

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, JULY 13, 2010

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

4 **Campbell Connor, Coalwatch Comox Valley**, re Raven Underground Coal Project.

MINUTES

5-10 Minutes of the regular Committee of the Whole meeting held June 8, 2010.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

FINANCE AND INFORMATION SERVICES

FINANCE

11-15 Cassidy Waterloo Fire Protection Service - Agreement for Ownership of Highway Signal Equipment & Establishment of Capital Reserve Fund by Bylaw No. 1602.

16-29 District 69 Fire Protection Services - Mutual Aid Agreement Between the RDN (Bow Horn Bay, Dashwood, Errington, Coombs-Hilliers & Nanoose Bay Fire Protection Services) and Other Service Providers.

30-31 Local Calling Area in a Portion of Electoral Area 'H'.

32-34 Bylaw No. 1603 - 2011 Permissive Tax Exemption for Alberni Clayoquot Regional District.

35-36 Final Report on Use of Strategic Communities Investment Funds.

37-38 Nanoose Fire Protection Service - Support for Sponsored Crown Land Grant Application.

39-44 Mid Vancouver Island Habitat Enhancement Society - Request for Grant in Aid.

DEVELOPMENT SERVICES

PLANNING

45-50 Electoral Area 'A' Draft Official Community Plan - Nanaimo Regional Airport.

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

51-54 Bylaw No. 1577 - Reduction of Sewer Development Cost Charges for Not-for-Profit Rental Housing (Northern Community, Southern Community, Duke Point & Fairwinds Sewer Services).

55-61 Bylaws No. 813.45 & 889.57 - Amend the Boundaries of the French Creek & Northern Community Sewer Services to Include an Area 'G' Property.

WATER

62-64 Drinking Water & Watershed Protection Service – Request for Funding by the Mid Vancouver Island Habitat Enhancement Society for Phase 2 of the Lower Englishman River Watershed Study.

COMMISSION, ADVISORY & SELECT COMMITTEE

Arrowsmith Water Service Management Committee.

65-66 Minutes of the Arrowsmith Water Service Management Committee meeting held March 22, 2010. (for information)

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

67-68 Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held May 4, 2010. (for information)

Drinking Water & Watershed Protection Advisory Committee.

69-71 Minutes of the Drinking Water Protection Advisory Committee meeting held June 7, 2010. (for information)

That the Drinking Water and Watershed Protection Advisory Committee support partial funding to Mid Vancouver Island Habitat Enhancement Society for Phase 2 of the "Lower Englishman River Watershed – Groundwater and Surface Water

Interaction study" in the amount of \$4,000, and that the funding be provided from the Drinking Water and Watershed Protection Volunteer Support budget.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

Armstrong, Jane

From: C. Connor [mcc Connor@shaw.ca]
Sent: June 13, 2010 7:33 PM
To: Armstrong, Jane
Subject: Delegation Request.

I wish to appear as a delegate to the Regional District of Nanaimo Board of Directors on June 22nd. I am a spokesperson for CoalWatch Comox Valley. Coalwatch Comox Valley was formed in response to the proposed coal mine at Fanny Bay. Its purpose was/is to identify research and make the public aware of issues concerning this development.

Among these issues i wish to address are the following:

- * Potential serious damage to the Shellfish Industry.
- * The need to map and model aquifers before any development takes place.
- * Impact on streams and rivers flowing into Baynes sound.
- * Transportation concerns.
- * Effect on tourism

We will be asking RDN to consider adopting several resolutions namely:

- * A request to the Government of Canada, Minister of the Environment, to authorize an independent Expert Panel Review and Hearing of the project.
- * To request the Government of British Columbia to re-introduce funding for Aquifer Mapping and Modelling with an independent contractor(Univ. of Vancouver Island)
- * To ensure that any environmental review takes place in all the affected communities with maximum opportunity for public interaction.

I will be bringing sufficient copies of my presentation for distribution to the Directors . Please would you give me the number of copies required. I trust that this meets your requirements. If not please call me.

Many Thanks,

Sincerely,

Campbell Connor. MA. BTh.

My Telephone # is 250-335-1001.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, JUNE 8, 2010 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 C. Haime	District of Lantzville
Director E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director J. Ruttan	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. Sherry	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearce	Senior Manager, Corporate Administration
N. Avery	General Manager, Finance & Information Services
J. Finnie	General Manager, Regional & Community Utilities
D. Trudeau	General Manager, Transportation & Solid Waste
P. Thorkelsson	General Manager, Development Services
T. Osborne	General Manager, Recreation & Parks
N. Hewitt	Recording Secretary

DELEGATIONS

Michele Deakin, Mid Vancouver Island Habitat Enhancement Society, re Nearshore Education Proposal.

Ms. Deakin presented a verbal overview of the importance of nearshore in the Regional District. MVIHES is requesting \$3,000 for a nearshore education program. The main goal is to create awareness and understanding of the value of the nearshore ecosystem and how to protect and restore the nearshore ecosystem.

Rebecca Sangster-Kelly, re Proposed Building Permit Bylaw in Area 'F'.

Ms. Sangster-Kelly spoke in opposition of building inspection and permits in rural areas.

Enid Mary Sangster-Kelly, re Proposed Building Permit Bylaw in Area 'F'.

The delegation did not wish to speak at this time.

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

CARRIED

Phil Carson, re Back to the Green Future.

Mr. Carson provided the Committee with information about green buildings.

Don Hewitt, re Building Inspection - What's at Stake?

Mr. Hewitt stated that he is opposed to the expansion of Building Inspection Services.

Reg Nosworthy, re Building Inspection and Permit Fees.

Mr. Nosworthy stated that he is opposed to the expansion of Building Inspection Services into Electoral Areas 'F' and 'H'.

Duane Round, Parksville Lions Housing Society, re Bylaw No. 1577 - Reduction of Sewer Development Cost Charges for Not-for-Profit Rental Housing.

Mr. Round requested a 100% relaxation of DCC charges for their proposed housing project.

MINUTES

MOVED Director Johnstone, SECONDED Director Young, that the minutes of the regular Committee of the Whole meeting held May 11, 2010, be adopted

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Diane Sampson, Nile Creek Enhancement Society, re Proposed Building Inspection in Area 'H'.

MOVED Director Bartram, SECONDED Director McNabb, that the correspondence from the Nile Creek Enhancement Society be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Operating Results for the Period Ending March 31, 2010.

MOVED Director McNabb, SECONDED Director Ruttan, that the summary report of financial results from operations to March 31, 2010 be received for information.

CARRIED

DEVELOPMENT SERVICES

PLANNING

Area Agricultural Plan.

MOVED Director Burnett, SECONDED Director Young, to forward the consideration of an Area Agricultural Plan to the 2011 budget deliberations

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Board direct staff to make an application to the Investment Agricultural Foundation for funding of an Area Agricultural Plan.

CARRIED

Consultation Plan for Regional Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - Addison - 2610 Myles Lake Road -Electoral Area 'C'.

MOVED Director Young, SECONDED Director Burnett, that the Board approve the consultation plan as outlined in Attachment 1, titled Consultation Plan — Regional Growth Strategy and Official Community Plan Amendment for 2610 Myles Lake Road.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

Southern Community Sewer Service - Award of Tender & Release of Reserve Funds for Third Digester at the Greater Nanaimo Pollution Control Centre.

MOVED Director Holme, SECONDED Director Bestwick, that the Board award the detailed design and tendering services for the new Digester 3 at the Greater Nanaimo Pollution Control Centre to AECOM for \$347,687.

CARRIED

MOVED MOVED Director Holme, SECONDED Director Bestwick, that funds from the Southern Community Development Cost Charge Reserve Fund be used for the Greater Nanaimo Pollution Control Centre Digester 3 Project.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

MOVED Director Bartram, SECONDED Director Mayne, that minutes of the District 69 Recreation Commission meeting held May 20, 2010, be received for information.

CARRIED

District 69 Youth Grants.

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

Community Group	Amount Recommended
Arrowsmith Community Enhancement Society (sports equipment)	\$ 2,464
Erik Goetzinger BMX Society Qualicum Beach (start gate ram and generator)	\$ 2,500
Kwalikum Senior Secondary School (prom & dry grad committee)	\$ 1,250
One Five One Outreach Association (insurance, rent and utilities)	\$ 2,500
Qualicum & District Curling Club (helmets and shoes)	\$ 2,000
Oceanside Community Arts Council (youth theatre program)	\$ 800

CARRIED

District 69 Recreation Grants.

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

Community Group	Amount Recommended
Family Resource Association (room rental)	\$ 1,035
Oceanside Community Arts Council (supplies for youth arts day camp)	\$ 225
The Old School House (harvest of music - van rental)	\$ 1,200
Parksville Curling Club (building exterior painting materials)	\$ 2,000
Parksville & District 69 Team (transportation)	\$ 1,400
Qualicum Beach Historical & Museum Society (children's day event)	\$ 752
Wildwood Community Church (projector)	\$ 1,000

CARRIED

MOVED Director Bartram, SECONDED Director Mayne, that the District 69 Recreation Recognition Program Policy be approved as presented in Appendix A.

