities are aging and many would suffer long term damage in the event of an earthquake;

AND WHEREAS fire departments contribute to the safety of all persons and property in the Province of BC;

AND WHEREAS there are no designated categories in current provincial or federal infrastructure programs to assist with constructing fire halls or to address seismic upgrades;

THEREFORE BE IT RESOLVED that the Province of BC and Government of Canada include seismic upgrading and construction of fire halls as eligible for funding in both current and future infrastructure grant programs.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Public Safety and Solicitor General

The Province recognizes the importance of fire halls during times of local emergencies. The importance of having a fire hall available to respond to community needs during a seismic event is important to the well-being of the community it serves.

In communities of 15,000 residents or less, the Towns for Tomorrow Grant Program administered by the Ministry of Community Development would consider a fire hall as eligible for relevant projects. More information can be found at <http://www.townsfortomorrow.gov.bc.ca/>.

The Province supports the criteria that any upgrade project, including those designed for fire halls, should include energy efficiency and WorkSafeBC compliance as key components of the project.

RESOLUTIONS COMMITTEE COMMENTS

The Resolutions Committee notes that UBCM members have previously considered and endorsed a similar resolution which requested that the federal and provincial government provide funding assistance for prevention and mitigation from floods and other natural disasters (2007-A1). UBCM

would note that present infrastructure funding programs are already oversubscribed and by broadening the criteria of eligibility, this would further reduce the ability to fund existing requests.

2008 C55 BC MEAT REGULATIONS ON
SLAUGHTER CAPACITY

Nanaimo RD

That the Board request that the Union of British Columbia Municipalities work with the Province and federal regulatory authorities to find a way to maintain and encourage the production of local small scale meat and poultry operations on Vancouver Island.

CONVENTION DECISION: NOT ADMITTED FOR DEBATE

TO: C. Mason
Chief Administrative Officer

DATE: April 30, 2009

FROM: W. Idema
A/General Manager, Finance &
Information Services

FILE:

SUBJECT: Initiative to Request Wireless Telephone Providers to Collect 911 Levy for Local Government Call Answer Center

PURPOSE:

To obtain Board approval for staff to, in conjunction with other partners in the Central Island 911 service, pursue implementation of Call Answer Levy (CAL) on cellular telephones within the 911 service area.

BACKGROUND:

Several years ago the Canadian Radio and Television Council (CRTC) authorized Telus to act as a collection agency for a fee, which covered the costs of a local government's RCMP E911 call answer center. The City of Nanaimo and Regional District of Nanaimo adopted the subscriber fee approach for their portion of costs in the Central Island E911 partnership. Since 1999 subscribers in School District 68 have paid a fee of .47 cents per landline through their telephone bills, rather than through property taxes. This fee is collected by Telus on landlines and by Shaw and Fido on their telephone services. The Regional District's share of the North Island 911 services are funded entirely through property taxes

Recently the CRTC ruled that as of February 2010 all wireless service providers (WSPs) must provide cell phone location information for 911 calls. This will require additional software on the part of 911 service providers to translate the X/Y coordinates from the WSPs. Over the last three years, there has been a 20% decline in landline telephones to 76,000 which has been offset only partially by an increase in Shaw and Fido users.

In 2004, the Board approved an initiative to request the other WSPs (Telus Mobility, Rogers Wireless and Bell Mobility) to collect a 911 levy on behalf of the local government call answer centre. This was not agreed to by these WSPs at that time. Recently, the Central Island 911 Service Partners agreed to restart the process of requesting the WSP's to collect the call answer levy as a result of both the decrease in land lines along with the new software requirement for translating X/Y coordinates from cellular 911 calls.

The suggested plan is to first have the BC 911 Service Providers Association negotiate with the WSPs. Should such negotiations fail, the next step would be to pursue a legislative solution through the CRTC, UBCM resolution or to approach the Ministry of Attorney General regarding provincial support and legislation. Expectation is that the WSPs will be unwilling to voluntarily participate and that the CRTC will not be willing to include the WSPs in the call answer levy because they have previously stated that funding for 911 services and equipment is not in their mandate. Saskatchewan, New Brunswick and Nova

Scotia have used legislation to fund their 911 services which could be used as a precedent in any discussions with the Province.

ALTERNATIVES:

1. That the Board direct staff to work with the BC 911 Service Providers Association to negotiate the implementation of a call answer levy on the wireless service providers.
2. That the Board receives this report for information only at this time.

FINANCIAL IMPLICATIONS:

There will be additional costs for 911 service as a result of the CRTC ruling that wireless providers must supply cell phone locations; however, if the Wireless Service Providers (WSP) agree to act as collection agents for the call answer levy, then the fee could potentially be reduced from its current level.

The existing CAL is only permitted to cover the costs of the RCMP call answer center – fire dispatch centers are not funded under it. However, there is no technical reason why the fee could not cover the total call answer function and be expanded to include all costs associated with local government 911 services. This could reduce the existing separate property tax charge for fire dispatch.

SUMMARY/CONCLUSIONS:

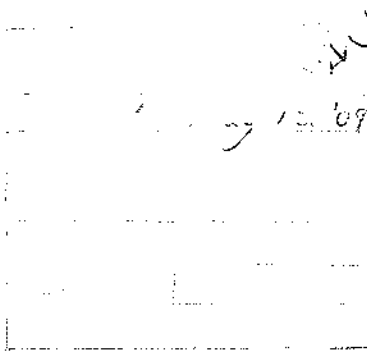
A working group of 911 service providers is seeking support to have wireless service providers act as collection agents of the call answer levy, which is used to cover the costs of RCMP 911 call answer centers. At present, Telus, the primary landline telephone provider in this area, as well as Fido and Shaw act as collection agents under a regulation approved by the CRTC. Wireless service providers are not regulated by the CRTC and therefore are free to agree or not agree to collect the call answer levy. When previously requested in 2004 to include a 911 call levy on wireless services, the other WSPs chose not to add the fee. Given that there has been a decrease of 20% in landline usage in the Central Island 911 area and given the requirement for new software to identify the location of cellular 911 calls, it makes sense to pursue inclusion of wireless service in the call answer levy at this time. The Central Island 911 Service Partners would like to begin a process to first request voluntary participation by the WSPs in the call answer levy, and to then pursue support and regulation from the CRTC and/or the provincial government if the WSPs do not agree.

RECOMMENDATION:

That the Board direct staff to work with the BC 911 Service Providers Association to negotiate the implementation of a call answer levy on the wireless service providers.

General Manager Concurrence

C.A.O. Concurrence



MEMORANDUM

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: April 30, 2009

FROM: Sandra Pearson
Superintendent of Aquatics & Northern Recreation Services

SUBJECT: Healthy Food and Beverage Sales Grant Application

PURPOSE

To provide information on the BC Recreation and Parks Association / Union of BC Municipalities Healthy Food and Beverage Sales grant program and to request Board support for an application by the Recreation and Parks Department titled "*Healthy Choices for Oceanside*".

BACKGROUND

In May 2007, the BC Healthy Living Alliance (BCHLA) approved a Healthy Eating Strategy with the overall goal of achieving significant improvements in nutrition and healthy weights among the BC population. This strategy outlines four initiatives, one of which is the Healthy Food and Beverage Sales (HFBS) Initiative, focused on schools, provincial buildings and recreation facilities/local government buildings.

There is evidence to show that when healthy changes are made to the food environment within certain contained situations, significant changes are achieved in food purchasing and consumption behaviours. Recreation facilities have been identified as key community settings that affect people's behaviours. The Healthy Food and Beverage Sales grant program assists local governments with the development and implementation of policies and plans for healthy food and beverage sales in their facilities. The program also provides successful applicants with a range of resources as well as the opportunity to be mentored by another community who will provide advice, guidance and resources. The HFBS initiative is being led by the BC Recreation and Parks Association (BCRPA) and managed by the Union of BC Municipalities.

Phase 3 HFBS grant applications are now being accepted, with 30 grants available up to a maximum of \$7,500 each. In general terms, this grant program is to assist in improving healthy food and beverage choices for children, youth, adults and families who use and work at recreation facilities. This topic has been a growing area of interest for the department. This grant will assist the department in the assessment of food services, creating a healthy choices philosophy and guidelines, creating new RFP's/contracts for future food service providers, implementation and a marketing campaign to the public and staff. Lastly it will provide necessary funds for a dietician to work with the staff and private concessionaire in providing healthy options while still maintaining a profitable margin. Successful applicants for Phase 3 will have access to a variety of resources, including mentorship from successful Phase 1 and 2 grant recipients.

Within the Recreation and Parks Department, there is a variety of food services available. The Department maintains two recreational facilities, Oceanside Place and Ravensong Aquatic Centre, both

with large vending machines providing food and beverage sales. Current contracts in place for these services are up for renewal. Additionally, Oceanside Place has a food concession service which is contracted out to a private vendor. Small coin-operated machines in both facilities have recently been converted to 'toy/prize only' options, instead of 'penny candy'. The Department offers birthday party packages at both facilities which may include food choices. From time to time, recreation programs and special events, provide food to the public. Lastly, on occasion department meetings and open houses offer food to staff or the public.

The HFBS project will assess our current food services delivery, make recommendations for changes and a plan of action, as well as implementation of initiatives.

If successful, the project is required to be completed by November 2009. The grant will enable the department to move quickly on addressing nutrition and healthy food service delivery in a shorter timeframe than planned. The department has already been involved in several community programs including a partnership program with School District 69 called *Eat Well Get Moving* aimed at school and workplace participation, partnership program with Thrifty Foods in providing free *Nutrition for You workshops* and *Young Chefs on the Run*. The department wants to ensure it is promoting and role modeling all aspects of healthy living including nutritious healthy eating as well as physical activity.

A detailed summary of the proposed project application, "*Healthy Choices in Oceanside*", is attached as *Appendix I*.

ALTERNATIVES

1. To approve the submission of a Healthy Food and Beverage Sales grant application.
2. To not approve the submission of a Healthy Food and Beverage Sales grant application.

FINANCIAL IMPLICATIONS

If approved, the grant of \$7,500 will be allocated to the implementation of the program, securing the services of a dietician, and to assign additional hours to a part-time Recreation Programmer to work on this project.

It has been reported by other government organizations that vending machine revenue may be significantly reduced (up to 50%) once converted to healthy choices. Currently, the 2009 budget anticipates vending revenue of \$8,500 at Ravensong Aquatic Centre and \$7,000 at Oceanside Place. The concession at Oceanside Place brings in revenue of \$5,500. Potentially the department could see a decrease in these revenue amounts.

SUSTAINABILITY IMPLICATIONS

The project outcomes and deliverables will ensure that any future food service sales or delivery will follow healthy choices philosophy and guidelines, thus providing improved access to healthy food and improving community and staff health. Future contracts will provide guidelines for contractors to provide a range of healthy options and the marketing campaign will educate patrons, visitors and staff on the benefits of making healthy eating decisions.

CONCLUSION

Through the Union of BC Municipalities and BC Recreation and Parks Association, funding is available through the Phase 3 Healthy Food and Beverage Sales (HFBS) grant program, of up to \$7,500 per community. The HFBS grant program is focused on improving healthy food and beverage choices for

children, youth, adults and families who use and work at recreation facilities and local government buildings in British Columbia.

Within the Recreation and Parks Department, the range of food services includes large vending machines, small vending machines, a private concession, plus food provided in occasional recreation program delivery, meetings and open houses. A thorough review and assessment will indicate areas for improved nutrition and healthy eating options.


If successful, the grant of up to \$7,500 will assist the Department in transitioning its food services to reflect more Healthy Choices in its facilities. Key priorities of the grant include obtaining the services of a dietician to work with a Healthy Choices Committee to assess the current situation, create a Healthy Choices philosophy, create new RFP's for vending and concession services, and work with the current or future vendor for offering more healthy options in the Oceanside Place concession. Once the project has started, there will be an educational campaign promoting the philosophy and changes in delivery to community and staff.

This project will assist the department by ensuring that it models and promotes both aspects of healthy living; (a) being physically active and (b) feeding your body healthy, nutritional food. The overall goals include improving the health of patrons, visitors and regional staff by offering healthy choices in the department's facilities and programs, and increasing community awareness about the benefits of making healthy food choices.


A resolution supporting the project is an application requirement and is presented below for Board consideration.

RECOMMENDATION


That the Regional District of Nanaimo Board supports an application to the Union of BC Municipalities / BC Recreation and Parks Association Healthy Food and Beverage Sales Phase 3 Grant Program for the "Healthy Choices for Oceanside" project, and for the purposes of the grant, commits to support the project and provide overall grant management.