CARRIED

MOVED Director Bartram, SECONDED Director Mayne, that the District 69 Recreation Recognition Program be implemented beginning in the fall of 2010 which includes a certificate, RDN lapel pin and a \$75 RDN recreation program voucher.

CARRIED

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

MOVED Director Burnett, SECONDED Director McNabb, that minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held May 19, 2010 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that the Electoral Area 'A' Recreation and Culture Services Fees and Charges Policy be approved as outlined in Appendix A.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that the annual fee increase, recovery rates, administration fee, and the revenue-sharing percentage ratio for Program Instructor agreements associated with the 'A' Recreation and Culture Services Fees and Charges Policy be approved for 2010 - 2011 as outlined in Appendix B.

CARRIED

MOVED Director Burnett, SECONDED Director McNabb, that the Financial Assistance Program for the Electoral Area 'A' Recreation and Culture Services function be approved as outlined in Appendix A.

CARRIED

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

MOVED Director Young, SECONDED Director Burnett, that minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held May 10, 2010 be received for information.

CARRIED

Nanoose Bay Parks and Open Space Advisory Committee.

MOVED Director Holme, SECONDED Director Johnstone, that minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held May 3, 2010 be received for information.

CARRIED

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

MOVED Director Bartram, SECONDED Director Burnett, that minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held April 28, 2010 be received for information.

CARRIED

Sustainability Select Committee.

MOVED Director Bartram, SECONDED Director Holdom, that minutes of the Sustainability Select Committee meeting held May 19, 2010 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Board direct staff to give a more detailed consideration to establishing a Climate Action Team upon conclusion of the public consultation planned for the Community Energy and Emission Plan.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Board receive the Yellow Cedar Project report and direct staff to maintain dialogue with the Yellow Cedar Project proponents.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff send a letter to Mid-Island Sustainability Stewardship Initiative president Mr. Laurie Gourlay summarizing the motions concerning the Climate Action Team and the Yellow Cedar Project.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Energy Manager Quarterly Update report be received for information purposes.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Board adopt the Plug-in Hybrid Electric Vehicle Policy and the Green Housekeeping Policy proposed for LEED certified RDN facilities.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff investigate the implications of including all RDN facilities in the Green Housekeeping Policy.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that staff revise portions of Plug-in Hybrid Electric Vehicle Policy to ensure consistency with present conditions for RDN staff.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Board direct staff to update the Green Building Action Plan to incorporate suggested actions contained in the final report: Overcoming Barriers to Green Building in the RDN.

CARRIED

MOVED Director Bartram, SECONDED Director Holdom, that the Board direct staff to revise the Sustainable Community Builder Checklist and proceed with the proposed phased approach for implementing the revised checklist and green building incentive program.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Duane Round, Parksville Lions Housing Society, re Bylaw No. 1577 - Reduction of Sewer Development Cost Charges for Not-for-Profit Rental Housing.

MOVED Director Westbroek, SECONDED Director Mayne, that staff prepare a resolution that would give the Parksville Lions Housing Society project a 100% reduction of DCC's in the Oceanside Area.

CARRIED

Michele Deakin, Mid Vancouver Island Habitat Enhancement Society, re Nearshore Education Proposal.

MOVED Director Bartram, SECONDED Director Johnstone, that staff prepare a report to determine if the Nearshore Education Proposal fits into the Grants In Aid program.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:12 PM

CHAIRPERSON

Six pre-emption signal units have been installed at two intersections (Spitfire Rd. and Timberlands Rd) at total cost of \$24,000 (includes engineering design etc). The cost to replace a single signal unit at today's value is about \$2,500 to \$3,000. The units are "no maintenance" and costs would be incurred only if a unit failed. If a signal unit were to fail and the Regional District did not have sufficient funds to replace it immediately, the signal unit simply remains off until funds are available. Staff recommend that the Cassidy Waterloo Fire Protection service budget be amended beginning in 2011 to establish a reserve for capital improvements and replacements including items like these pre-emption signals.

SUMMARY/CONCLUSIONS:

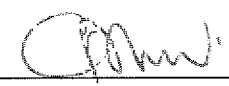
In conjunction with highway improvements between the Nanaimo River Bridge and Timberlands Rd. south of the City of Nanaimo, three intersections have been specially signalized to permit emergency vehicles to make left hand turns onto the highway. This equipment once installed, is transferred by the Province to the local government with respect to ownership and maintenance. There are no anticipated annual costs but some funds should be set aside to account for unforeseen failure replacements. Staff recommend establishing a general capital reserve fund which could be drawn in the vent of unforeseen failures. The bylaw attached to this report establishes a general capital reserve fund which could be used if required for equipment, vehicles and buildings in the service area.

RECOMMENDATIONS:

1. That staff be authorized to execute an ownership transfer and maintenance agreement for highway pre-emption signals installed within the Cassidy Waterloo Fire Protection Service Area.
2. That "Cassidy Waterloo Fire Protection Service Capital Reserve Fund Bylaw No. 1602, 2010" be introduced and read three times.
3. That "Cassidy Waterloo Fire Protection Service Capital Reserve Fund Bylaw No. 1602, 2010" be adopted.



Report Writer



CAO Concurrency

COMMENTS:

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1602

A BYLAW TO ESTABLISH A RESERVE FUND FOR
THE CASSIDY-WATERLOO FIRE PROTECTION SERVICE

WHEREAS Section 814(3) of the *Local Government Act* authorizes a Board to establish, by bylaw, a reserve fund for a specified purpose;

AND WHEREAS the Board did by Bylaw No. 1388 establish the Cassidy-Waterloo Fire Protection Service;

AND WHEREAS it is considered desirable to establish a capital reserve fund to provide funds related to the replacement, upgrading and improvement of equipment, vehicles and buildings in the Cassidy-Waterloo Fire Protection Service Area;

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

1. There is hereby established a reserve fund to be known as the "Cassidy-Waterloo Fire Protection Service Reserve Fund;
2. Money from the current revenue of the Cassidy-Waterloo Fire Protection Service, to the extent to which it is available, or as otherwise provided in the *Local Government Act*, may from time to time be paid into the reserve fund.
3. The money set aside may be invested in the manner provided by the *Local Government Act* until its use is required.
4. Money in the reserve fund may be used for replacements, improvements, upgrades, repairs, expansions, and/or the acquisition of buildings, equipment and vehicles for the service;
5. This bylaw may be cited as the "Cassidy-Waterloo Fire Protection Service Reserve Fund Establishment Bylaw No. 1602, 2010".

Introduced and read three times this 27th day of July, 2010.

Adopted this 27th day of July, 2010.

CHAIRPERSON

SR. MGR. CORPORATE ADMINISTRATION

Traffic Signal Pre-emption Request

Section "A"

LOCATION INFORMATION	
Municipality:	Regional District of Nanaimo
Municipal File No.:	
Major Route Name:	Route 1 (Trans Canada Hwy)
Minor Route Name:	Spitfire Rd.
Purpose of Pre-emption:	Fire
Pre-emption Method: hardwire, sonic, radio, opticom, etc.	Sonic
Pre-emption Approach Direction (nb, sb, eb, wb):	NB, SB, WB
Movement (th, lt, rt):	TH
Pre-emption Indicator: (nb, sb, eb, wb, all)	All
If indicator lights are not installed, the emergency response agency for which the pre-emption is desired must acknowledge the operational limitations without indicator lights.	Agency: Signature: Date:
Supplied Materials	All
Requested by: Cranberry Fire Department	Signature: Ron Gueulette
Date: Nov 30, 2009	Phone No: (250) 714-8806

Section "B"

COST INFORMATION	
MoT File No.:	MoT Contact: Janelle Erwin (250) 751-3281
Controller Design & Material Cost:	
Labour Cost:	Traffic Engineering: \$1000 Electrical Design: \$2000 Construction: \$21,000 (materials included)
Total Estimated Cost (incl. GST):	\$24,000
Comments: Ministry of Transportation and Infrastructure will pay for all costs related to initial installation. Regional District will own the equipment and take responsibility for maintenance.	

Section "C"

MUNICIPAL AGREEMENT:	Amount: n/a
Signature:	Title: _____ Date: _____

Traffic Signal Pre-emption Request

Section "A"

LOCATION INFORMATION	
Municipality:	Regional District of Nanaimo
Municipal File No.:	
Major Route Name:	Route 1 (Trans Canada Hwy)
Minor Route Name:	Timberlands Rd.
Purpose of Pre-emption:	Fire
Pre-emption Method: hardwire, sonic, radio, opticom, etc.	Sonic
Pre-emption Approach Direction (nb, sb, eb, wb):	NB, SB, EB TH
Movement (th, lt, rt):	
Pre-emption Indicator: (nb, sb, eb, wb, all)	All
If indicator lights are not installed, the emergency response agency for which the pre-emption is desired must acknowledge the operational limitations without indicator lights.	Agency: Signature: Date:
Supplied Materials	All
Requested by: Cranberry Fire Department	Signature: Ron Gueulette
Date: Nov 30, 2009	Phone No: (250) 714-8806

Section "B"

COST INFORMATION	
MoT File No.:	MoT Contact: Janelle Erwin (250) 751-3281
Controller Design & Material Cost:	
Labour Cost:	Traffic Engineering: \$1000 Electrical Design: \$2000 Construction: \$21,000 (materials included)
Total Estimated Cost (incl. GST):	\$24,000
Comments: Ministry of Transportation and Infrastructure will pay for all costs related to initial installation. Regional District will own the equipment and take responsibility for maintenance.	