Report Writer



General Manager Concurrence



CAO Concurrence

Appendix 1

**Healthy Food and Beverage Sales Grant Application
Proposal Summary**

“Healthy Choices for Oceanside”

A. Key Priorities of Project:

1. retain a dietician to help the RDN Recreation and Parks Department assess Healthy food choices for its facilities, programs, services
2. set-up a Healthy Choices Committee to work in partnership with VIHA, School District 69, and District 69 Recreation Commission
3. complete facility and department assessments (Ravensong Aquatic Centre and Oceanside Place) for all areas of food and beverage sales (including vending machines, private concession contract in OP) and food provision through recreation programming and events, and birthday parties
4. create a Healthy Choices philosophy and guidelines for the department
5. prioritize areas for action including:
 - a) create new RFP's for vending and beverage contracts to reflect converting vending services to Healthy Choices
 - b) create new RFP for concession services at OP reflecting improved Healthy Choices offerings with support from dietician on menu/food choices
 - c) provide educational information to the community to complement the shift in vending and food choices including distribution of "healthy choices" information package for parents of summer camp participants 2009
 - d) provide education session/campaign to educate department staff on the value of Healthy Choices including:
 - i. staff training session for summer camp leaders on value of Healthy Choices (June '09)
 - ii. orientation for reception, programmers, maintenance, parks and support staff
 - iii. support culture of providing "healthy choices" for department staff during work hours, including food at meetings
6. developing time line and implementation plan for moving forward on healthy choices actions

B. Key Objectives:

1. This project will help the department be consistent in messaging and role modeling in promoting healthy lifestyles to focus on being active, AND eating healthy foods. Recreation facilities are key community settings that affect people's behaviours. This project will enable the department to act as a catalyst of change by changing the delivery of food services within the RDN as a whole, and community.
2. This project will improve the overall health of patrons, visitors and regional staff by offering healthy choices in the buildings and services.

3. This project will increase community awareness about the benefits of making healthy food choices.

C. Intended Outcomes and Deliverables of Project:

1. Development of "Healthy Choices" philosophy and guidelines for staff, Commission, partners and program delivery contractors to follow and implement within their service delivery.
2. New RFP's and contracts reflecting the guidelines for healthy choices for vending and concession services.
3. RDN vending choices to reflect the Nutritional Guidelines for Vending Machines in BC Public Buildings: Choose More, Choose Sometimes, Choose Least (and no Not Recommended).
4. Observe a decrease in vending machines sales of non-healthy food choices and increase in sales of healthy food choices.
5. RDN and contracted dietician will mentor/work with current/future concession contractor to assist them in providing a healthier menu while still generating revenue.
6. Develop a marketing campaign/messaging to ensure the successful shift in vending and concession services, to public, staff and visitors.
7. Increased options for healthy food choices and increased provision of information at department recreation programs, events, services, and meetings.
8. Increased public awareness on the benefits of "healthy eating" combined with physical activity equal healthy lifestyles.

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| RHD | | |
| BOARD | | |

TO: Mike Donnelly
Manager of Water Services

DATE: May 1, 2009

FROM: Deb Churko, ASCT
Engineering Technologist

FILE: 5500-21-01

SUBJECT: Re-Consideration of the Rural Streetlighting Local Service Area Expansion
Ballenas Road / Wall Beach Road (Camelot Homes), Electoral Area 'E'

PURPOSE

To report back to the Board on the proposed Rural Streetlighting Local Service Area expansion and the addition of two streetlights in the Wall Beach area of Nanoose Bay (see attached plan).

BACKGROUND

A new strata subdivision is currently being developed by Camelot Homes in Nanoose Bay at Lot 1, Plan 4058, Nanoose Land District, DL 72. The site is accessed off Northwest Bay Road, and is located between Ballenas Road and Wall Beach Road. The owner requested that two streetlights be installed on hydro poles near both entrances to the subdivision for traffic and pedestrian safety. BC Hydro would install one overhead streetlight davit on Ballenas Road, and one on Wall Beach Road. Camelot Homes would pay for the installation (\$359.10), and the annual power charges would be paid by the property owners within the Rural Streetlighting Local Service Area.

The property owner (Camelot Homes) returned a signed petition to the RDN in December 2008, and a report on the expansion of the Rural Streetlighting Local Service Area along with a proposed bylaw amendment were presented to the Committee of the Whole on January 13, 2009. Subsequently, a number of phone calls and complaints objecting to the addition of the two streetlights were received.

Rural Streetlighting Amendment Bylaw No. 791.17 was introduced at the Board meeting on January 27, 2009. The Board did not support the bylaw but referred the matter back to staff. Accordingly, it is being recommended that Rural Streetlighting Local Service Area Amendment Bylaw No. 791.17 be abandoned and that streetlighting not be pursued in this area at this time.

ALTERNATIVES

1. Abandon Rural Streetlighting Local Service Area Amendment Bylaw No. 791.17 and do not pursue the installation of streetlights at this location.
2. Adopt Rural Streetlighting Local Service Area Amendment Bylaw No. 791.17.

FINANCIAL IMPLICATIONS

Alternative 1 - If the proposed Rural Streetlighting Local Service Area expansion is abandoned, there are no financial implications to the RDN. Only RDN staff costs have been incurred to date.

Alternative 2 - If the Rural Streetlighting Amendment Bylaw No. 791.17 is adopted, there are no financial implications to the RDN. The owner would pay BC Hydro \$359.10 for the installation of two streetlights on hydro poles on Wall Beach Road and Ballenas Road. The annual power charges would be paid by the


property owners within the Rural Streetlighting Local Service Area at a rate of \$6.90 per \$100,000 of property assessment.

SUMMARY/CONCLUSIONS

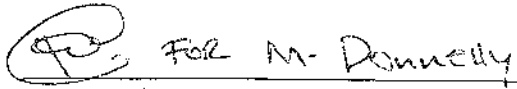
The owner of Lot 1, Plan 4058, Nanoose Land District, DL 72 (Camelot Homes) returned a signed petition to the RDN in December 2008 to request an expansion of the Rural Streetlighting Local Service Area. A report describing the addition of two streetlights on Ballenas and Wall Beach Roads, along with a proposed bylaw amendment were presented to the Committee of the Whole on January 13, 2009. Subsequent to the Committee meeting, a number of complaints and objections to the streetlights were received. The two proposed streetlight locations on Ballenas and Wall Beach Roads are not within the subdivision but are located across the street from the two entrances to the subdivision. At the January 27th, 2009 Board meeting, the Board did not support the bylaw but directed that the matter be referred back to staff. Accordingly, it is being recommended that Rural Streetlighting Local Service Area Amendment Bylaw No. 791.17 be abandoned and that streetlighting not be pursued in this area at this time.

RECOMMENDATIONS

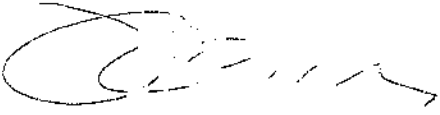
That "Rural Streetlighting Local Service Area Amendment Bylaw No. 791.17, 2009" be abandoned.



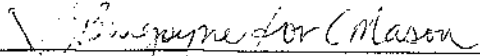
Report Writer



Manager Concurrence



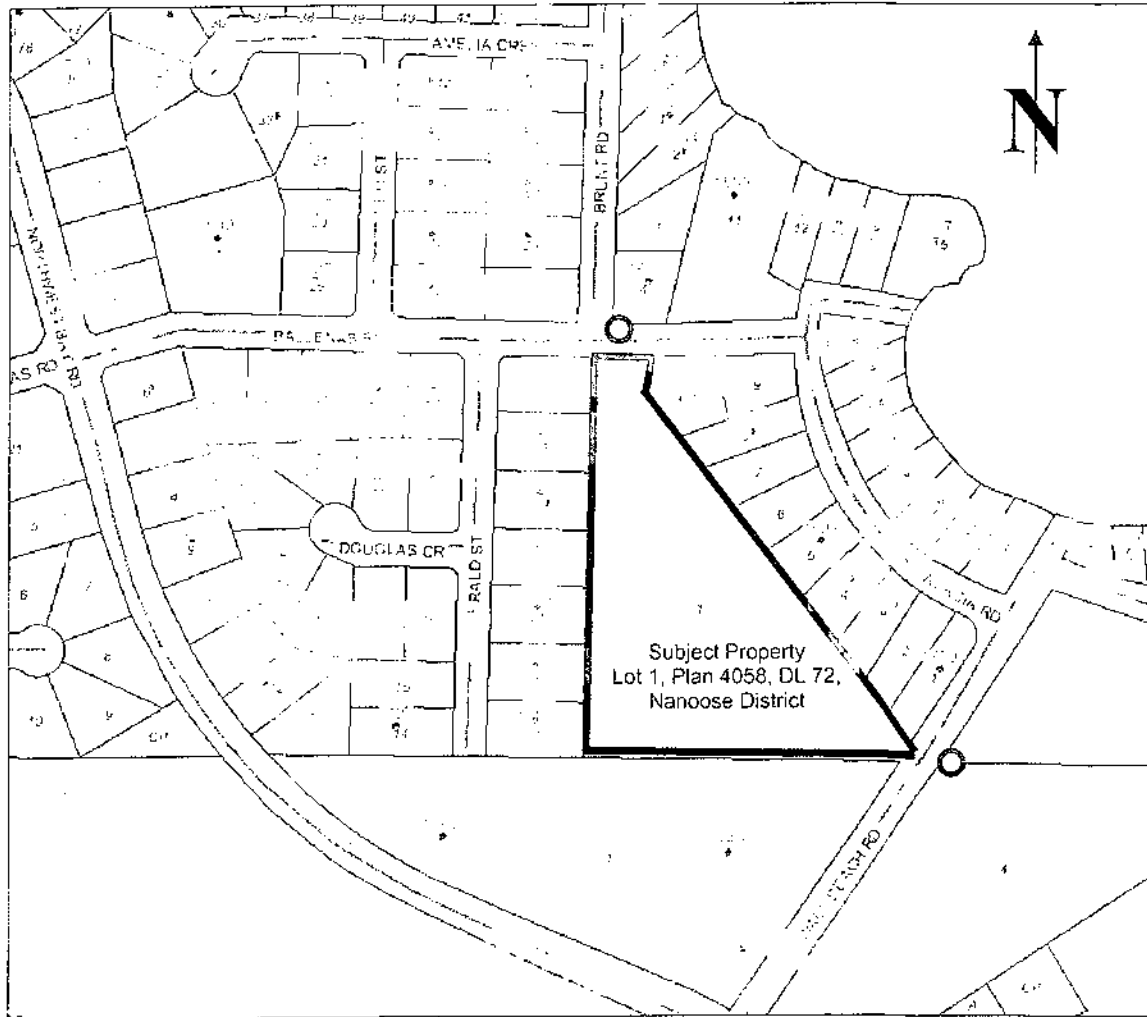
General Manager Concurrence



CAO Concurrence

COMMENTS:

Figure 1 – Location Plan



Legend

○ = Proposed streetlight location

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR MEETING HELD ON THURSDAY, APRIL 16, 2009 AT OCEANSIDE PLACE 2:00PM

- Attendance:** Frank Van Eynde, Electoral Area 'E', Chairperson
Dave Bartram, Director, RDN Board
Reg Nosworthy, Electoral Area 'F'
Patty Biro, Electoral Area 'H'
Eve Flynn, Trustee, School District #69
Jack Wilson, Councilor, Town of Qualicum Beach
- Staff:** Tom Osborne, General Manager of Recreation and Parks Services
Dan Porteous, Superintendent of Arenas & Southern Recreation Services
Sandra Pearson, Superintendent of Aquatics & Northern Recreation Services
Mike Chestnut, Superintendent of Facility Operations
Marilynn Newsted, Recording Secretary
- Regrets:** Teresa Patterson, Councilor, City of Parksville
-

CALL TO ORDER

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

DELEGATIONS

**Lynne Donaldson, Aquacize Program Participants Ravensong Pool,
Re: Review of Aquacize Fees and Proposal of a Pool Pass for Some Pool Activities**

MOVED Commissioner Bartram, SECONDED Commissioner Wilson, that the delegation Lynne Donaldson regarding the Aquacize Program Participants at Ravensong Aquatic Centre, be received.

CARRIED

Ms. Donaldson presented a petition signed by seventy three Aquacize participants who live in the Qualicum Beach, French Creek and Parksville area, requesting an evaluation of the Aquacize fees charged to reflect fees charged by other communities on the Island and the creation of a pool pass. Ms. Donaldson stated the group compared the Ravensong Aquacize fees with other communities on the Island and found the local fees the highest, by far. She also noted other communities do have pool passes which may be used for any session offered at the facility. At the Ravensong, there are two separate passes, a swim pass and an Aquacize pass. Users have found if they want to use their pass to attend an alternate session (swim or aquacize or vice versa), there quite often is a discrepancy in the additional fee charged them. Ms. Donaldson stated the creation of a "One Pass" which would cover both activities at the pool and would also eliminate the confusion at the front desk when users wish to attend an alternate type of swim session.

Ms. Donaldson requested the Commission consider the information provided regarding the Aquacize fees and the possible installation of a "One Pass" during their up coming fees and charges review. Ms. Donaldson requested a written response to their concerns be posted at the Ravensong Aquatic Centre

MINUTES

MOVED Commissioner Bartram, SECONDED Commissioner Biro, that the Minutes of the District 69 Recreation Commission meeting held March 19, 2009, be approved.

CARRIED

COMMUNICATION/CORRESPONDENCE

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the following Correspondence be received:

- J. Fowles, Re: Aquacize Class Fees Ravensong Aquatic Centre
- S. Pearson to N. Pakkala, Re: Building Learning Together "Chair-ity" Auction
- G. Clayton, Re: Exorbitant Aquacize Class Fees Ravensong Aquatic Centre
- D. Holland, Oceanside Minor Baseball, Re: Grant Thank You
- S. Pearson to G. Clayton, Re: Aquacize Class Fees/Fees and Charges Review
- S. Pearson to J. Fowles, Re: Aquacize Class Fees/Fees and Charges Review

CARRIED

FUNCTION REPORTS

Oceanside Place

Mr. Porteous presented the monthly update for Oceanside Place highlighting the following items:

- The Oceanside Community Hockey Program has had twenty-three bookings to date.
- School District 69 has received a grant to provide every grade five class the opportunity to receive three free skating lessons.
- The summer Scrub Hockey program registration is going very well.
- The Oceanside Generals won Bronze at the Provincial championships.
- Staff will take out the ice in the Howie Meeker Arena and The Pond beginning April 18.
- Planning for the dry floor season is taking place.
- A meeting was held with the Parksville Lions Club to discuss the possibility of sponsoring Family Skate Sessions during the 2009-10 ice season.
- For the first time in four years, Oceanside Place has full complement of maintenance staff.
- The admission numbers continue to climb at Oceanside Place

Ravensong Aquatic Centre/Recreation Coordinating

Ms. Pearson presented the monthly update for the Ravensong Aquatic Centre and the Recreation Coordinating Function highlighting the following items:

- A four hour staff in-service training session was held March 15, with the whole aquatic team. Mock simulations allowed staff to refresh and practice their lifesaving and emergency skills.
- The preschool programs are gaining in popularity with the Preschool Swim program at capacity. Finding more preschool instructors with the appropriate certification is very difficult, as the programs run only one or two hours and not every day of the week making it difficult for instructors to make a commitment for so short a time period during the day.
- The hiring process has begun for the summer camps. One hundred forty applications were received for the Summer Recreation Assistants and Summer Leaders positions.
- Earth Day will be held Sunday, April 19, 2009.
- Staff are in the midst of preparing a Youth Discussion Paper. Meetings have been held both internally and with Youth Link, regarding the purpose, rationale and process as part of the review of the Department Youth Services Plan.
- A Community Development Strategy Workshop was held on May 2, to develop a direct programming model, as well as, a community development model, for the Department.
- Four casual lifeguards have just been hired for the Aquatic Centre.
- Munchkinland, in Qualicum Beach, opened on April 14, a Building Learning Together project through School District 69.

Regional Parks and Trails and Community Parks (EA 'E' – 'H')

Mr. Osborne reviewed the Regional Parks and Trails and Community Parks (EA 'E' – 'H') Function Report highlighting the following items:

- Concrete steps will be constructed at Brickyard Community Park. Work should be completed by the end of April.
- Staff attended a two day workshop to review the preliminary "Community Plans" for Schooner Cove and the Lakes District, which was hosted by the Fairwinds Development Consultant.
- Staff did tour parks in Electoral Area 'F' and will be using the information gained to prepare a list of various projects to be undertaken, as part of their Five Year Plan, which will be presented to the Parks and Open Space Advisory Committee at their next meeting.
- In Area 'G', staff are working with the DFO on an affordable bank restoration plan for French Creek.
- Illegal ATV use continues to be a problem in the Englishman River/Top Bridge area.
- The boardwalk construction project, in Area 'H', will commence soon.
- The Mt. Benson Regional Park Management Plan Open House will be held today, at Beban Park in Nanaimo.
- The grant application for the two bridges and trail improvement on the Lighthouse Country Trail was received.
- The group campsite at Horne Lake Regional Park is complete.
- Together with Haylock Brothers staff are working on the decommissioning of the gravel pit at Englishman River Regional Park. Work should be completed by the summer.

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

CARRIED

BUSINESS ARISING FROM DELEGATIONS

MOVED Commissioner Flynn, SECONDED Commissioner Nosworthy, that the input and information received from the delegation representing the Aquacize Program Participants at Ravensong Pool be referred to the District 69 Recreation Commission Fees and Charges Sub-Committee for review and recommendation.

CARRIED

Staff were requested to ensure that postings were done in the lobby of the Aquatic Centre as well as in the male and female washroom to keep participants informed of fees and charges review and resolutions approved by the Board.

CARRIED

Mr. Osborne, noting Ms. Donaldson comments about the capacity of the pool and the addition of more Aquacize classes, stated the Ravensong Aquatic Centre is operating at full capacity and there is limited ability to increase the number of Aquacize sessions in the current facility. In addition, at present there are very few certified Aquafit instructors available to hire or lifeguards interested in training to become Aquafit instructors.

NEW BUSINESS

Ravensong Aquatic Centre – Repair and Expansion

Mr. Osborne thanked the Commission members for attending the Ravensong Aquatic Centre Repair and Expansion Seminar held on April 9. He stated the information received was very helpful for the Board in understanding the significance of the issue in front of them.

Mr. Osborne noted information received after the meeting showed the threshold of the Ravensong Aquatic Centre tax requisition bylaw is quite large. In 1996 when the facility was constructed the mill rate was \$31.10 per 100,000 assessment of which \$12.00 per \$100,000 was to service the debt. In 2009 the mill rate for the facility currently sits at \$16.60 per \$100,000 in which \$4.30 per 100,000 is for debt servicing.

These figures are reflected on the assessment and population growth. The new figures mean there is the capacity, without having to go to referendum, to generate the necessary funds through taxes, over a two year period for the repairs if the grant application is accepted.

Mr. Osborne stated if the grant application is denied, it will very likely mean going to referendum to cover the repairs, however, there may be some internal short term borrowing which could be done. These funds would need to be repaid if and when they are required.

Mr. Osborne stated the repairs to the Aquatic Centre do meet the grant criteria very well, and he is cautiously optimistic the grant will be approved. The project team is ready to go, as the request

for proposals was prepared with the two phases and the design team. The first phase covered the packaging up of the repair options and also reviewing the expansion costs.

As per the Board's direction, the expansion to the aquatic centre will not go ahead. However, Mr. Osborne stated staff will be meeting with the design team, as noted in the contract, to work out an updated expansion design and costing for future use, as well as, package up the repairs for the building and confirm the timeline.

Work on the repairs will start in earnest in 2010, with or without a grant. The repair project will likely mean interruptions to service at the aquatic centre, possibly an extended shut down. Mr. Osborne stated he will keep the Commission apprised of the progress, as well as, the public and staff, as there may be some employee lay offs for a period of time, if there are extended delays due to the repairs.

2009 World Under 17 Hockey Challenge Economic Impact Assessment

Mr. Osborne reported that the economic impact by hosting the U17 Tournament was 1.3 million dollars to the partner communities and 2.9 million dollars to the Provincial economy. Mr. Osborne stated the event also gave a boost to employment during a slow economic period and was a major contributor to the local economy.

COMMISSIONER ROUNDTABLE

Commissioner Nosworthy highlighted the following items in EA 'F':

- The new Arrowsmith Communities Activity Coordinator is Marilyn Sims.
- Two after schools programs are up and running with School District 69 which will be held at both the Community Schools until the end of June.
- Work is in progress with School District 69 for grant funding to cover summer camps.
- A new "Welcome to Arrowsmith" community sign has been placed along the road on the Parksville entrance into Errington. The sub-committee will be looking into the placement of two more signs in the future.
- An All Candidates meeting will be held April 30, 2009, in the hall at the Coombs Fair Grounds.

Commissioner Biro noted the Lighthouse Recreation Commission hosted an Easter Party on Easter weekend, with about 25 children attending.

Commissioner Van Eynde reported a new Fire Department Board has been installed in Electoral Area 'H'.

Commissioner Bartram noted the following items:

- Vancouver Island University has received federal and provincial funding to complete the 9 million dollar Centre for Shellfish Research in Deep Bay. Approximately sixty people will be employed immediately to construct the facility and then approximately fifteen full time employees, plus students, the research team and a culinary school will be housed at the centre. In addition, the facility will become a tourist draw and a huge economic driver for the area.
- The Lion's and BC Housing have partnered to build up to ten senior's housing units at the facility next to the Lighthouse Community Centre.

- The Lt. Governor will be in Area 'H' on June 28, 2009, to dedicate the veteran wall currently under construction by the Legion.
- November 2 the Torch Run will come through Bowser and will stop at the Bowser Elementary School around 9:00 to 10:00am, for coffee.
- An All Candidates meeting will be held on May 5 at the Lighthouse Community Centre.

Commissioner Flynn reported the next public meeting to review the School District 2009 budget will be held April 22, with the final approval of the budget on April 28.

Commissioner Flynn also noted the Assistant Superintendent for School District 69 will be retiring in June. Interviews for the position have been completed and an announcement regarding the successful candidate will be made shortly.

ADJOURNMENT

MOVED Commissioner Bartram that the meeting be adjourned at 3:15pm.

Frank Van Eynde, Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'A'
PARKS, RECREATION AND CULTURE COMMISSION
REGULAR MEETING HELD WEDNESDAY, APRIL 15, 2009
AT CRANBERRY FIRE HALL, 7:00PM

Attendance: Joe Burnett, Director, RDN Board, Chair
Dawn Burnett
David Flynn
Shelagh Gourlay
Ryan Rango
Shannon Wilson
Kerri-Lynn Wilson
Krista Seggie

Staff: Wendy Marshall, Manager of Park Services
Dan Porteous, Superintendent of Arenas and Southern Recreation Services
Elaine McCulloch, Parks Planner
Marilynn Newsted, Recording Secretary

Regrets: Lynnette Aldcroft

CALL TO ORDER

Chair J. Burnett called the meeting to order at 7:00pm.

MINUTES

MOVED Commissioner Flynn, SECONDED Commissioner Gourlay, that the Minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission Inaugural meeting held March 11, 2009, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED Commissioner S. Wilson, SECONDED Commissioner K. Wilson, that the following Correspondence be received:

- E. McCulloch to New Line Skateparks Inc., Agreement Concept Plan Cedar Skate Park
- S. Toth, South Wellington and Area Community Association, Re: Grant Final Report
- D. Porteous to Yellow Point Drama Group, Re: Request Grant Final Report
- D. Porteous/E. McCulloch to School District 68, Re: Cedar Skate Park Development

CARRIED

BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE

Commissioner Rango noted the Boy Scouts do have a twenty-two foot dual axel trailer which could be used for storage, if the Yellow Point Drama Group has not been able to purchase a storage trailer. The Scouts have just been given a full size cube van by the Coast Guard Auxiliary to use for storage and do not require the trailer. If not needed by the Yellow Point Drama Group, any group which may need a storage unit, preferably a youth group, may contact Commissioner Rango with regard to the trailer.

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects for February and March 2009

Ms. McCulloch addressed concerns raised about the destruction, caused by the developer, on the Morden Colliery Trail and its current condition. Ms. McCulloch noted the Regional District has a permit for the trail only; the remaining right of way is crown land. The developer has permits in place to cross the trail in specific areas.

Ms. McCulloch stated the developer has confirmed they will be hiring a landscape architect to prepare plans for the restoration and improvements to the trail, which will include replanting with native vegetation and some fencing near the back of the property. Ms. McCulloch will be working with the landscape architect on the design of the fencing and will also require construction inspections during the project.

Commission members requested Ms. Michel or Mr. Garbutt attend the next meeting to review the Active Transportation Draft Plan.

Ms. McCulloch noted there will be a Mt. Benson Regional Park Open House to review and give input on the Management Plan, April 16, 2009, at Beban Park in Nanaimo, and also a second Open House on the Cedar Skate Park Proposal will be held May 14, 2009, at Cedar Secondary School.

MOVED Commissioner K. Wilson, SECONDED Commissioner Rango, that the Parks Update Report for February 2009 be received, as information.

CARRIED

MOVED Commissioner D. Flynn, SECONDED Commissioner S. Wilson, that the Parks Update Report for March 2009 be received, as information.

CARRIED

Recreation and Culture Report

Mr. Porteous gave a brief verbal Recreation and Culture Report noting the following items:

- Torch Relay – A regional Torch Relay Committee has been established and a first meeting held regarding the event. A Sub-Committee for Electoral Area 'A', of approximately six to eight people, will be required to assist with the promotion of the event and coordination of local groups. Mr. Porteous will work with the Electoral Area 'A' Sub-Committee regarding the coordination of the event.

- The position for the new Recreation Programmer will be posted soon. The plan will be to have a candidate hired by the end June depending on the recruitment process.
- Locating office space for the new programmer will be one of the next key actions.
- A 2009 budget review will be scheduled for the next Commission meeting.
- The Grant-In-Aid Sub-Committee will be meeting in the next two weeks. Commissioner Seggie has agreed to sit as alternate on the Committee along with Commissioners Flynn, Gourlay and Aldcroft.

MOVED Commissioner D. Burnette, SECONDED Commissioner Seggie, that the Recreation and Culture Report be received as presented.

CARRIED

Commissioner Gourlay suggested that a letter be sent to the groups and organizations in Electoral Area 'A' with information regarding the availability of Grants-In-Aid and also information regarding the Torch Relay and the opportunity to be involved, either as a participant or volunteer.