Section "C"

MUNICIPAL AGREEMENT:	Amount: n/a	
Signature:	Title:	Date:



CAO APPROVAL	
EAP	
COW	Jul 13 '10

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 4, 2010

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

SUBJECT: Updated District 69 Fire Services Mutual Aid Agreement

PURPOSE:

To present for approval a revised agreement with respect to mutual aid response among fire departments in District 69.

BACKGROUND:

In District 69 the following fire departments have entered into a mutual aid agreement in the event that a single fire department's resources may be insufficient to respond in an emergency:

- Deep Bay Waterworks
- Town of Qualicum Beach
- City of Parksville
- District of Lantzville
- Regional District of Nanaimo on behalf of:
 - Bow Horn Bay
 - Dashwood
 - Errington
 - Coombs-Hilliers
 - Nanoose Bay

The District 69 fire chiefs have been reviewing the agreement over the last several months to confirm it is still relevant and up to date. Chief Doug Banks, from the City of Parksville has worked with RDN staff to draft the new agreement attached to this report. The agreement has also been reviewed by each of the Regional District's fire department Society Boards and has been recommended by them for approval by the Regional Board.

The agreement's intent is to ensure prompt, consistent responses for additional resources if required. The agreement calls on the participating parties to use standardized operational guidelines, exchange map information between adjacent departments and to use a common accountability system for tracking personnel and equipment at an emergency scene. To accomplish these objectives an Operating Committee consisting of at least one Officer of each fire department will oversee amendments to the schedules to the agreement which cover radio frequencies and agreed upon operating guidelines. At least annually a committee of the training officers will schedule a joint training session.

The agreement also provides for the reimbursement of costs for consumables by a Requesting Party—examples include foam supplies and up to \$5,000 should major equipment or vehicles of a Requesting Party be damaged as a result of a mutual aid response. The recovery of expenses is at the discretion of the Requesting Party.

ALTERNATIVES:

1. Approve the agreement as presented.
2. Recommend amendments to the agreement and approve it as amended.
3. Do not approve the agreement.

FINANCIAL IMPLICATIONS:

Alternative 1

Staff have been advised that no department has experienced a significant financial impact arising from a mutual aid response. However, the reimbursement for equipment or vehicle damage up to \$5,000 is a new term in the agreement. In that regard each of the Regional District's fire departments have a reserve of \$5,000 to cover an insurance claim deductible and/or the cost of a mutual aid reimbursement claim. Those reserves can then be replenished over time.

SUSTAINABILITY IMPLICATIONS:

The use of mutual aid agreements improves the overall coverage of properties for fire protection in these areas of the Regional District as well as improving the total resources available for responding to large events.

SUMMARY/CONCLUSIONS:

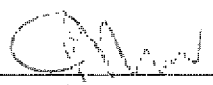
The fire chiefs in District 69 have done a review and are recommending an updated fire mutual aid agreement. Staff have reviewed the agreement and obtained the concurrence of each of the volunteer fire departments' Society Board. Staff recommend approving the agreement as presented.

RECOMMENDATION:

That the fire services mutual aid agreement between District 69 local government fire departments be approved as presented.



Report Writer



CAO Concurrence

MUTUAL AID AGREEMENT

THIS AGREEMENT is made the _____ day of _____ 201__

BETWEEN:

THE CITY OF PARKSVILLE

-and-

THE TOWN OF QUALICUM BEACH

-and-

THE DEEP BAY WATERWORKS DISTRICT

-and-

THE DISTRICT OF LANTZVILLE

-and-

THE REGIONAL DISTRICT OF NANAIMO

On behalf of the

BOW HORN BAY, COOMBS-HILLIERS, DASHWOOD, ERRINGTON AND
NANOOSE BAY VOLUNTEER FIRE DEPARTMENTS

(hereinafter called the Parties)

WHEREAS the Parties above operate and maintain local government fire departments within the Regional District of Nanaimo;

AND WHEREAS the Parties consider it to be of mutual benefit to cooperate in fighting fires and other emergency related incidents within their respective jurisdictions;

AND WHEREAS the Parties agree and acknowledge that the Fire Chief of each Fire Department shall in his/her sole discretion, determine resource allocation requirements for their areas and the ability of the Fire Department to respond to a request for Mutual Aid assistance to Emergency Incidents as outlined in this Agreement;

NOW THEREFORE the Parties wish to describe the terms and conditions for Mutual Aid within their jurisdictions.

DEFINITIONS:

Emergency Incident means a fire, fire related or other emergency incident occurring within the jurisdictions of the Parties.

Fire Department means the fire departments operated by the Parties as noted in this Agreement.

Local Government means the City of Parksville, the Town of Qualicum Beach, the District of Lantzville, the Deep Bay Waterworks District and the Regional District of Nanaimo.

MUTUAL AID AGREEMENT

Mutual Aid means the dispatching upon request of additional resources between Parties to this Agreement to Emergency Incidents which could or will exhaust the resources of the requesting jurisdiction.

Officer in Charge means the Officer in Charge of a fire department at the time of a request.

Operating Committee means the committee established under Section 2.1 of this Agreement.

North Island 911 Dispatch Center means the fire dispatch center operated by the North Island 911 Corporation.

North Island 911 Dispatch Center Manager means the person designated from time to time to oversee the operations of the North Island 911 Dispatch Center.

Party(ies) means the City of Parksville, the Town of Qualicum Beach, the District of Lantzville, the Deep Bay Waterworks District and the Regional District of Nanaimo.

Providing Party means a party providing assistance under this Agreement.

Requesting Party means a party requesting assistance under this Agreement.

1.0 TERM AND TERMINATION

1.1 This Agreement shall have force and effect from the _____ day of _____, 201__.

1.2 The term of this Agreement shall be for five years and any Party may terminate its participation in the Agreement with sixty days written notice to all Parties.

1.3 This Agreement shall automatically renew for three further five year periods and shall bind all Parties unless terminated in accordance with Section 1.2.

2.0 PURPOSES

2.1 To ensure that a Party requesting Mutual Aid receives a prompt, consistent response for additional resources when needed and that resources arrive in a timely manner.

2.2 To provide a mechanism for cost recovery for a Providing Party.

2.3 To ensure the Fire Departments identified in this Agreement exchange operational guidelines and other information that will ensure efficient and effective responses to Mutual Aid requests.

2.4 Upon execution this Agreement replaces any prior or existing Mutual Aid Agreements between the Parties

3.0 REQUESTING ASSISTANCE

3.1 Where the Officer in Charge determines that an emergency exists that is beyond the capabilities of his/her resources he/she may initiate a request for Mutual Aid from an Officer in Charge representing a Providing Party to this Agreement.

3.2 The Officer in Charge of a Providing Party who receives a request for resources may at their sole discretion determine if they can fulfill the request. Nothing in this Agreement shall be interpreted as requiring any Party to supply resources to another Party.

MUTUAL AID AGREEMENT

- 3.3. The Officer in Charge of a Providing Party shall ensure that personnel responding to a call for Mutual Aid by the Requesting Party have the experience and/or qualifications for the type of incident involved.
- 3.4. Equipment and personnel supplied by one Party to another under this Agreement, shall be supplied at the expense of the Providing Party and the Providing Party shall not demand reimbursement from the Receiving Party except as outlined in this Agreement.
- 3.5. Emergency equipment and personnel of a Providing Party may be recalled at any time where the Fire Chief or Officer in Charge of the Providing Party determines that any or all of the resources are required in the originating jurisdiction.
- 3.6. All parties to this Agreement shall endeavour to equip tankers in a like fashion to speed mutual aid water shuttling. Fill connections compatible with Mutual Aid companies, i.e. 4" Storz or 2-1/2" BCFT or appropriate adapters to make the connection.
- 3.7. A Requesting Party shall release the Providing Party in a timely manner and shall not typically use the Providing Party for clean-up.
- 3.8. This Agreement gives the Officer in Charge of the Requesting Party the authority to command and control the personnel and equipment of the Providing Party until such time as they are released or withdrawn.