NEW BUSINESS

New Line Skateparks Inc.

Mr. Kyle Dion, representing New Line Skateparks Inc and Van der Zalm & Associates, provided a presentation regarding skateboarding and an overview of the Cedar Skate Park Concept Plan. He stated the concept is to construct an action sport facility of about 8,000-10, 000 square feet, which will provide both recreational and socializing opportunities for young people in a safe and comfortable environment, focused on skateboarders and BMX enthusiasts.

The site selected for the park is on the southeast corner of the Cedar Community Secondary School grounds. As it is a rural setting the plan has been developed to incorporate natural landscape design, and work with the existing conditions, including setbacks, waterways and regulations. The Skate Board Committee has a fund raising goal of approximately \$300,000 and the concept plan was developed with the budget and the location restrictions in mind. The design also incorporated the wishes of the youth for a timeless design, a mix of styles, consideration to rider ability levels, a good balance in the design features and traffic patterns. The youth also requested the used of varied construction materials and creation of a unique sense of place for them, which will make the park not only a comfortable and inviting place for riders but also as a place to visit and meet their friends.

On March 12, 2009, a community meeting was held which was attended by thirty to thirty-five youth giving them an opportunity to be involved in the process, review the consultants presentation about skate parks and features they may be interested in, and also gave them the opportunity to develop their own ideas and visions for the park. From the feedback received at the meeting, a concept plan was developed which was presented to the youth on April 8, 2009, for their review. The Skate Park Concept Plan was well received by the youth and will now be presented to the entire Community at a Skate Park Concept Plan Open House on May 14.

Electoral Area 'A' Recreation and Culture Grant-In-Aid Program

Mr. Porteous reviewed a report regarding issues and revisions to the Grant-In-Aid program. The Commission had requested four key areas be explored including wages/honorariums, capital, Parent Advisory Committees and travel grants. The recommendations regarding these items include minor changes to the administration and criteria of the program. Some minor revisions were also incorporated due to recent changes in Commission and staff structure.

Following are the key items and revisions that were recommended:

Regarding wages and honorariums - Funds cannot be used *to support ongoing wages of regular staff* or other professional fees; *however, costs associated with subsidizing honorariums to support program instructors may be considered.*

Regarding capital items - *The Grant-In-Aid Program may consider capital items depending on the nature of the funding request. However, the Grant-In Aid Program excludes requests for repairs, maintenance or capital improvements to community operated buildings or halls. This type of request should be directed to funding that may be provided by the Electoral Area Community Parks function.*

Regarding Parent Advisory Committees – based on the information compiled in the report Parent Advisory Committees should be eligible to apply for Grant-In-Aid funding.

Regarding travel grants – based on information compiled regarding travel grants applications should also be eligible for Grant-In-Aid funding.

Mr. Porteous noted two further recommended changes to the criteria as: 1) Successful grant recipients must begin using the funds for the approved purposes within six months of receiving the funds. *Grant-In-Aid funding must be used for the sole purpose as described in the application or the funds shall be returned to the Regional District, and, 2) Late submissions may be considered at the discretion of the Sub-Committee depending on timing, priorities and available funding.*

Upon considerable discussion and review, the Commission endorsed the following recommendations:

MOVED Commissioner S. Wilson, SECONDED Commissioner Flynn, that the revisions to the Electoral Area 'A' Recreation and Culture Grant-In-Aid Program as outlined in the report and highlighted in Appendix I be approved.

CARRIED

MOVED Commissioner S. Wilson, SECONDED Commissioner Flynn, that Parent Advisory Committees from schools located in Electoral Area 'A' be considered eligible to apply to the Electoral Area 'A' Recreation and Culture Grant-In-Aid funding program.

CARRIED

MOVED Commissioner S. Wilson, SECONDED Commissioner Flynn, that travel expenditures be considered an eligible cost for funding by the Electoral Area 'A' Recreation and Culture Grant-In-Aid program.

CARRIED

COMMITTEE ROUND TABLE

Commissioner S. Wilson stated she will be attending the BCRPA Symposium to be held in Whistler May 27 to 29. Mr. Porteous noted that the BCRPA memberships and Symposium opportunities will be reviewed during the annual budget process for 2010.

Commissioner Seggie noted the following items:

- SWACA recently met with Sandstone Development representatives regarding the removal of the traffic light at Morden Road and the Island Highway.
- A meeting regarding school closures was held, with not only school families but many representatives from the community attending. In a vote of six to three, it was agreed not to start another consultation regarding school closures, which was exciting news for the group.
- May 9 there will be a School/Community Plant Sale.
- The Friends of Morden Mine, South Wellington Elementary and SWACA are working together to prepare a float for the Empire Days Parade.
- The Fun Fair will be held May 29.

Mr. Porteous reported he was pleased to announce that five canoes and a storage trailer, which belonged to and had been used in District 69 in past years, are now residing with the Cedar Scouts for their use in Area 'A', along with all the paddles and necessary life jackets.

Commissioner Gourlay requested staff investigate the ownership of the Cedar Baseball Diamond as the field has fallen into disrepair and requires maintenance.

COMMITTEE INFORMATION

The next meeting will be Wednesday, May 20, 2009, location to be announced.

ADJOURNMENT

MOVED Commissioner S. Wilson that the meeting be adjourned at 9:30pm.

Chair

Electoral Area Commission April 15, 09

MEMORANDUM

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: April 7, 2009

FROM: Dan Porteous
Superintendent of Arenas and
Southern Recreation Services

FILE:

SUBJECT: Electoral Area 'A' Recreation and Culture Grant-in-Aid Program Revisions

PURPOSE

To provide information regarding the Electoral Area 'A' Recreation and Culture Grant-In-Aid Program and to seek Board approval regarding revisions to the program.

BACKGROUND

In May of 2008 the Regional Board approved a recommendation for a Grant-In-Aid Program developed specifically for Electoral Area 'A', which would be administered through the Recreation and Culture Commission to assist non-profit organizations in the delivery of recreation and culture services to local residents.

The Program (attached for reference as Appendix 1) was implemented in the fall of 2008 and two sets of grant applications have been processed to date. As staff and the Commission worked through the implementation of the Grant-In-Aid process some issues regarding particular applications and the criteria pertaining to the Program were discussed. Staff were requested to compile information regarding four key areas and report back to the Commission. The key areas included wages and honorariums, capital items, Parent Advisory Committees, and requests for funds to cover travel costs.

As the establishment of a new Electoral Area 'A' Parks, Recreation and Culture Commission was approved by the Regional Board in January 2009, a review of the Grant-in-Aid Program is timely to inform new Commissioners, and to consider the issues identified and make recommendations regarding any revisions. Recently, the District 69 Recreation Grant Program was also reviewed and some of the revisions have been incorporated into the Electoral Area 'A' Grant-in-Aid Program for the Parks, Recreation and Culture Commission and Regional Board consideration.

Wages and Honorariums

Currently specific criterion emphasizes that funds cannot be used for wages or other professional fees. The Area 'A' Grant-In-Aid funding was not intended to support ongoing wages of regular staff resources within an organization or for consultant fees or other related professional fees associated with the regular operations of an organization. However, there are situations whereby organizations wish to provide funding for honorariums (costs associated with hiring instructors for program services) that benefit the community at large through participation in the activities provided through instruction and leadership.

These organizations could utilize the Grant-In-Aid funding to help subsidize the cost of the honorariums, which in some cases may be the only expense necessary for the provision of the service. It is important to recognize the value of this type of funding to further enhance the variety of experiences available to the community.

Given the Commission's initial recommendation in the development of the Grant-In-Aid Program to consider this type of funding application: it is recommended that the criterion be revised as follows:

Funds cannot be used to support ongoing wages of regular staff or other professional fees; however, costs associated with subsidizing honorariums to support program instructors may be considered.

Capital Items

The Commission requested clarification regarding capital items as there was uncertainty with respect to some of the applications that have been considered.

The Regional Board recently amended Electoral Area Community Park Function Bylaws to allow for capital improvements to community facilities operated by non-profit community organizations. A similar approach is being considered for the Area 'A' Recreation Service Bylaw. With this in mind applications for capital funding requests related to such facilities should be deferred to the Parks Function and be considered for approval. However, not all capital items fit neatly into such categories.

As capital items can be quite different in nature it is recommended that the criterion regarding capital be revised as follows:

The Grant-in-Aid Program may consider capital items depending on the nature of the funding request. However, the Grant-In-Aid Program excludes requests for repairs, maintenance or capital improvements to community operated buildings or halls. This type of request should be directed to funding that may be provided by the Electoral Area Community Parks function.

Parent Advisory Committees

An application for Grant-in-Aid funding was received in 2008 from the South Wellington Elementary School Parent Advisory Committee. The Commission raised concerns with respect to the relationship of Parent Advisory Committees with School Districts and alternative funding sources associated with these organizations. The application for funding was denied and the Commission directed staff to review this issue and report back to the Commission regarding the Parent Advisory Committee's role, responsibility and relationship with the School District.

Although Parent Advisory Committees are associated with School Districts through the work that is carried out, these Committees operate independently as non-profit, volunteer organizations. The Committees work in concert with their respective communities and School Districts to provide a variety of programs, support services and projects for students and the communities, of which many are considered extra-curricular and supplementary to what the School District provides.

The Committees are eligible and may apply for funding annually through Gaming BC. As these funds are nominal and Committee budgets are limited, they may apply for other funding through Gaming BC and various other funding sources that are available to enhance the programs, projects and services they provide. The Ministry of Education does not provide funding directly to the Committees, although some School Districts may provide nominal stipends to Committees depending upon the School District's budget priorities and relationships with their respective Committees.

The Recreation Grant program in District 69, also offered through the Regional District Recreation and Parks Department, has received funding applications from the Parent Advisory Committees on numerous occasions for a number of years and some funding has been approved.

Given the nature of the work Committees are involved with in their communities, their relationship with the School Districts, the minimal amount of annual funding that Committees receive through Gaming BC, and precedent established through the District 69 Recreation Grant program, it is recommended that Parent Advisory Committees not be excluded from making application for Area 'A' Grant-In-Aid funding. Each application should be considered on its own merit as to whether or not any or all funding would be approved based on information in the application as with any application, and within the parameters of the established criteria.

Funds to Cover Travel Costs

An application for Grant-in-Aid funding was received in 2008 from a class program the Cedar Community Secondary School. The funds would be used to cover some of the travel costs associated with an educational and cultural experience in France. Due to a variety of concerns regarding the application, the funding request was denied; however, the Commission wished to further address the use of Grant-in-Aid funding for this type of activity.

The intent of the Grant-In-Aid program is to be as far reaching and flexible within the parameters of criteria established to encompass the greatest range of possible programs, projects and services. It is anticipated there will continue to be a wide range of applications from varied sources, and there may very well be travel opportunities that warrant funding support depending on the nature of the application. Similarly, as with Parent Advisory Committee funding applications, the Recreation Grant program in District 69, has also offered received funding applications for various travel opportunities from different organizations, some of which have been approved.

Although the staff and the Commission need to be prudent in the allocation of funding, there needs to be room for openness and flexibility with respect to the application process. Rather than generally inhibiting applications through increased restrictions within the criteria, it is the task of the staff working in concert with the Commission to assess the applications and make critical judgments in each case, especially for some applications that do not fit neatly into particular categories. It is recommended that travel costs not be considered ineligible for funding, and that each application related to such opportunities be considered within the parameters of the established criteria.

Other Grant-in-Aid Program Revisions

With the establishment of the new Commission and staff restructuring there have been some minor revisions reflected in Appendix 1 updating pertinent information regarding the Program. All of the revisions have been shaded, italicized and underlined in Appendix 1 for ease of reference.

Upon review and in addition to the four key issues outlined previously and the minor revisions noted above, there are two other revisions being recommended under the heading **Administration of the Program** as follows, and are self-explanatory:

6. Successful grant recipients must begin using the funds for the approved purposes within six months of receiving the funds. *Grant-in-Aid funding must be used for the sole purpose as described in the application or the funds shall be returned to the Regional District.*

7. Late submissions ~~will not be considered~~ may be considered at the discretion of the Sub-Committee depending on timing, priorities and available funding.

Although the Program has only been recently implemented, it has been well received by those who have benefitted from the funds, and it has already provided beneficial opportunities for residents throughout Area 'A'.

The Commission and staff will continue to review the Grant-in-Aid Program on an annual basis prior to the RDN budget process to recommend any changes to be implemented the following year.

ALTERNATIVES

1. Approve the recommendations and revisions regarding the Electoral Area 'A' Recreation and Culture Grant-in-Aid Program as outlined in the report and highlighted in Appendix 1.
2. Not approve the recommendation and revisions regarding the Electoral Area 'A' Recreation and Culture Grant-in-Aid Program as outlined in the report and highlighted in Appendix 1, and provide alternative direction.

FINANCIAL IMPLICATIONS

There are no budget implications to amending the Electoral Area 'A' Recreation and Culture Grant Program criteria.

SUSTAINABILITY IMPLICATIONS

The Grant-in-Aid Program will continue to assist the Commission in better serving the community in a broader scope, further enhancing the overall delivery of recreation and culture services to the community. If approved, the recommendations and revisions regarding the Program will help to clarify and enhance the Grant-In-Aid Program. This funding will provide for a greater distribution of resources independently managed by organizations that will continue to serve the Electoral Area in conjunction with the direct provision of recreation and culture service established through the Commission. This will also support and further the direction of the RDN Recreation and Parks Department and the Commission in their goal to foster community development, helping others help themselves.

SUMMARY / CONCLUSION

The Electoral Area 'A' Recreation and Culture Grant-in-Aid Program was established in the spring of 2008. As the Program was implemented particular concerns were addressed by the Commission when reviewing applications. Staff were directed to review four key issues – wages and honorariums, capital items, Parent Advisory Committees and travel costs.

The Grant-In-Aid criteria are broad and intended to capture the greatest range of possible projects and programs. Although there need to be parameters established for administering the Program, it is important to recognize that the funding is intended to support the community at large and enhance the overall service delivery provided by the Regional District. Therefore, it is imperative the Commission be flexible and broad minded in the administration of the Program to ensure the funds can be utilized to the greatest extent possible.

Upon review staff have outlined considerations with respect to each of the issues. Regarding wages and honorariums it is recommended that although funds cannot be used to support ongoing wages of regular staff or professional fees, honorariums for instructional purposes may be eligible for funding as outlined in Appendix 1.

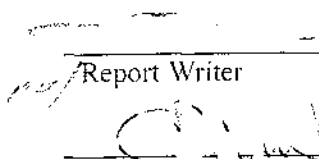
It is also recommended that capital items may be eligible for funding depending on the nature of the request with the exception of requests for repairs, maintenance or capital improvements to community operated buildings or halls as outlined in Appendix 1.

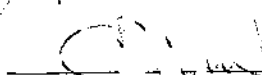
With respect to the issue of Parent Advisory Committees and the relationship with School Districts, it is clear that these organizations serve as stand alone, not for profit entities. Based on information provided in the report it is recommended that Parent Advisory Committees be eligible for funding through the Grant-In-Aid Program. Similarly, based on information provided regarding travel costs associated with funding applications, it is also recommended such requests also be eligible for funding.

Finally, due to the reformation of the new Parks, Recreation and Culture Commission, staff have made minor revisions to the Grant-In-Aid document to better reflect the change also highlighted in Appendix 1.

RECOMMENDATIONS:

1. That the revisions to the Electoral Area 'A' Recreation and Culture Grant-in-Aid Program as outlined in the report and highlighted in Appendix 1 be approved.
2. That Parent Advisory Committees be considered eligible to apply for Electoral Area 'A' Recreation and Culture Grant-in-Aid funding.
3. That travel costs associated with Electoral Area 'A' Recreation and Culture Grant-in-Aid applications be considered eligible for funding.



Report Writer


CAO Concurrence

General Manager Concurrence

COMMENTS:

APPENDIX 1

NOTE: Proposed Revisions *Italicized* and Underlined throughout the following Program document.



ELECTORAL AREA 'A' RECREATION AND CULTURE GRANT-IN-AID PROGRAM

GUIDELINES AND APPLICATION FOR FUNDING

ELECTORAL AREA 'A' RECREATION AND CULTURE GRANT-IN-AID PROGRAM PROCESS AND GUIDELINES

NOTE: Please read all of the information provided before completing your application.

GENERAL INFORMATION

The Regional District of Nanaimo (RDN) plays an effective role of facilitation by providing grant programs to assist community organizations in the provision of services to residents throughout the region. These grant programs help to support a wide variety of services including programs, events, and special projects and initiatives offered throughout the communities, and enhances the overall service delivery provided by the RDN.

The Electoral Area 'A' Parks, Recreation and Culture Advisory Commission representing the communities of Cedar, Cassidy, South Wellington and parts of Yellow Point has established a Grant-in-Aid Program that is targeted towards local community organizations providing recreation and culture services within Electoral Area 'A'. The Program includes criteria to assist the Commission and RDN staff in reviewing and considering applications from a broad spectrum of opportunities.

Any local, non-profit organization is eligible for funding; charitable status is not required. Private or commercial organizations are not eligible.

PROGRAM OBJECTIVE

To provide funds to assist local, non-profit organizations offering recreation and culture programs, special events or projects, which benefit specific communities or Electoral Area 'A' as a whole; targeting either specific age/gender categories including preschool, children, youth adult and seniors or combined age/gender categories.

BUDGET

The Commission, in concert with the RDN staff, recommends the annual apportionment for the overall Grant-in-Aid Program through the RDN budget process with final approval from the Regional Board.

Funding to a maximum of \$1,500 per grant application is disbursed after Regional Board approval. When making your application, please remember that the objective is to assist as many local organizations as possible. Larger funding requests may be considered at the Commission's discretion and must also be approved through the Regional Board before disbursement.

Any unallocated grant funding will be carried over to the next budget year.

APPLICATION PROCESS

1. Submissions for Grant-in-Aid applications are advertised bi-annually in February for summer and fall programs/events/projects of the same year (July-December), and in September for winter and spring programs starting the following year (January-June).
2. Once submitted a Committee will review the applications and make recommendations for consideration by the Commission and for final approval through the Regional Board.
3. Applicants must complete an application form included with this package.
4. For an application to be considered, it cannot be longer than **7 pages** including the application form.
5. Additional information provided via a word processing program must be at least **11 point** font size.

6. **No staples** please – your application will be photocopied for the sub-committee members.
7. Completed application forms clearly marked “**Recreation and Culture Grant-in-Aid Program**” must be delivered in a sealed envelope submitted to:

Attention: Dan Porteous, Superintendent of Arenas and Southern Recreation Services
 Electoral Area ‘A’ Parks, Recreation and Culture Commission
 Regional District of Nanaimo
 6300 Hammond Bay Road
 Nanaimo, BC, V9T 6N2
 Fax: 390-4163

ADMINISTRATION OF PROGRAM

1. A Committee will be appointed annually consisting of three representatives and one alternate of the Electoral Area ‘A’ Parks, Recreation and Culture ~~Advisory~~ Commission and RDN staff. The Committee will review and evaluate the Grant-in-Aid applications. Recommendations regarding successful grant recipients will be forwarded to the Electoral Area ‘A’ Parks, Recreation and Culture ~~Advisory~~ Commission for final review and to the Regional Board for approval.
2. The Committee may disburse approximately 1/2 of the Program funding available during each of the application terms; although, if deemed appropriate by the Committee and based on the nature of the proposal, larger expenditures, per term, may be recommended if funds are available.
3. All applicants will be notified regarding approval status, and if approved, successful applicants should receive funding within 3 weeks of Regional Board approval. The overall process takes approximately 3½ months from when the Program is first advertised to when the funds reach the successful recipient.
4. The Committee will ensure, depending on the receipt of applications, that each community is equitably represented throughout the year and that a wide range of grant recipients including recreation/parks, sports, arts and culture are represented in the selection process.
5. Successful grant recipients will be required to provide a summary Final Report outlining the overall intent and final outcome of the program, event, or project, to include a budget of revenues and expenditures specifically identifying the RDN grant funding within the overall budget. The Final Report must be submitted to the Electoral Area ‘A’ Parks, Recreation and Culture ~~Advisory~~ Commission within 60 days of project completion. If the Report is not forthcoming the Commission will inquire about the funding, and may require the recipients to return the funding. Failure to provide a written report may result in future applications being denied. Formal agreements may be required depending on the nature of the application.
6. Successful grant recipients must begin using the funds for the approved purposes within six months of receiving the funds. Grant-in-Aid funding must be used for the sole purpose as described in the application or the funds shall be returned to the Regional District.
7. Late submissions ~~will not be considered~~ may or may not be considered at the discretion of staff and the Sub-Committee depending on timing, priorities and available funding.

FUNDING CRITERIA

1. Funding will be considered for local Electoral Area ‘A’ organizations providing **recreation and culture** services in any of the following:

- new programs
 - expansion of current programs
 - leadership development
 - new or expanded special events
 - special projects
2. When selecting grants higher priority may be given to the following applications:
 - representative of Electoral Area 'A' wide opportunities
 - representative of specific Electoral Area communities
 - offering services to a wide range and number of participants
 - new programs, events, projects may have preference over on-going annual programs, events, projects
 3. Groups may apply for funding each term and each year; however, the intent of Grant-in-Aid funding is not to subsidize on-going, annual programs and projects. When making applications, applicants must understand that funding is not guaranteed year to year and to plan accordingly.
 4. Only non-profit groups within Electoral Area 'A' qualify for funding.
 5. Must be unique in nature – not duplicating services already provided in the community unless a demand can be demonstrated.
 6. Demonstration of community support for the program, event or project, as measured by community participation, volunteer involvement, involvement from other community partners, and commitment from other funding sources as applicable.
 7. Evidence of benefit to the community.
 8. Evidence of sound program, event or project management and fiscal responsibility.
 9. Funds cannot be used to support ongoing wages of regular staff or other professional fees; however, costs associated with subsidizing honorariums to support program instructors may be considered.
 10. The amount requested cannot be greater than 50% of the total budget for the program, event or project.
 11. Commitment outlined regarding public recognition of the Regional District of Nanaimo / Electoral Area 'A' Parks, Recreation and Culture Commission contribution in applicable marketing and promotional materials.
 12. Groups applying for more than one program, event or project may be considered depending on the availability of funding.
 13. Projects receiving funding from the Regional District of Nanaimo Grants-In-Aid Program will **not** be eligible for additional funding from the Electoral Area 'A' Recreation and Culture Grant-in-Aid Program.
 14. The Grant-in-Aid Program may include capital items depending on the nature of the funding request. However, the Grant-In-Aid Program excludes requests for repairs, maintenance or capital improvements to community operated buildings or halls. This type of request should be directed to funding that may be provided by the Electoral Area Community Parks function.

FURTHER INFORMATION

Contact Dan Porteous, *Superintendent of Arenas and Southern Recreation Services*, Regional District of Nanaimo Recreation and Parks Department at 1-888-828-2069 or email: dporteous@rdn.bc.ca.

ELECTORAL AREA 'A' RECREATION AND CULTURE GRANT-IN-AID PROGRAM

APPLICATION FORM



Date of Application: (m/d/y) ____ / ____ / ____

A. ORGANIZATION INFORMATION

- 1. Name of Organization:
Contact Name:
Position:
Phone Number(s): Alternate:
Mailing Address:
Postal Code: Fax Number:
2. How long has the organization been established?
3. Is the organization non-profit? If "No" please explain rationale for applying.
Yes No

B. PROGRAM / EVENT / PROJECT INFORMATION

Please ensure that you fill out the information completely to ensure your application is considered - if more space is needed please attach a separate sheet of information.

- 1. Check only one of the following categories in a), b) or c):
a) New: Program Event Project
b) Expansion/Enhancement of Existing: Program Event Project
c) Ongoing annual (have applied previously for the same): Program Event Project
2. Please check one of the following that best describes the program, event or project:
Recreation Sports Culture Fine Arts Performing Arts
3. Name of the Program/Event/Project:
4. Location:
5. Date(s):
6. Time(s):
7. Ages of targeted participants / audience:
8. Approximate number of participants / audience to be served:
9. Please check applicable area(s) of Electoral Area 'A' being served:
Cassidy: Cedar: South Wellington: Yellow Point:
10. Total amount requested: \$ (budget details to be completed in Section C)

Please provide any other relevant information: _____

C. FINANCIAL INFORMATION

1. Specify, in general, what the funds will be used for: _____

2. Copy of a specific program / event / project budget included? Yes _____ No _____
Give reason if no: _____

3. Copy of organization's financial statement included? Yes _____ No _____
Give reason if no: _____

4. What other efforts is the organization undertaking to obtain other funding for this program / event / project?

5. Have any requests for other funding been granted? Yes _____ No _____
Granted by: _____

Please outline on the following page the requested budget information including:

- all revenues associated with the project (fees, other grants, donations, etc.)
- all costs associated with the project
- in addition, please add any in-kind services and estimated value that are being donated

Please ensure that you fill out the information completely to ensure your application is considered. Some of the following budget line items may or may not apply to your program / event / project - only complete what is applicable.