4.0 INSURANCE AND INDEMNITY

- 4.1. Where a Providing Party supplies a Receiving Party with Mutual Aid pursuant to this Agreement, the Receiving Party shall indemnify and save harmless the Providing Party from and against any and all claims, causes of action, suits, demands and expenses whatsoever arising out of or related to the Mutual Aid rendered by the Providing Party, its servants, employees or agents, their failure to respond to a request for Mutual Aid pursuant to this Agreement or their failure to render adequate assistance.
- 4.2. In order to meet the obligations of indemnity, all Parties to this Agreement shall ensure that there is in force at all times general commercial liability insurance covering property damage, personal injury and death in an amount not less than \$5,000,000 and each Party shall provide evidence of current insurance upon demand by any other Party.

5.0 OBLIGATIONS OF THE PARTIES TO THIS AGREEMENT

- 5.1. Upon execution of this Agreement each Party shall provide their immediately adjacent Mutual Aid jurisdiction(s), up to date map books to enable prompt response in the event of a Mutual Aid request.
- 5.2. On or before January 15 of each year that this Agreement remains in affect, each Party shall provide revised map books to ensure that their immediately adjacent Mutual Aid jurisdiction(s) has the most current information for providing a Mutual Aid response.

MUTUAL AID AGREEMENT

- 5.3 Both the Requesting Party and the Providing Party shall maintain records of Mutual Aid assistance for the purpose of cost recovery as outlined in Section 8.0. These records shall be maintained for two-years and shall be made available upon written demand to the other Parties involved in a Mutual Aid request.
- 5.4 The Parties agree to establish and use a common accountability system for the purposes of tracking personnel and equipment at an emergency scene. The common accountability system shall be approved by the Operating Committee within two months of the execution of this Agreement and shall remain in force until otherwise amended in accordance with the procedures described in Section 6.0.
- 5.5 In order to avoid confusion at a multi-department emergency scene, the Parties agree to utilize a common radio channel list. (Attached as Schedule "A.").
- 5.6 Common language will be used for all inter-departmental communications. The Parties agree to abide by the North Island 911 Corporation O.G. NO. 7-2-0 – USE OF NI 911 RADIO FREQUENCIES as amended from time to time.
- 5.7 The Parties agree, that joint training exercises between neighboring departments is critical to the success of this Agreement. To that end, adjacent departments will endeavor to schedule an annual training exercise with their immediately adjacent mutual aid jurisdictions.
- 5.8 For the purpose of coordinating mutual aid training, a committee consisting of the Training Officers or equally designated personnel for each Fire Department shall meet at a minimum on an annual basis to schedule joint training for the betterment of the Mutual Aid Parties.
- 5.9 The Parties agree that effectively maintained equipment is critical to the successful outcome of an Emergency Incident. To that end, the Parties agree to maintain the equipment listed on Schedule "C" to the applicable standards as shown on Schedule C to ensure operational readiness.
- 6.0 OPERATING COMMITTEE:**
- 6.1 An Operating Committee shall be established, and will consist of at least one Officer or designate of each Fire Department operating within the boundaries of each Party to this Agreement. The Operating Committee will designate one of its members as the primary contact for communications between the Parties arising in the course of this Agreement and shall immediately advise each Party in writing of the name of such contact person or any changes to the name of such contact person.
- 6.2 The Operating Committee is authorized to make amendments to Schedules A, B and C to this Agreement and the primary contact of the Operating Committee designated under Section 6.1 shall be responsible for ensuring that all changes are communicated in writing in a timely manner to the North Island 911 Fire Dispatch Center Manager and to each Party.
- 6.3 The Operating Committee will meet at the request of any Party to review Mutual Aid Response activations under this Agreement and the circumstances surrounding those activations.

MUTUAL AID AGREEMENT

6.4 The Operating Committee shall undertake or ensure that the Fire Departments exchange and review Operational Guidelines to ensure compatibility in the event of a Mutual Aid Event. Operational Guidelines to be reviewed shall include, but are not limited to those listed in Schedule B.

7.0 RESOURCE LIST:

The person designated as the primary contact under Section 6.1 shall be responsible for maintaining for the purposes of this Agreement, a list of resources of each fire department. This list will be updated annually and made available to all Parties.

8.0 COST RECOVERY FOR REQUESTED RESOURCES:

8.1 Where the Providing Party provides resources pursuant to a Mutual Aid request under this Agreement, the Receiving Party agrees to pay the Providing Party for resources utilized or replace the same, as the case may be, as follows:

- a) for replacement costs of all consumables requested to be supplied by the Providing Party and used during the Emergency Incident including, without limitation foam and absorbents;
- b) where damage occurs which is not due to the negligence of a Providing Party, for the costs of damage to or loss of any equipment, tools, hoses, ladders, clothing or any other such items to a maximum value of \$5,000 per Emergency Incident ; and
- c) with respect to vehicles, to a maximum of \$5,000 per vehicle for vehicle damage or destruction where damage or destruction is not due to the negligence of a Providing Party.

8.2 Each Party involved in an Emergency Incident will maintain sufficient records to enable them to verify the use of items outlined under Section 8.1 above. The records shall be maintained for two years and shall be made available to the other Parties involved in such Emergency Incident, upon request.

8.3 Any Party may, at their sole discretion, decide not to invoice any other Party for any of the above items.

8.4 Where a Party intends to request reimbursement for items under Paragraphs 7.1(b), (c) or (d) the request must be made within 90 calendar days of the date of the Emergency Incident

8.5 Any amount invoiced for reimbursement under this Section shall be payable within 30 days of being invoiced.

9.0 AUTOMATIC RESPONSE AGREEMENTS:

Nothing in this Agreement prevents any party from entering into an Automatic Response Agreement, but any such Agreement shall be in addition to this Agreement.

10.0 DISPUTE RESOLUTION:

10.1 Should a dispute arise regarding any matter involving this Agreement it will be adjudicated by a panel of three appropriately qualified staff persons designated by three of the Parties to this Agreement which are not associated with the dispute. The decision of the panel will be by simple majority.

MUTUAL AID AGREEMENT

10.2 Notwithstanding Section 10.1, all disputes arising out of or in connection with this Agreement, or in respect of any defined legal relationship associated therewith or derived there from, may at the instance of any Party, be referred to a Court of competent jurisdiction or to arbitration by delivery of a Notice of Arbitration in writing. If the Parties cannot agree on a choice of arbitrator then an arbitrator must be appointed by a Judge of the Supreme Court of British Columbia. Arbitration will be governed by the Commercial Arbitration Act (British Columbia). The place of arbitration shall be Nanaimo, British Columbia, Canada and the costs shall be borne equally by the parties.

10.3 Should a dispute arise regarding annual reconciliation invoicing or any other matter involving this Agreement it will be adjudicated by a panel of three Fire Chiefs who are not directly involved with the dispute. Their decision will be binding and based on information obtained from both parties and the content of this Agreement.

11.0 GENERAL

11.1 In addition to Section 6.0, this Agreement shall be amended only with the written consent of the Parties.

11.2 Nothing in this Agreement shall be interpreted as prejudicing or affecting the rights and powers of the Parties in the exercise of their functions under any public and private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised as if this Agreement had not been executed.

11.3 This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors and permitted assignees.

11.4 The waiver by a Party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement shall not be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

11.5 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

11.6 Wherever the singular masculine and neuter are used throughout this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

11.7 No remedy under this Agreement shall be deemed exclusive but shall, where possible, be cumulative with all other remedies at law or in equity.

11.8 This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

MUTUAL AID AGREEMENT

12.0 NOTICES

All notices and demands required or permitted to be given hereunder shall be in writing and may be delivered personally, sent by facsimile or may be mailed by first class, prepaid registered mail to the addresses set forth below. Any notice delivered or sent by facsimile shall be deemed to have been given and received at the time of delivery. Any notice mailed as aforesaid shall be deemed to have been given and received on the expiration of 5 business days after it was posted, addressed as follows:

The Town of Qualicum Beach
PO Box 130
Qualicum Beach, BC
V9K 1S7

Attention: Administrator

The City of Parksville
100 E. Jensen Avenue
Parksville, BC
V9P 2H3

Attention: Administrator

Regional District of Nanaimo
6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Attention: General Manager Finance & Information Services

District of Lantzville
P.O. Box 100
7192 Lantzville Rd.
Lantzville, B.C.
V0R 2H0

Attention: Administrator

Deep Bay Waterworks District
RR 1, Site 150,
Comp 4
Bowser, B.C.
V0R 1G0

Attention: Administrator

13.0 TERMINATION

Any party to this Agreement may terminate its participation by giving notice in writing to all of the other Parties, not less than six months in advance of the date on which it wishes to terminate its participation.

MUTUAL AID AGREEMENT

IN WITNESS WHEREOF the respective Parties hereto have affixed their authorized signatures :

FOR THE CITY OF PARKSVILLE

Mayor, Ed Mayne

Fred Manson, C.A.O.

FOR THE TOWN OF QUALICUM BEACH

Mayor, Teunis Westbroek

Mark Brown, C.A.O.