You may wish to submit your own budget information on a separate form and attach to the application, if desired or if a budget has already been completed.

| YEAR 200 Actual (previous year if applicable) | REVENUES | YEAR 200 Projected (To be completed for application) |
|--|--|---|
| | Earned Revenue: | |
| | Registration / Course Fees | |
| | Admission / Ticket Sales | |
| | Advertising Income | |
| | Rentals | |
| | Other (please specify): | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | B. Total Earned Revenue: | |
| | Fundraising Revenue: | |
| | Donations – Charitable (Churches, Service Clubs, Societies, etc) | |
| | Donations – Corporate (Businesses, Private Organizations) | |
| | Cash Sponsorships | |
| | Fundraising Events | |
| | Other (please specify): | |
| | | |
| | | |
| | | |
| | C. Total Fundraising Revenue: | |
| | Other Government Revenue: | |
| | Municipal Grants | |
| | Provincial Grants | |
| | Federal Grants | |
| | Other (please specify): | |
| | | |
| | | |
| | | |
| | D. Total Government Grants: | |
| | | |
| | Total Revenues (Lines B + C + D) = Line E | \$ |
| | | |
| | Line E – Line A (Revenues – Expenses) = total amount of Regional District Grant-in-Aid funding requested to cover shortfall | \$ |

Please Note: If you are receiving any in-kind services for the program / event / project, please outline the type of service, the source donor, and estimated value:

| <u>Type / Source</u> | <u>Estimated Value</u> |
|----------------------|------------------------|
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |
| _____ | \$ _____ |

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE MEETING OF THE GRANTS-IN-AID COMMITTEE
HELD ON THURSDAY, APRIL 30, 2009 AT 2:30 PM
IN THE REGIONAL DISTRICT OFFICES**

Present:

| | |
|--------------|--------------------------|
| M. Young | Chairperson |
| T. Westbrook | Director, District 69 |
| F. Van Eynde | Citizen Advisory Group |
| B. Erickson | Citizen Advisory Group |
| N. Randall | Citizen Advisory Group |
| L. Burgoyne | Administrative Assistant |

DISTRICT 68

Funds available: \$ 2,925.00

MOVED T. Westbrook, SECONDED F. Van Eynde, that the following grants be awarded:

| Name of Organization | Amount Requested | Amount Recommended |
|----------------------------------|-------------------------|---------------------------|
| Gabriola Radio Society | \$ 450 | \$ 450 |
| The Gathering Place Youth Centre | \$ 1,000 | \$ 1,000 |
| Jonanco Hobby Workshop | \$ 905 | \$ 905 |
| | | <u>\$ 2,355</u> |

CARRIED

The Committee agreed that the following comments be conveyed to the applicants:

Gabriola Radio Society – grant to be used to purchase a microphone for their broadcasting operation.

The Gathering Place Youth Centre – grant to be used to purchase skateboard ramp kits for their recreation program that provides the local youth with safer skateboard options.

Jonanco Hobby Workshop – grant funding to be used to purchase various equipment and craft supplies, as well as an industrial first aid kit, for the workshop’s volunteer members who donate many of their products to local charities.

DISTRICT 69

Funds available: \$10,800.00

MOVED N. Randall, SECONDED F. Van Eynde, that the following grants be awarded:

| Name of Organization | Amount Requested | Amount Recommended |
|--|-------------------------|---------------------------|
| Arrowsmith Community Enhancement Society | \$ 840 | \$ 643 |
| Arrowsmith Search & Rescue | \$ 2,000 | \$ 2,000 |
| Building & Learning Together | \$ 1,800 | \$ denied |
| Building & Learning Together | \$ 997 | \$ 997 |
| Building & Learning Together | \$ 1,560 | \$ 1,560 |
| Errington War Memorial Hall Association | \$ 5,000 | \$ 3,000 |
| Help Educate Agriculture Live Styles Society | \$ 30,000 | \$ denied |
| Oceanside Community Network | \$ 900 | \$ 600 |
| Parksville & District Association for Community Living | \$ 2,250 | \$ 1,000 |
| Vancouver Island Opera | \$ 2,000 | \$ 1,000 |
| | | <u>\$ 10,800</u> |

CARRIED

The Committee agreed that the following comments be conveyed to:

Arrowsmith Community Enhancement Society – grant to be used to provide for a working lunch for a meeting of non-profit organizations to share information and do volunteer training.

Arrowsmith Search & Rescue – grant to be used towards the costs of the organizations new command vehicle.

Building & Learning Together – due to the number of requests grant to be considered in the Fall.

Building & Learning Together – grant to be used for the organization's Paleo-Dig project which will have retired seniors, scientists and educators volunteer to teach young children in a science based exhibit regarding paleontology and earth sciences. Funds will be used to purchase microscopes and various science equipment and supplies.

Building & Learning Together – grant to be used to purchase a shed for the Paleo-Dig project.

Errington War Memorial Hall Association – grant to be used towards the purchase of a triple sink and dishwasher for the hall's kitchen.

Help Educate Agriculture Live Styles Society – grant application was incomplete and was not considered.

Oceanside Community Arts Council – grant application was incomplete and was not considered.

Oceanside Community Network – grant to be used to print and distribute flyers for the Gatekeeper Program which raises community awareness to identify isolated or vulnerable adults.

Parksville & District Association for Community Living – grant to be used towards the costs of a District 69 Track & Field BBQ event for adults with disabilities and their caregivers.

Vancouver Island Opera – grant to be used towards the costs of printing programs and posters, and rent for the Society's annual opera presentation.

The Committee discussed the good work that these organizations do in the community. Upon final approval from the RDN Board of Directors for these grants, the Committee members requested that when the cheques have been processed they would like the Administrative Assistant to arrange for the Committee members to distribute as many of the cheques as possible personally to the organizations.

ADJOURNMENT

The meeting adjourned at 3:25 PM.

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE
MEETING HELD ON WEDNESDAY, APRIL 15, 2009 AT 2:00 PM
IN THE RDN COMMITTEE ROOM**

Present:

| | |
|-----------------------|------------------------|
| Director J. Stanhope | Chairperson |
| Director J. Burnett | Electoral Area A |
| Director M. Young | Electoral Area C |
| Director D. Bartram | Electoral Area H |
| Director E. Mayne | City of Parksville |
| Director B. Holdom | City of Nanaimo |
| Director J. Kipp | City of Nanaimo |
| Director T. Westbrook | Town of Qualicum Beach |

Also in Attendance:

| | |
|----------------|---|
| C. Mason | Chief Administrative Officer |
| P. Thorkelsson | General Manager of Development Services |
| P. Thompson | Manager of Long Range Planning |
| C. Midgley | Sustainability Coordinator |
| K. Sanders | Recording Secretary |

CALL TO ORDER

The meeting was called to order at 2:05 pm by the Chair.

MINUTES

MOVED Director Bartram, SECONDED Director Burnett, that the minutes of the Sustainability Select Committee meeting held on March 18, 2009 be adopted. CARRIED

REPORTS

State of Sustainability Recommendations - Update

The Sustainability Coordinator provided an update on the Recommendations for a Sustainable Future Report from the State of Sustainability Project.

MOVED Director Westbrook, SECONDED Director Kipp, that the Committee postpone identifying specific priorities, to be discussed at the regularly scheduled Sustainability Committee meetings, until after the Strategic Planning Session.

CARRIED

Cosmetic Pesticides – Education and Regulation

The Sustainability Coordinator provided an overview of the report on Cosmetic Pesticides – Education and Regulation.

MOVED Director Westbrook, SECONDED Director Kipp, that the staff report entitled "Community Emissions Reduction Measures" be received for information.

CARRIED

MOVED Director Westbrook, SECONDED Director Kipp, that staff be directed to play a coordinating role in developing an educational and regulatory approach to reduce and eventually restrict the use of cosmetic pesticides.

CARRIED

MOVED Director Westbrook, SECONDED Director Kipp, that discussion with the Vancouver Island Health Authority be initiated in order to gain support for developing and adopting pesticide control bylaws.

CARRIED

Regional Housing Affordability Study – Phase 2 Report

The Sustainability Coordinator provided an overview of the Regional Housing Affordability Study Phase 2 Report – Connecting Housing Needs and Opportunities.

MOVED Director Holdom, SECONDED Director Burnett, that this report be received for information and that it be provided to local government staff and others involved in the provision of affordable housing in the region.

CARRIED

NEW BUSINESS

Paul Thompson, Manager of Long Range Planning asked the Committee their preference for the frequency of meetings.

MOVED Director Westbrook, SECONDED Director Burnett, that the Sustainability Committee meetings be held bi-monthly.

CARRIED

ADJOURNMENT

MOVED Director Kipp, SECONDED Director Holdom, that this meeting be adjourned.

CARRIED

TIME: 3:45 PM

CHAIRPERSON

TO: Paul Thompson
Manager, Long Range Planning

DATE: April 3, 2009

FROM: Chris Midgley
Sustainability Coordinator

FILE: 6780 30

SUBJECT: Cosmetic Pesticides – Education and Regulation

PURPOSE

The purpose of this report is to update the Sustainability Select Committee on recent direction regarding a Regional approach to the restriction of the cosmetic use of pesticides.

BACKGROUND

Over the past several years, the issue of controlling the use of cosmetic pesticides has periodically been raised for Board consideration. Most recently, after a presentation by the Canadian Cancer Society at the Board meeting of February 26, 2008, the following resolution was endorsed:

That regarding pesticides and health, the Board direct Regional District staff to work with municipal staff to develop a region wide approach to the banning of cosmetic use of pesticides.

DISCUSSION

Since the above resolution was endorsed, the City of Nanaimo has taken the lead in moving forward on the control of pesticides, though the preferred language is to 'restrict' rather than to 'ban' the cosmetic use of pesticides. Their initial plan was to allocate \$25,000 over 2009 for education, followed by the development and adoption of a pesticide restriction bylaw to be enforced in 2010. However, this work has been postponed due to budget changes. As a result, it is anticipated that the City of Nanaimo will tie their efforts into the Regional efforts discussed below.

On March 2, 2009 RDN staff met with the member municipalities of Qualicum Beach, Parksville and Lantzville (Meeting Notes are attached as Appendix 'A'). Like the City of Nanaimo, the RDN and these member municipalities have a high level of interest in pursuing restrictions on the cosmetic use of pesticides, but lack the financial and/ or staff resources to dedicate the time necessary to develop an effective education campaign and regulatory framework. To overcome this challenge, it was agreed that a coordinated approach would be more likely of success.

Consensus on the overall direction was to begin with a 'soft sell', informing residents about the alternatives to pesticide use and how to dispose of pesticides, gradually escalating the message to include information on the risks to human and pet health, and eventually introducing the concept of restriction based regulations. According to the Canadian Cancer Society, this has been demonstrated as an effective approach. Education or regulation alone is insufficient, though taken together significant progress in reducing pesticide use is possible.

It is worth noting that municipalities and regional districts have distinct authorities regarding the regulation of pesticides. These differences are outlined in the meeting notes included as Appendix 'A'. The main point is that, regional districts are considerably more constrained in their ability to regulate

pesticides, and must frame a bylaw as one that exists for the purpose of protecting human health. In order for such a bylaw to take effect, it must be endorsed by the Chief Medical Officer of the Vancouver Island Health Authority (VIHA). The Capital Regional District (CRD) attempted to do this, but was unsuccessful in gaining support from VIHA. In response, the CRD elected to play a coordinating role, developing a model bylaw for its member municipalities to adjust and adopt as necessary. Based on the CRD experience, support for an RDN pesticide bylaw may not be forthcoming from VIHA, thus replicating the CRD's approach seems appropriate at this time. Following this course of action has the following benefits:

- The CRD model bylaw is available for RDN staff to use as a template for its own model bylaw;
- This consolidates regional effort and resources, and avoids member municipalities inventing and re-inventing unique pesticide control bylaws; and
- It ensures a high level of regulatory consistency across the Region.

It is also worth noting that in all cases, pesticide control bylaws can only apply to residential properties. Institutional, commercial and industrial properties are exempt.

Immediate next steps include updating the City of Nanaimo on the regional direction at their Advisory Committee on the Environment meeting to be held April 8, 2009; preparing a poster and information stand for presentation on Earth Day at Englishman River (April 19th, 2009); coordinating with municipal staff on information about natural alternatives to pesticides; and collaborating with municipal staff to develop the language that will form the basis of a public pesticide reduction education campaign.

An additional opportunity for Committee consideration is to encourage VIHA to recognize the connection between regulating pesticide use and protecting human health. If deemed appropriate, the Sustainability Committee may choose to communicate with Vancouver Island's Chief Medical Officer, expressing the need for VIHA's support in developing pesticide control bylaws for regional districts. Of note, the Vancouver Coastal Health Authority has shown support for bylaws of this nature.

As this report is an update for the purpose of providing information to the Committee, no implications are discussed.

ALTERNATIVES

1. That the report "*Cosmetic Pesticide – Education and Regulation*" be received, that staff be directed to continue playing a coordinating role in developing an educational and regulatory approach to reduce and eventually restrict the use of cosmetic pesticides, and that the Board consider initiating discussion with the Vancouver Island Health Authority in order to gain support for developing and adopting a regional pesticide control bylaw.
2. That the report "*Cosmetic Pesticide – Education and Regulation*" be received, and that staff be directed to continue playing a coordinating role in developing an educational and regulatory approach to reduce and eventually restrict the use of cosmetic pesticides.

FINANCIAL IMPLICATIONS

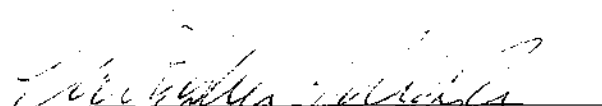
Development of a draft model bylaw and preparation of education materials are included in the Long Range Planning Work Program for 2009. Funds have been allocated for a limited amount of staff time to work on these projects and for advertising. The 2009 budget will also cover a small amount of educational materials to be printed in-house and adding information to the RDN web site.

SUMMARY

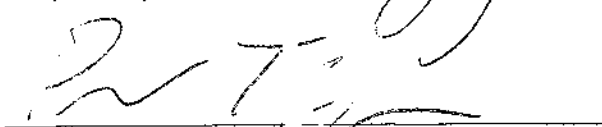
RDN staff has initiated discussions with member municipalities to develop a regionally consistent approach to the regulation of cosmetic pesticides. Current direction is to proceed with education, gradually working toward the development of a model bylaw for member municipalities to adjust and adopt as opportunity dictates. Due to the nature of the authority conferred to regional districts, it is unlikely that the RDN will have the ability to adopt a bylaw that applies to properties in the electoral areas as this requires endorsement from the Chief Medical Officer of the Vancouver Island Health Authority, endorsement that has not been forthcoming for other Vancouver Island regional districts. As an option, the Sustainability Committee may consider communicating to VIHA its desire to protect the health of its residents by restricting cosmetic pesticide use in the region.

RECOMMENDATION


1. That the report “*Cosmetic Pesticide – Education and Regulation*” be received.
2. That staff be directed to continue playing a coordinating role in developing an educational and regulatory approach to reduce and eventually restrict the use of cosmetic pesticides.
3. That the Board consider initiating discussion with the Vancouver Island Health Authority in order to gain support for developing and adopting pesticide control bylaws.



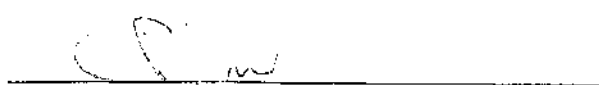
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

Appendix 'A'



MEETING MINUTES

PROJECT: Restriction of Cosmetic Use of Pesticide

MEETING DATE: Monday March 2, 2009

SUBJECT: Approach to a Pesticide Education Program and Pesticide Restriction Bylaw

ATTENDEES:

Toni Botelho – Town of Qualicum Beach, Parks Foreman (parks@qualicumbeach.com)

Sara Ellis - RDN, Special Projects – Water and Wastewater (sellis@rdn.bc.ca)

Twyla Graf – District of Lantzville, CAO (twyla@lantzville.ca)

Gayle Jackson – City of Parksville, Director of Community Planning (gjackson@city.parksville.bc.ca)

Joan Michel – RDN, Parks and Trails Coordinator (jmichel@rdn.bc.ca)

Chris Midgley – RDN, Sustainability Coordinator (cmidgley@rdn.bc.ca)

REGRETS:

Rob Lawrance – City of Nanaimo, Environmental Planner (rob.lawrance@nanaimo.ca)

Blaine Russell – City of Parksville, Manager of Current Planning (brussell@city.parksville.ca)

ISSUES AND ACTIONS:

1. Resources:

The RDN and member municipalities recognized the importance of addressing pesticide use, but have limited time and financial resources to dedicate to pesticide control educational programs. A coordinated, collaborative approach would be most efficient.

Action: Chris to develop a model bylaw for member municipalities to consider.

Timeline: Not urgent – will do this over the summer.

2. Authority to pass Laws:

Municipalities have the authority to pass bylaws regulating the application of pesticides pursuant to Sections 8 (3) (j) and 9 of the Community Charter, and BC. Reg. 144/ 2004 (Spheres of Concurrent Jurisdiction – Environment and Wildlife Regulation). In general, municipalities have the ability to control the 'when, where, and why' of pesticide application.

Regional Districts have the power to pass bylaws for the purpose of protecting human health. The current understanding is that passing a bylaw of this nature requires support from Chief Medical Examiner of the local Health Authority. On Vancouver Island, there has not been support for public health bylaws that regulate non-essential/ cosmetic use of pesticides.

In either case, the bylaw can only apply to residential properties.

Action: Chris to recommend correspondence to Vancouver Island Health Authority from RDN Select Sustainability Committee. To be confirmed.

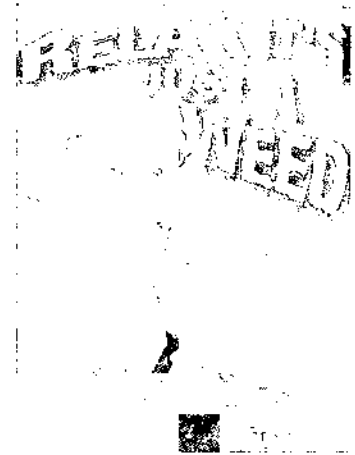
Timeline: Issue will be raised at the April 18th Sustainability Committee meeting (tentative).

3. Cultivating Buy-in:

A soft sell is the best approach, beginning with information dissemination gradually working toward a bylaw. Ideas for the soft sell include:

- 'Did you know...' factoids accompanying water bills, or other similar notices, emphasizing alternatives to pesticides, health effects of exposure, the precautionary principle, etc.;
- Notices in Regional newsletter
- displays at garden and other community events, e.g. Earth Day

Chris has received permission request form to use materials from Toronto's awareness campaign (image).



Action: Chris and Sara to coordinate Earth Day display with Joan.

Toni to circulate info on non-toxic alternatives to managing pests

All attendees to collaborate on 'Did you know...' items and language.

Timeline: Earth Day materials to be completed by Friday is April 17th.

'Did you know...' language to be developed as we are able. Local Governments to distribute info under their own initiative.

Target pesticide presentations at next year's Seedy Saturday events and garden shows.

Bylaw developed for 2010.

4. Enforcement:

Practically speaking, enforcement is difficult. Even complaint driven enforcement is difficult, as application must be caught in the act, and the enforcement officer would need to have working knowledge pests, pesticides and application methods. Elsewhere, it has been deemed effective enough to spread the word that it is against the law to use pesticides, e.g. with radio ads/ public service announcement.

5. Data:

Currently we have no data about pesticide use in the RDN. Chris has requested info from Canadian Cancer Society.

6. Partners:

- Canadian Cancer Society – Adriane Schroeder (aschroeder@bc.cancer.ca)
- School Districts 68 and 69
- Other – Horticulture clubs, landscapers, golf courses, organic farmers?

Action: Anyone who has a contact at the School Districts, please circulate.

Any other ideas or contacts, please circulate to group.

2009-04-15 by: April 15, 2009

TO: Paul Thompson
Manager, Long Range Planning

DATE: April 3, 2009

FROM: Chris Midgley
Sustainability Coordinator

FILE: 6780 30

SUBJECT: Regional Housing Affordability Study – Phase 2

PURPOSE

The purpose of this report is to provide a summary of the research report entitled “*Connecting Housing Needs and Opportunities*”, the second of two reports that comprise the RDN Housing Affordability Study. The “*Connecting Housing Needs and Opportunities*” report is attached under separate cover.

BACKGROUND

At the March 18, 2009 Sustainability Committee meeting, staff presented the Phase 1 report of the RDN’s Housing Affordability Study – a “*Housing Needs Overview*” of the entire region, including electoral areas and member municipalities¹. That document provided a demographic description of the RDN, profiling residents least able to afford adequate housing, and offered a corresponding analysis of the geographic distribution of housing need in the Region.

The Phase 2 report, entitled “*Connecting Housing Needs and Opportunities*” builds on that research by exploring the Village Centres and Urban Areas in each of the Region’s electoral areas, recommending appropriate locations for various housing types based on demographics, and employment, as well as local amenities ranging from proximity to transit, schools and health care to the availability of sewer and water.

Due to the broad scope of this work and because the funding came from the Community Works Fund², member municipalities were not included in Phase 2, though it is anticipated that the information in the report will be useful as they consider options for increasing the type and amount of affordable housing in their respective jurisdictions.

DISCUSSION

Firstly, the concept of ‘affordability’ used for the RDN’s Housing Affordability Study is as follows:

In the context of this report, affordable housing refers to both market housing and non-market housing that does not cost more than 30% of a household’s gross income on a monthly basis.

(“Connecting Housing Needs and Opportunities”, CitySpaces, p.1)

The initial connection made in the Phase 2 report is between the groups of people in need and the most suitable housing types and tenures for them. Table 1 below, taken from the report, reveals the housing forms and tenures, as well as specific supports and key locational needs for the four broad groups of people identified in the “*Housing Needs Overview*”. Though not included here, the report also provides

¹ Electoral Area ‘B’ and the District of Lantzville were not included in the *Housing Needs Overview*.

² Community Works Fund moneys earmarked for the RDN can only be spent on projects in the electoral areas.

this information for the 10 additional groups with unique needs identified in the “*Housing Needs Overview*”.

Table 1 Housing Forms and Tenures – Four Broad Groups
 (From *Connecting Housing Needs and Opportunities*, CitySpaces, p. 4-5)

| Group Profile | Housing Form Best Suited Most Likely Tenure | Supports | Key Locational Needs |
|------------------------------|---|--|--|
| Income Assistance Recipients | <ul style="list-style-type: none"> - depends on household type, disability - individuals may share, or may require studio, small apartment/ suite - Families require ground access – row housing or secondary suite - Some with special needs require accessible housing - Market rental, non-market rental | - depends | - Proximity to public transit, commercial and medical services. |
| Low-Income Workers | <ul style="list-style-type: none"> - Studio, one bedroom units - some 2+ bedroom units for shared accommodation - units in multi-unit housing (apartments) - secondary suites in single-detached, semi-detached row houses - secondary suites (e.g. laneway housing) - Market rental | - N/A | - Proximity to employment, commercial and medical services, public transit |
| Retirees on Fixed Incomes | <ul style="list-style-type: none"> - Studio, one bedroom units - Some 2+ bedroom units for couples - Units in multi-unit housing (apartments) - Secondary suites in single detached, semi-detached, row houses - Manufactured home parks - Home ownership, life lease, market rental, non-market rental | - Potentially assistance with daily living, access to common amenities, food service | - Proximity to commercial and medical services, public transit |
| Moderate Income Families | <ul style="list-style-type: none"> - Two or more bedroom units - Single-detached, semi detached, row houses - Ground orientation preference - Market rental, home ownership | - N/A | - Proximity to schools, playgrounds, recreational facilities, commercial services. |

With appropriate housing forms connected to people in need, the second step taken in “*Connecting Housing Needs*” is to identify where in the Region’s electoral areas the various affordable housing types would best be located. The consultants note that there are several issues to keep in mind when contemplating affordable housing in the more rural areas of the Regional District of Nanaimo:

- Rural communities self-identify as being different from urban areas – lower density, smaller scale, with fewer rules and regulations. This makes it challenging to apply more urban-oriented

'smart growth' planning principles that emphasize compact communities linked to main transportation routes;

- It is difficult to justify the development of large scale housing facilities in outlying areas when the natural tendency for most people in need is to gravitate toward the urban centres;
- Several of the groups most in need are highly dependent on support services typically only available in urban areas; and
- The development of purpose built, multi-unit affordable housing in rural areas is challenging, partly due to the fact that the density needed to make market housing that includes an affordable housing component financially viable typically does not match the demand for housing in more rural areas. This is exacerbated by the fact that often, residents of rural communities resist housing forms that are not in keeping with rural character and architecture.

Based on these factors, the consultant team notes that the initiatives most likely in rural areas are those that are the 'best fit' with the existing scale and character of development. These include secondary suites, secondary dwellings, manufactured home parks, cluster housing, and small-scale townhouses.

While considerably more detail is provided in the report, below are the highlights for the Village Centres and Urban Areas in the Region's electoral areas:

- **Electoral Area 'A':**
Cedar – Suitable for affordable market and non-market housing, especially for low income families.
Cassidy – Not served by transit and has limited amenities. Many existing manufactured homes are in disrepair, which presents an opportunity to upgrade units increasing the standard and quality of affordable housing units in the area.
- **Electoral Area 'C'**
Extension – In view of the community's lack of transit, community and support services, Extension is not regarded as a particularly suitable location to promote non-market housing.
- **Electoral Area 'E':**
Red Gap – Red Gap is a potential location for a small number of affordable housing units for seniors and/ or young families, though as children age, middle and high schools are relatively far away. The main constraint is the lack of a community sewer system.
Fairwinds – Fairwinds presents an opportunity to work with the developers to incorporate some affordable housing units for workers, particularly in the Schooner Cove neighbourhood.
- **Electoral Area 'F':**
Similar opportunities exist for **Coombs, Errington, Hilliers, Qualicum River Estates** and the **Bellevue Church Road Rural Separation Area**, namely improving the supply of affordable rental housing, legalizing and improving the quality of secondary suites; exploring alternative wastewater treatment systems to enable the development of healthy secondary suites; exploring opportunities to upgrade improving housing stock; and exploring alternative housing types such as co-housing, if led and managed by a knowledgeable, experienced organization.
- **Electoral Area 'G'**
French Creek – Proximity to Qualicum Beach and Parksville, and regular transit service make French Creek a suitable location for housing aimed at low-income workers, particularly senior

care givers, and retail and tourism service industry workers. An opportunity to meet this need could involve promoting smaller scale secondary suites and infill units, which could include reducing off-street parking requirements for affordable units.

- **Electoral Area ‘H’:**

Bowser – Opportunity to address an identified need for supportive senior’s housing targeting moderate income seniors requiring support services but lacking the means to afford private facilities.

Qualicum Bay – Update and increase the units at the existing Bayview Senior’s Haven. This will require the development of an on-site sewage treatment system.