FOR THE REGIONAL DISTRICT OF NANAIMO

Chair, Joe Stanhope

Maureen Pearse, Sr. Mgr. Corporate Administration

FOR THE DEEP BAY WATERWORKS DISTRICT

Chairperson

Secretary

MUTUAL AID AGREEMENT

FOR THE DISTRICT OF LANTZVILLE

Chairperson

Secretary

MUTUAL AID AGREEMENT

Schedule A

Mutual Aid Common Radio Frequency List

Channel Number	Channel Name	RX Frequency	TX Frequency	QT/DQT Dec	QT/DQT Enc
1	Home department's main operating frequency				
2	District 69 Tactical Channel	151.445	151.445	146.2	146.2
3	Fire Commissioner	155.460	155.460	N/A	N/A
4	Parksville FD	155.040	155.040	173.8	173.8
5	Qualicum FD	159.180	159.180	100.0	100.0
6	Dist 69 Ops	154.710	154.710	146.2	146.2
7	Combined Events	154.905	154.905	156.7	156.7
8	Dist 69 Paging	154.710	150.305	146.2	146.2
9	Forestry – Silver	163.890	163.890	N/A	N/A
10	Deep Bay FD	154.130	159.315	162.2	146.2
11	Lantzville FD	153.920	153.920	123.0	123.0
12 & Above	Individual department could assign whatever additional frequencies they deem appropriate				

MUTUAL AID AGREEMENT

Schedule B

List of Common Operational Guidelines

Evacuation Procedures	Rapid Intervention Teams	Incident Command Procedures	Accountability Systems	Radio Procedures
Rehab Procedures				
Withdraw/Abandon				
Training Standard				

MUTUAL AID AGREEMENT

Schedule C

Maintenance Requirement for Typical Mutual Aid Resources

Ground Ladders	NFPA 1932, Use, Maintenance and Service Testing of Fire Department Ground Ladders, 1989 Edition
Fire Hose	NFPA 1962, Standard for the Inspection, Care, and Use of Fire Hose, Couplings, and Nozzles and the Service Testing of Fire Hose, 2008 Edition
Self Contained Breathing Apparatus	CSA Standard CAN/CSA-Z94. 4-93, Selection, Use, and Care of respirators. WorkSafe Standards
Motorized Apparatus	As per Manufacturer's instructions
Radio Equipment	As per Manufacturer's Instructions
Small Tools	As per Manufacturer's instructions
Specialized Equipment	As per Manufacturer's Instructions
Protective Clothing	NFPA 1971, Protective Clothing for Structural Fire-Fighting.
Rope Rescue Equipment	



CAQAF-PROV. J	13/07
✓	Jul 13 '10

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 22, 2010

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

FILE:

SUBJECT: Confirmation of Support for Local Calling Area in a Portion of Electoral Area H

PURPOSE:

To reconfirm the Board's support to establish a local calling area between Bowser (Electoral Area H) and Union Bay (Comox Valley Regional District).

BACKGROUND:

Early in 2008 the Board considered information with respect to the costs to eliminate long distance calling charges between Bowser and Union Bay. The proposal was supported but implementation by Telus was deferred as a result of further hearings at the Canadian Radio-Television and Telecommunications Commission (CRTC) regarding these arrangements. Recently Telus corresponded with the Comox Valley Regional District advising that the Bowser/Union Bay area continues to be eligible for implementation of a local calling area; re-confirmation from ourselves and the Comox Valley is required in order to proceed. At this time staff understands that a report will be presented to the Comox Valley Regional District recommending support.

With both Boards' approval Telus makes an application to the CRTC, which independently reviews the proposal. The CRTC can change the way the rates are calculated, although this is unlikely. With CRTC approval Telus proceeds to make any programming or equipment changes to allow local calling to take place – this step will take several months. Finally, the rates are announced through telephone bills and come into effect shortly thereafter. Telus suggests a timeframe of March 2011.

Telus' role is to support our interest in this initiative by making an application to the CRTC. It is our role to answer any questions from citizens regarding the changes.

ALTERNATIVES:

1. Approve the initiative to bring local calling between Bowser and Union Bay.
2. Decline to participate further in the local calling initiative between Bowser and Union Bay.

FINANCIAL IMPLICATIONS:

If implemented, long distance charges will no longer apply between Bowser and Union Bay on prefixes 335 and 757. The cost to eliminate long distance charges will be \$0.25 cents per month for a residential line and \$0.50 cents per month for business lines. For example, a residential customer with one landline would pay \$3.00 per year. The surcharge is billed once annually for a three year period and then is eliminated.


SUMMARY/CONCLUSIONS:

Recently the Comox Valley Regional District was contacted by Telus to advise that following a further review by the CRTC on the formation of "no long distance calling" areas, that the Bowser/Union Bay proposal considered in 2008 can proceed. Both the Comox Valley and ourselves must pass new resolutions of support. The cost implications for a residential customer would be in the range of \$3.00 per year per telephone number and about \$6.00 per year per business line. Implementation could be accomplished as early as March 2011.

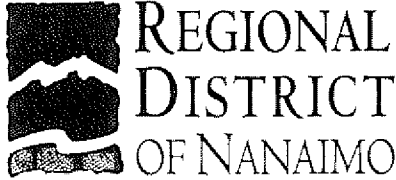
The information presented and supported in 2008 has not changed, therefore staff recommend reconfirming our support for this initiative.

RECOMMENDATION:

That the Regional District of Nanaimo support an application to the CRTC to introduce local calling between Bowser and Union Bay.


Report Writer


C.A.O. Concurrence



CAP APPROVAL	
EAP	
COW	✓ Jul 13 10
RHD	
BOARD	

MEMORANDUM

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

DATE: June 14, 2010

FROM: W. Idema
Manager, Financial Reporting

FILE:

SUBJECT: Alberni Clayoquot Regional District – 2011 Permissive Tax Exemption

PURPOSE:

To introduce for adoption "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1603, 2010."

BACKGROUND:

Where a Regional District is the owner of property outside of its boundaries, it is no longer automatically exempt from property taxes. The Alberni-Clayoquot Regional District is the owner of the Mt. Arrowsmith Regional Park, which is located within Electoral Area 'C' of the Regional District of Nanaimo. The Board has adopted bylaws annually since 2004 to provide a permissive tax exemption for this property. Permissive tax exemption bylaws must be adopted annually or, with the assent of the electors, may cover a period not exceeding 10 years. Nanaimo and Alberni-Clayoquot Regional District staff have agreed that it is administratively easier to adopt a permissive tax exemption bylaw annually, and Bylaw 1603 covering the 2011 tax year is presented with this report.

ALTERNATIVES:

1. Introduce and adopt "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1603, 2010" for the 2011 taxation year as presented.
2. Do not grant a permissive tax exemption for the 2011 taxation year for the Mt. Arrowsmith Regional Park properties.

FINANCIAL IMPLICATIONS:

The 2010 assessed values for the two properties in question (folios 768 0002268.420 and 768 002268.416) total \$2,164,000. Had the exemption not been in place for the 2010 taxation year, the properties would have been assessed Regional District taxes of approximately \$1,720. However, if the properties were no longer to be statutorily exempt, the assessment value could increase and the property taxes payable would also be higher. Despite this implication, there is an intent and expectation that local governments will be exempt on any land they own directly. These properties represent the only permissive tax exemption provided by the Regional District of Nanaimo.

SUMMARY/CONCLUSIONS:


The bylaw introduced with this report continues the Nanaimo Regional District's acknowledgement that the Mt. Arrowsmith Regional Park should be a tax exempt property. The park is owned by the Alberni-Clayoquot Regional District but is located within the boundaries of the Regional District of Nanaimo. Permissive tax exemption bylaws must be adopted annually. Staff recommend the bylaw as presented.

RECOMMENDATION:

1. That "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1603, 2010" be introduced for first three readings.
2. That "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1603, 2010" be adopted.



Report Writer


General Manager Concurrence

C.A.O. Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1603

A BYLAW TO AUTHORIZE A PROPERTY
TAX EXEMPTION FOR THE YEAR 2011

WHEREAS a Board may, by bylaw adopted by at least 2/3 of the votes cast, exempt property from property taxes under Section 809(3), in accordance with Section 809(4) of the *Local Government Act*;

AND WHEREAS the Alberni-Clayoquot Regional District is the owner of properties located within the boundaries of the Regional District of Nanaimo and the properties are used as a public park;

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

1. The properties described as:
 - a) District Lot 2000, Cameron Land District
 - b) Lot 1, Block 1324, Plan 28909, Cameron Land District

which are owned by the Alberni-Clayoquot Regional District and are used for public park purposes, are authorized to be exempt from property taxes in accordance with Section 809(4)(g) of the *Local Government Act* for the year 2011.

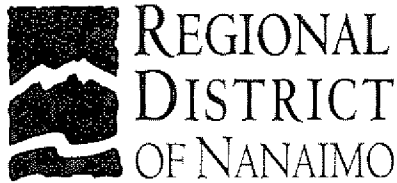
2. This bylaw may be cited as the "Property Tax Exemption (Mt. Arrowsmith Regional Park) Bylaw No. 1603, 2010".

Introduced and read three times this 27th day of July, 2010.