Bowser, Qualicum Bay and Dunsmuir – Given the potential for resort development in Electoral Area H, there is an opportunity to require resort developers to provide accommodation for resort workers, or provide an equivalent cash contribution.

In moving forward, the consultant team outlines several options for consideration in either accelerating the provision of affordable housing units, or becoming directly involved in developing and maintaining affordable housing units.

To accelerate the provision of affordable units, the RDN could:

- Consolidate and disseminate existing information and studies;
- Identify current initiatives across all levels of government to develop affordable housing;
- Coordinate with leading organizations in the Region in exploring affordable housing options in the rural areas;
- Identify suitable sites for affordable housing, including those owned by Local Governments
- Identify proposed developments that could include a new affordable housing component;
- Examine the existing stock of housing to identify those that could be improved to provide higher quality affordable housing;
- Identify properties most able to accommodate auxiliary dwelling units; and
- Develop policies and regulations that encourage the development of affordable market housing within designated urban areas.

In becoming more directly involved, the RDN could:

- Raise awareness about existing housing programs and initiatives;
- Consider establishing a Housing Trust Fund, and
- Work with major employers and business associations to further examine opportunities for employer assisted housing.

As this is an information report to the Committee, Implications are not discussed.

ALTERNATIVES

1. That the report “*Connecting Housing Needs and Opportunities*”, Phase 2 of the Regional Housing Affordability Study be received for information.

2. That the report "*Connecting Housing Needs and Opportunities*", Phase 2 of the Regional Housing Affordability Study be received and additional direction be provided to staff.

FINANCIAL IMPLICATIONS

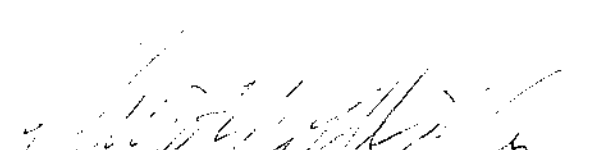
The financial implications of implementing the options identified in the report would vary depending on the particular initiative. Figure 6 Implementation Hierarchy on page 23 of the report is generally organized with the initiatives requiring the least amount of resources at the top progressing to those initiatives requiring the most resources to implement at the bottom. For example, a small amount of education and awareness activities could be taken on by staff without any changes to the budget while the construction and operation of rental housing would require a significant long-term financial commitment.

CONCLUSION/SUMMARY


The report "*Connecting Housing Needs and Opportunities*" is the second and final report of the Regional Housing Affordability Study. Based on the understanding of who is in need in the Region provided in Phase 1, this study as a whole will serve as the basis for the informed policy development and decision making necessary to confront the issue of housing affordability in the RDN, particularly as the review of the Regional Growth Strategy and official community plans proceed. The completion of the report at this time is beneficial as the options outlined in the report can now be considered in the Electoral Area 'A' OCP Review and the Area H Village Planning Project. It is also worth noting that this particular project represents a strong collaborative effort between the Regional District and the member municipalities, ensuring a strong foundation in proceeding with a regionally relevant approach to making housing in the RDN more affordable and accessible to all residents. Continuing this work in collaboration with the member municipalities will represent genuine progress in the journey toward a more sustainable region.

RECOMMENDATION


That the report "*Connecting Housing Needs and Opportunities*", Phase 2 of the Regional Housing Affordability Study be received and that it be provided to local government staff and others involved in the provision of affordable housing in the region.




Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence



Town of Qualicum Beach

**MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE
HELD ON FRIDAY, JANUARY 9, 2009 1:30 pm
AT THE CITY OF PARKSVILLE COUNCIL CHAMBERS**

| | | |
|----------|---------------------------------|------------------------------|
| Present: | Councillor Marc Lefebvre, Chair | City of Parksville |
| | Fred Manson | City of Parksville |
| | Gary O'Rourke | City of Parksville |
| | Mike Squire | City of Parksville |
| | Councillor Barry Avis | Town of Qualicum Beach |
| | Mark Brown | Town of Qualicum Beach |
| | Bob Weir | Town of Qualicum Beach |
| | Director Joe Stanhope | Regional District of Nanaimo |
| | Director George Holme | Regional District of Nanaimo |
| | Carol Mason | Regional District of Nanaimo |
| | John Finnie | Regional District of Nanaimo |
| | Wayne Moorman | Regional District of Nanaimo |
| | Amanda Haywood | Recording Secretary |

CALL TO ORDER

M. Lefebvre called the meeting to order.

MINUTES

MOVED B. Avis, SECONDED J. Stanhope, that the minutes from the meeting of the Arrowsmith Water Services Management Committee held January 31, 2008, be adopted.

CARRIED

2008 OPERATIONS UPDATE

M. Squire gave an update on water levels and the Arrowsmith Dam. He noted they are not anticipating any problems with snow packs and water levels.

MOVED J. Stanhope, SECONDED B. Avis that the 2008 Operations Update be received as presented.

CARRIED

2009 PROPOSED BUDGET

MOVED B. Avis, SECONDED J. Stanhope that staff be directed to clarify criteria and definitions in the agreement; capital planning vs. capital works.

CARRIED

MOVED J. Stanhope, SECONDED B. Avis that the Arrowsmith Water Service Management Committee recommend the Joint Ventures adopt the Provisional Year 2009 Budget shown on Table 1, dated November 3, 2008.

CARRIED

CAPITAL PLANNING PROCESS UPDATE

MOVED J. Stanhope, SECONDED B. Avis that the AWS Management Committee receive the staff report on the award of the RFQ for the AWS Englishman River Water Intake, Treatment Facilities and Supply Mains Phase 1 Project (Conceptual Planning, Budgeting & Scheduling) to the firms Associated Engineering (BC) Ltd., Dayton & Knight Ltd., and Kerr Wood Leidal Associates Ltd.

CARRIED

ADDITIONAL POWERS JOIN VENTURE REGULATIONS

J. Finnie informed committee that this was for information only. M. Brown noted the current agreement expires in 2010 and the "where as" clause should refer to the Local Government Act (LGA).

BC CONSERVATION FOUNDATION ACTIVITIES

J. Finnie informed the committee they were trying to arrange a meeting with the BC Conservation Foundation on a staff level. He will report back to committee after this meeting has taken place. John also noted the committee was not likely in a position for supplying funding but a partnership or participating with them on some projects could be an option.

OTHER BUSINESS

M. Brown thanked the Engineers on the ARQ and RFQ. Well done.

J. Stanhope wants to make senior levels of Government aware of what the committee is doing and get it known and out there for any available funding opportunities. He would like a letter done up to advise the MLA and the MP. It was agreed it would be a good idea to get the information about the committee out there.

MOVED J. Stanhope, SECONDED B. Avis that a letter be sent by January 27, 2009 to the MLA and MP from the Arrowsmith Water Service (AWS) Committee to be signed by the politicians.

CARRIED

F. Manson suggested the media should be invited to the meetings.

M. Lefebvre agreed the press should be in attendance as well as the MLA and MP so the committee can give them a presentation about what the committee is all about.

B. Weir, C. Mason, J. Finnie, M. Lefebvre wished G. O'Rourke congratulations and the best of luck. G. O'Rourke thanked the Committee.

ADJOURNMENT

Meeting adjourned at 2:33 PM.

NEXT MEETING

To be announced.

M. Lefebvre, Chairperson



Town of Qualicum Beach

**MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE HELD ON
THURSDAY, MARCH 12, 2009 3:00 pm
AT THE REGIONAL DISTRICT OF NANAIMO**

| | | |
|----------|---------------------------------|------------------------------|
| Present: | Councillor Marc Lefebvre, Chair | City of Parksville |
| | Fred Manson | City of Parksville |
| | Mike Squire | City of Parksville |
| | Al Metcalf | City of Parksville |
| | Councillor Barry Avis | Town of Qualicum Beach |
| | Bob Weir | Town of Qualicum Beach |
| | Director Joe Stanhope | Regional District of Nanaimo |
| | Director George Holme | Regional District of Nanaimo |
| | Carol Mason | Regional District of Nanaimo |
| | John Finnie | Regional District of Nanaimo |
| | Bev Farkas | Recording Secretary |

Also in attendance:

| | |
|-------------------------|-------------------------------------|
| Councillor Chris Burger | City of Parksville |
| Bernie Pearce | Arrowsmith Parks & Land Use Council |

CALL TO ORDER

M. Lefebvre called the meeting to order at 3:00 pm.

MINUTES

MOVED Joe Stanhope, SECONDED B. Avis, that the minutes from the meeting of the Arrowsmith Water Services Management Committee held January 9, 2009, be adopted.

CARRIED

J. Finnie noted that a meeting with BC Conservation Foundation had taken place and they are looking at opportunities for establishing additional storage within the Englishman River watershed. Mr. Finnie will prepare correspondence indicating an interest to continue discussions with BCCF, particularly if it would support AWS's water licence ability to extract water.

WEYERHAEUSER DRAFT WATERSHED ASSESSMENT – Staff Briefing

The Weyerhaeuser Draft Watershed Assessment of the Englishman River Watershed dated September 17, 2002 was commissioned by Weyerhaeuser and AWS was invited to be part of the process at that time. At the time of planning the Arrowsmith Dam, it was determined that logging processes were acceptable to AWS provided Weyerhaeuser continued to log in compliance with the Prescriptions as set out in this document. Island Timberlands still use this to guide their process today; in addition to meeting standards set by Department of Fisheries and Oceans and the Private Managed Forest Lands Council.

RIPARIAN AREA REGULATIONS

It was noted that provincial Riparian Area Regulations differ from regulations for private forest lands. A better understanding of this information was requested and C. Mason referred the committee to a recent presentation of the Private Managed Forest Land Council to UBCM (copy attached). J. Finnie added that in discussion with the timber companies they have advised that their goal is to “meet or beat” the regulations as set by the province. Staff will update the political representatives at the next meeting on this topic.

ISLAND TIMBERLANDS FUTURE LOGGING PLANS – Staff Briefing

J. Finnie stated that staff usually meet with Island Timberlands and Timberwest at the beginning of each year to review harvesting plans in the watershed for the year. While the maps and plans are available for viewing at these meetings, copies are not provided to take off-site; the information presented by the logging companies is for information purposes only. Although communications have been very good in the past, this year the early meeting with Island Timberlands did not occur. However staff recently met with Island Timberlands (February 16, 2009) and indicated the need for improved and consistent communications. Staff were asked if possible, to get an update from IT on their future logging plans for the remainder of this year in the Oceanside area realizing that these plans are subject to change based on market requirements. As annual harvesting plans are flexible; significant changes should warrant notification to AWS. In addition, staff from the RDN and municipalities have been contacted to meet independently with Island Timberlands.

It was discussed that Island Timberlands was in compliance with regulations and prescriptions regarding the recent harvest in Englishman River. AWS was not contacted prior to this event and again it was mentioned that focus on communications with the logging companies is paramount.

PRIVATE MANAGED FOREST LANDS COUNCIL INFORMATION BULLETIN

M. Lefebvre read aloud a letter from the Private Managed Forest Lands Council (PMFLC) to the committee (copy attached).

It was noted that while there may be inconsistencies with the Private Managed Forest Lands Council report and other sources of information, the information presented in the PMFLC report was acceptable. In addition, B. Avis stated a concern for safety, lack of communication, and for the extra trees sacrificed for the harvest.

CITY OF PARKSVILLE COUNCIL RESOLUTION -0-060

M. Lefebvre informed the committee that the City of Parksville has had no response from the province re the City’s invitation to meet to discuss the current state of the Englishman River

Watershed. The Town of Qualicum Beach has also forwarded correspondence to Island Timberlands stating their concern.

UPDATE ON CAPITAL PLANNING REQUEST FOR PROPOSAL PROCESS

M. Squire indicated that the Request for Proposals closes on March 13th, to be followed by several weeks to review the submissions and conduct the interview process. The selection process is anticipated to be completed by the end of April or early May. The committee will meet shortly thereafter to learn the results of the process.

OTHER

Bernie Pearce (393 Temple Street, Parksville) asked the committee if there is a regular program of testing Englishman River water upstream from the intake. M. Squire responded that there is an annual full spectrum analysis and that the raw water meets community drinking water guidelines. This information is available online at the City of Parksville website, and the AWS website. The annual testing is done in early spring or fall. In addition, all RDN and City of Parksville water systems are checked on a weekly basis after the water has been treated.

Ms. Pearce also asked who would be liable if water were contaminated. J.Finnie responded that it was his opinion that the individual municipality or regional district would be responsible as the provider of water to the consumer.

City of Parksville Councillor Chris Burger provided a handout to the committee outlining an inventory of trees harvested from "Bear Island". Mr. Burger stated that this is an "old growth forest" similar to Cathedral Grove and that the removal of these trees is a very "big deal" to many people. Mr. Burger added that this is sacred land and should be protected. Mr. Burger encouraged everyone to come together as local politicians (outside AWS) and speak with a unified voice that this is not acceptable. Mr. Burger suggested that politicians have some leverage and suggested a moratorium – no rezoning on any FLR lands.

ADJOURNMENT

Meeting adjourned at 4:25 PM.

NEXT MEETING

To be announced.

M. Lefebvre, Chairperson