Adopted this 27th day of July, 2010.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



FAC		CV
CCW	✓	Jul 13 '10
FILE		
BOUPE		

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: June 22, 2010

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

FILE:

SUBJECT: Final Report on Use of Strategic Communities Investment Funds

PURPOSE:

To provide a summary report on the use of Strategic Community Investment funds in 2009.

BACKGROUND:

In March 2009 the Board signed the Strategic Community Investment Funds agreement, under which the Province of BC accelerated payments previously provided as unconditional grants as part of a response to the global economic crisis. In 2009 the Regional District received \$229,906 compared to a typical grant of \$110,000. In 2010 the Regional District will receive \$36,500 – however, over the two year period the total funds received will be \$266,406 compared to \$220,000. The agreement requires the Board to report publicly on the use of those funds by June 30th.

ALTERNATIVES:

1. Receive this report for information.
2. Request further information on the use of the funds.

FINANCIAL IMPLICATIONS:

Alternative 1

The 2009 budget had been developed with a split of the usual annual \$110,000 unconditional grant as 50% to the General Administration budget and 50% to the Electoral Area Administration budget. At a Special Board meeting held March 10, 2009 the Board approved the following budget adjustments for the additional \$119,000 to be received in 2009.

Regional Growth Strategy Services	<u>\$59,950</u>
2009 tax requisition reduced by	\$19,170
Held as surplus funds for future use	<u>\$40,780</u>
	<u>\$59,950</u>

Regional Parks	<u>\$59,950</u>
2009 tax requisition reduced by	\$30,000
Applied to overall program costs	<u>\$29,950</u>
	<u>\$59,950</u>

In September 2009 the Board approved the establishment of an Energy & Sustainability Department which is partly funded by a grant from BC Hydro of up to \$50,000 annually. The surplus funds of \$40,780 held in the Regional Growth Strategy Service were applied to the new department's budget in 2010. As part of the obligations of the BC Hydro grant program, this department is taking the lead on corporate wide projects which will improve energy efficiency; most recently involving the installation of special real time electricity meters in our largest facilities. The department also oversees and promotes the Board's strategic plan objectives with respect to community sustainability such as public education and research into ways that the Regional District can influence and encourage innovative construction and development.


SUMMARY/CONCLUSIONS:

In 2009 the Province of BC provided a temporary replacement to unconditional grants and traffic fine revenue sharing to local governments. In its place about double the normal annual allocation was provided under a Strategic Community Investment Fund agreement which requires a final public report on the use of the funds.

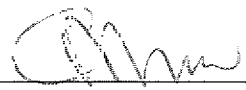
The Regional District of Nanaimo received \$229,906 in 2009. Of the total received, \$49,170 was used to reduce 2009 property taxes, \$29,950 was provided as additional dollars for existing programs (Regional Parks), \$110,000 supported local government administrative costs and \$40,780 was used to establish a department which focuses on leading corporate and community energy efficiency and sustainability objectives outlined in the Board's Strategic Plan.

RECOMMENDATION:

That the report of the use of the Strategic Community Investment Funds be received.



Report Writer



C.A.O. Concurrence

COMMENTS:



EAP	✓
COW	✓ Jul 13 '10
REF	
BOARD	

TO: C. Mason
Chief Administrative Officer

DATE: June 25, 2010

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

SUBJECT: Resolution to support Sponsored Crown Grant Application for land adjacent to the Nanoose Bay Firehall

PURPOSE:

To obtain Board support to apply for a Crown Grant of land for future firehall purposes with respect to the Nanoose Bay Volunteer Fire Department.

BACKGROUND:

The Regional District holds a tenure with the Province over four lots along Nanoose Rd, in Nanoose Bay which are adjacent to the Nanoose Bay firehall. The properties are managed as parkland.

Many years ago the Nanoose Bay fire department's septic tile field was located on the neighbouring property with the permission of the Crown. As the project to re-develop the site and building proceeds, staff believe it would be appropriate at this time to request that all or a portion of the property be transferred to the Regional District in fee simple. The property is not immediately necessary for firehall purposes, but ownership will ensure that should a change in the location of the septic field be required, land would be available for that purpose.

Staff have spoken with the Integrated Land Management Bureau and have been encouraged to submit an application. The application requires a Board resolution of support.

ALTERNATIVES:

1. Support the submission of an application for a sponsored crown grant for fire department purposes over all or a portion of Lot 6, District Lot 130, Plan 27190, Nanoose District.
2. Do not take any action at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

There are no immediate financial implications. The application process itself requires some staff time and a small application fee. The septic system has been inspected and appears to be in good working order, however it is close to 20 years old. There is some concern that the septic tile field may need to be re-located or re-built as the building project proceeds and there is no land on the existing site suitable for that purpose.

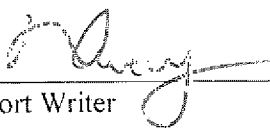
SUMMARY/CONCLUSIONS:

The Regional District holds a tenure with the Province of BC for parkland management purposes, over four lots adjacent to the Nanoose Bay firehall. The fire department received permission many years ago to locate its septic tile field on the immediately adjacent crown land. The septic system has been inspected and appears to be in good working order, however it is close to 20 years old. There is some concern that the septic tile field may need to be re-located or re-built as the re-development of the firehall building proceeds.


Staff have spoken with the Integrated Land Management Bureau and have been encouraged to submit an application for a crown grant. The application requires a Board resolution of support.

RECOMMENDATION:

That the Board supports the submission of an application for a sponsored crown grant for fire department purposes over Lot 6, District Lot 130, Plan 27190, Nanoose District.



Report Writer



CAO concurrence

ALTERNATIVES:

1. Approve from the District 69 portion of grant in aid funds, \$3,000 to support the Mid Vancouver Island Habitat Enhancement Society's efforts to develop communication tools for nearshore education.
2. Approve from the overall funds available for general grants in aid, \$3,000 to support the Mid Vancouver Island Habitat Enhancement Society's efforts to develop communication tools for nearshore education.
3. Approve from the District 69 portion of grant in aid funds, \$1,500 to support the Mid Vancouver Island Habitat Enhancement Society's efforts to develop communication tools for nearshore education.
4. Decline the request at this time and request that it be held for evaluation in the fall application intake.

FINANCIAL IMPLICATIONS:

Alternative 1

The District 69 general grants in aid have been almost fully subscribed each year. In 2010 the amount available is a total of \$19,800. To date \$9,700 has been approved for grants, leaving a balance of \$10,830. The largest single grant to date in 2010 is \$1,600.

The primary area targeted for this program, are the communities in Parksville/Qualicum Beach and surrounding RDN areas. The request does appear to qualify for a grant and there are funds available to grant the request, although this would potentially be the single largest approval in 2010.

Alternative 2

Grants in aid funds in District 68 are handled differently than in District 69. Funds raised from the City of Nanaimo and District of Lantzville are returned to them directly, to be combined with municipal grant in aid funds to support requests with a more municipal location. The total available for the District 68 electoral areas in 2010 is \$6,988. To date \$1,960 has been approved leaving a balance of \$5,028.

The presenter at the June 8th meeting, in response to a question from the Board, indicated that their efforts would result in templates that volunteers throughout the region, who have an interest in presenting to their community on this topic, could use and replicate easily.

If this grant was supported as being of general benefit to the whole Regional District, one alternative is to allocate the funds equally across all 11 member jurisdictions – i.e. approximately \$275 each. Funds payable to the City of Nanaimo and Lantzville would be reduced before transferring their 2010 funds. The balances available for the remainder of the year would be approximately:

District 69	\$9,180 (all D69 members)
District 68	\$4,203 (Electoral Areas A, B and C)

Alternative 3

Under this alternative, an amount less than the request would be approved and would be funded from the District 69 portion of grant in aid funds. The lower amount is in line with other larger grants approved for other organizations.

As noted in Alternative 1, the primary target area are the Oceanside communities. If the Society should be able to demonstrate an impact in District 68 the Grants in Aid Committee could consider another application at a later date.

Alternative 4

If this application is deferred to the fall it will allow the Grants in Aid committee an opportunity to review it, along with other applications normally received at that time, including consideration of whether the grant should be funded regionally or through District 69 alone. The Society is hoping to print a brochure in the next few months and the intent was to have the RDN logo printed on the brochure along with those of the City of Parksville, the Town of Qualicum Beach (each of whom have provided a small amount of funding to the program outside of this request) and any other sponsors. Deferring the request to the fall will reduce the number of brochures printed.

SUMMARY/CONCLUSIONS:

The Mid Vancouver Island Habitat Enhancement Society is seeking \$3,000 to support the development of print, presentation and research template materials on the importance of the nearshore of our coastline. The materials would be available as templates enabling volunteers in the region to give lectures and workshops to residents groups, associations and other interested organizations. Their request appears to qualify for a grant in aid, but has been presented outside of the regular schedule of applications intake. Part of the urgency for an indication of support, is that the group is designing a brochure which they would like to print and distribute before the end of the summer. The funding would increase the numbers printed and the intent is to include the logos of sponsors on the brochure.

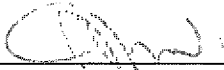
If this grant request is approved in total it will be significantly larger than other grants approved to date. It is also somewhat unclear how much impact or benefit the initiative will have in District 68. One alternative is to approve a grant of \$1,500 and to fund the application from the District 69 portion of the 2010 Grants in Aid funds.

RECOMMENDATIONS:

1. That a Grant in Aid in the amount of \$1,500 be approved for the Mid Vancouver Island Habitat Enhancement Society, for assistance in the production of educational materials regarding the importance of the nearshore to our ecosystem.
2. That the Grant in Aid be funded from the District 69 portion of Grants in Aid funds.



Report Writer



CAO concurrence

May 20, 2010

Nearshore Education in the Regional District of Nanaimo A Proposal

Background

The Mid-Vancouver Island Habitat Enhancement Society (MVIHES) has completed an inventory of the nearshore environment from Little Qualicum River to Craig Creek. Some of these findings and recommendations were reviewed in the presentation to the Board of the Regional District of Nanaimo in April 2010. As the coordinator for the inventory project, I submit this proposal for assistance from the RDN regarding provision of nearshore education in the community (please see addendum for outline of nearshore communications strategy).

This program is intended to provide a template of communication tools that will then be provided to several communities around the Georgia Basin including Deep Bay, Gabriola Island, and the City of Nanaimo.

By supporting this program, the RDN can help increase the capacity of the community to discuss the planning and use of their nearshore area through future planning processes. Through effective education, property owners will see a wider range of options for living with their shoreline. New property owners will gain an immediate understanding of what they have purchased, before they start to make long term changes that may be detrimental to the marine environment, and to surrounding properties.

RDN participation will also assist with leveraging of additional funding from other governments and funders.

Nearshore Communications Strategy

Target audiences will include residents and businesses in the Parksville/Qualicum Beach area and surrounding RDN areas.

Messages to be delivered:

- a description of what is included in the nearshore
- the value of the nearshore to residents and various businesses and the community
- how residents and businesses can help restore the nearshore, and prevent further loss of nearshore function.

RDN staff will be involved in any specific interests regarding communicating the value of the nearshore.

The Regional District of Nanaimo will be promoted through use of the RDN logo on all publications and displays, and mention in presentations/articles/tours, etc.

Steps:

Research tools and information already available

Consultations with planning and engineering staff re messaging and history of local nearshore

Develop timeline for project delivery

Initial list of communications products (see Annex A) to be modified based on needs of the community, and funding available.

Revisions to communications tools

Distribution to community groups.

Requests for Assistance from the Regional District of Nanaimo

MVIHES requests \$3000 assistance from the RDN, plus requests in-kind help estimated at a value of \$500, including staff time for consultations; provision of images; distribution of brochures in residential billing.

If you have any questions or comments, I can be reached at 250-738-0232, or by email at auklet@shaw.ca.

Thank you in advance for your support.

Michele Deakin
Nearshore Studies
Project Manager

Annex A: Initial list of communications products

Product	Audience	Messages
Newspaper articles	General Public	Values of Nearshore, findings/recommendations, issues, how to help
Press Releases	General Public	Events, happenings related to nearshore, opportunities to volunteer
Presentations	Residents Associations, Chambers of Commerce, Oceanside Tourism Association, others	Values of Nearshore to specific groups, findings, recommendations, opportunities
Public Workshop re Softshore/nearshore	General public, business, government staff/council	How shorelines work, values of nearshore, impacts of climate change, planning & management options
Brochure	Current residents/business, new arrivals	Values of nearshore, how shoreline works, options for property owners new and old
Display	General public at community events	Values of Nearshore, findings/recommendations, issues, how to help
Walking Tours of Beaches	General public, business, students, tourists	How softshore works, changes in nearshore, questions that need addressing



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BOARD	

MEMORANDUM

TO: Paul Thompson
Manager of Long Range Planning

DATE: June 24, 2010

FROM: Greg Keller
Senior Planner

FILE: 6480 01 EAA
Nanaimo Regional Airport

SUBJECT: Electoral Area 'A' Draft Official Community Plan – Nanaimo Regional Airport

PURPOSE

To request further direction on how the draft Electoral Area 'A' Official Community Plan (OCP) should address the airport lands and to recommend that a separate process be established to resolve issues related to the Nanaimo airport.

BACKGROUND

Over the last two years the Electoral Area 'A' OCP Review Citizen's Committee (EAAORC) and other community members have been actively involved in the creation of a new OCP for Electoral Area 'A'. Throughout the process there have been numerous discussions regarding the Nanaimo airport lands.

The EAAORC is an advisory group with the task of providing non-binding recommendations to the Regional Board on matters related to the Electoral Area 'A' OCP Review.

Recently, in response to concerns over the airport section of the draft OCP, staff prepared a report for the April 13, 2010 Committee of the Whole (COW). The report identified the community's concerns and potential options for how to proceed with the draft OCP.

Based on staff recommendation, the COW passed the following resolutions at its April 13, 2010 meeting:

MOVED Director Burnett, SECONDED Director Bartram, that the Board support Option 1: that the draft Electoral Area 'A' Official Community Plan include a land use designation and general policies in support of the Nanaimo Airport with emphasis on the creation of an accord between the RDN and the Nanaimo Airport Commission.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that staff be directed to initiate the process of developing an accord between the Regional District of Nanaimo and the Nanaimo Airport Commission for the purpose of defining the relationship between the RDN and the NAC and to ensure that the parties work cooperatively towards common goals and objectives. The accord should, at minimum, address the topics identified in the draft Electoral Area 'A' OCP Nanaimo Airport section attached as Appendix 1.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Electoral Area 'A' Official Community Plan Review Citizen's Committee, due to their proximity to the airport and involvement in the Electoral Area 'A' Official Community Plan review process, be given an opportunity to provide input and recommendations for consideration in the development of an accord.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Board confirm that all Regional District of Nanaimo planning documents be consistent with the Board's Strategic Plan and previous actions which support the Nanaimo Airport.

CARRIED

Staff brought the COW's approved approach and an amended draft airport section of the OCP back to the EAAORC at its May 10, 2010 meeting for further discussion. The draft was not well received and there were extensive discussions regarding the Nanaimo Airport, the RDN's jurisdiction on airport lands, the process used to draft the airport section, and the lack of direct Committee input. It was felt that the hard work put in to the draft OCP could be jeopardized by the issues surrounding the airport. The EAAORC recommended that the OCP not go to the public until the RDN provided a response back to the EAAORC addressing the issues surrounding the airport lands.

In response to the EAAORC's recommendation, staff prepared a report for the EAAORC's June 14th meeting which summarized the issues and provided an alternative approach for how the draft OCP could address airport lands as described below.

DISCUSSION

The following provides a summary of the four core issues identified by the EAAORC.

Issue 1: Jurisdiction on airport lands

There is great interest amongst some EAAORC members and other community members with respect to jurisdiction over airport lands. The primary concern is who has jurisdiction over groundside aviation and non-aviation related uses on airport lands. Many Committee members and meeting attendees disagree with the RDN's current understanding and position. Some were also concerned with jurisdictional issues between the NAC and the Agricultural Land Commission (ALC).

Issue 2: Transparency

There appears to be a feeling of mistrust and disagreement based on the fact that the RDN has not disclosed the contents of its legal opinion that form the basis for its position of jurisdiction on airport lands.

Issue 3: Scope of the OCP review process

Although Area 'A' residents are in closest proximity to the airport and likely the most affected, the issues surrounding the airport go beyond Electoral Area 'A' and can not be effectively dealt with in an appropriate manner within the Electoral Area 'A' OCP. The Nanaimo airport is a regional facility and therefore any discussion or deliberation requires input from stakeholders who represent a cross section of regional interests.

Issue 4: Lack of direct community involvement in the creation of the draft airport section

Unlike other sections of the draft OCP where the community had ample opportunity to provide direct input towards its creation, the drafting of the airport section did not provide for the same level of community input. Some EAAORC members indicated that they want an opportunity to provide direct input towards what is included in the airport section of the draft OCP. Staff's approach, in recognition of its jurisdictional limitations and inability to impose conditions on the NAC in the draft OCP, was to develop a draft that would be acceptable to the NAC and the RDN and then present it to the EAAORC for comment and review.

Discussion at the EAAORC's June 14th meeting resulted in the EAAORC unanimously supporting the following:

Remove the airport section and potential Growth Containment Boundary expansion on airport lands from the draft OCP with the understanding that there are issues surrounding the airport lands that are unresolved and that the OCP may be amended at a later date in response to the outcome of a separate process.

In this approach, the draft airport section and potential expansion of the Growth Containment Boundary would be removed from the draft OCP. In its place, a notation would be included indicating:

- i. there are unresolved issues surrounding the Nanaimo airport that are of regional significance which require input from stakeholders representing a cross section of regional views;
- ii. that the OCP support a separate process to identify and respond to the community's concerns which includes opportunities for public input; and,
- iii. that should the OCP be amended at a later date in response to the outcome of the external process that the EAAORC be consulted and have an opportunity to provide input.

This approach supports the draft OCP proceeding for further public consultation and includes a separate process for discussion and debate on issues related to the airport. Please refer to the diagram attached as Appendix 1 as an example of what such a process may look like. The external process supported by this approach would allow for a broad range of outcomes, including the potential for an accord, depending on what issues have been identified and any new information received by the RDN.

This approach would address the four core issue as follows:

Issue 1: Jurisdiction on airport lands:

The additional separate process would include the RDN obtaining clarification with respect to jurisdiction on airport lands. Depending on the outcome of the external process, there could be a number of different actions and outcomes as shown in the diagram in Appendix 1.

Issue 2: Transparency

The community interest in local government jurisdiction over airport lands is significant. In light of this interest, there would be an opportunity for community input and sharing of information. This could include (subject to RDN Board approval) a summary of the legal aspects of local government jurisdiction as presently established by the courts. It should be noted that the EAAORC has requested that the RDN seek its legal opinion from a different source than the first.

Issue 3: Scope of the OCP review process

This approach recognizes that there are issues surrounding the Nanaimo airport that go beyond the scope of the Electoral Area 'A' OCP. This would be recognized in the OCP as well as support for the RDN to undertake a separate process to address and discuss these issues.

Issue 4: Lack of direct community involvement in the creation of the draft airport section

Although this approach would not provide opportunities for direct input towards the creation of an airport section for the draft OCP at this time, the proposed external process would provide ample opportunity at a later date.

The process proposed here is not included in the 2010 budget or work plan. Should the COW support this approach, additional resources would be required and staff recommends that provisions for the external process be considered during the 2011 budgeting process.

For the process identified here to be successful, the NAC would have to agree to participate in the process. Therefore, staff recommends that if the COW approves a separate process that the RDN approach the NAC to encourage their participation.

ALTERNATIVES

1. To receive this report for information and direct staff to proceed with the proposed process outlined in this report.
2. To receive this report for information and direct staff to proceed with the approach previously approved by the Board at its April 27, 2010 meeting.
3. To receive this report for information and provide staff with an alternate approach to addressing the airport in the Electoral Area 'A' OCP.

CONCLUSIONS

Throughout the Electoral Area 'A' Official Community Plan review process, discussions surrounding the draft OCP as it relates to the airport have been contentious. Concerns from both the EAAORC and the community at large with respect to the airport have delayed progress on the draft OCP on more than one occasion. Furthermore, the issues surrounding the Nanaimo airport go beyond the scope of the Electoral Area 'A' OCP review and are challenged by the RDN's current understanding of its role in regulating uses on airport lands.

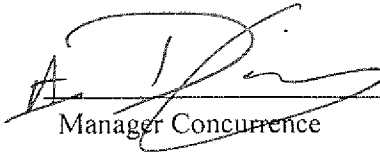
The approach proposed in this report was unanimously supported by the EAAORC and will provide an opportunity for the Area 'A' OCP review process to proceed and an appropriate opportunity for the community and other stakeholders to discuss issues surrounding the airport and to develop a broad range of potential outcomes.

RECOMMENDATIONS

1. That the Board support Alternative 1: To remove the airport section and potential Growth Containment Boundary expansion on airport lands from the draft Electoral Area 'A' OCP with the understanding that there are issues surrounding the airport lands that are unresolved and that the OCP may be amended at a later date in response to the outcome of a separate process.
2. That the Board forward the consideration of the external process included in Alternative 1 to the 2011 budget deliberations.
3. That the Board direct staff to prepare a public consultation plan in preparation for the 2011 budgeting process.



Report Writer



Manager Concurrence

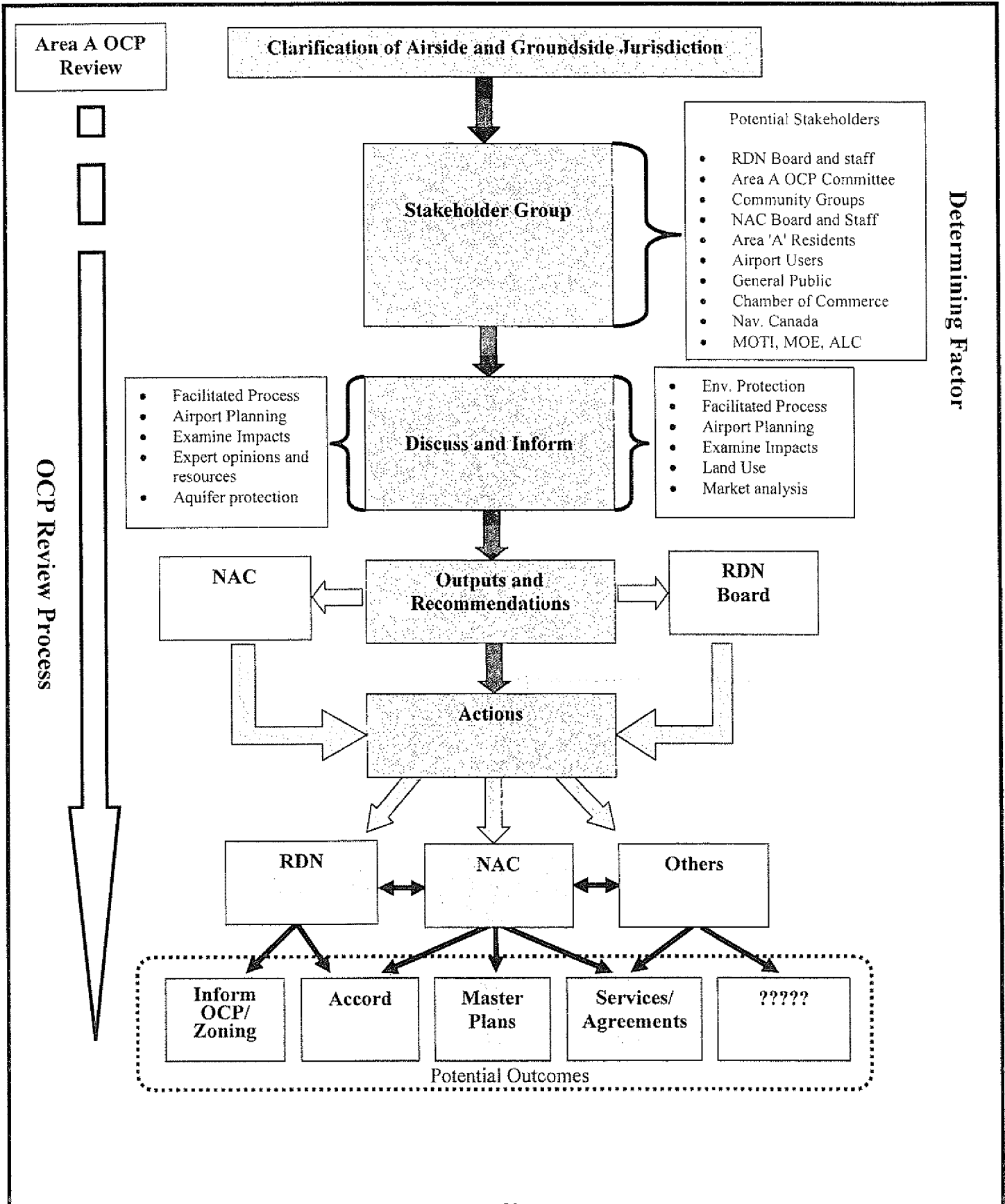


General Manager Concurrence



CAO Concurrence

Appendix 1: Example of Airport Issue Identification and Resolution Process





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BOARD	

MEMORANDUM

TO: John Finnie, General Manager
Regional and Community Utilities

DATE: June 28, 2010

FROM: Sean De Pol
Manager, Wastewater Services

FILE: 3150-10

SUBJECT: Not-for-Profit Rental Housing Sewer Development Cost Charge Reduction
Bylaw No. 1577, 2010

PURPOSE

To consider an amended bylaw to reduce sewer Development Cost Charges for not-for-profit rental housing.

BACKGROUND

To bring consistency to sewer DCC reductions for not-for-profit housing projects throughout RDN sewer service areas, staff developed the "*Regional District of Nanaimo Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No.1577, 2010*". RDN staff presented the bylaw to the Committee of the Whole on March 9, 2010, recommending a 50% reduction in sewer DCC charges for not-for-profit rental housing. The Committee recommended a 100% reduction so the draft bylaw was amended and forwarded to the Inspector of Municipalities for approval. Inspector approval for the bylaw was received on April 23, 2010 and the bylaw was scheduled to go to the April 27, 2010 Board meeting for adoption.

However, the City of Nanaimo raised questions and concerns about the 100% reduction in a letter to the RDN, dated April 27, 2010. As a result, at the April 27, 2010 Board meeting, the RDN Board did not proceed with the adoption of Bylaw No. 1577 but directed staff to prepare a report for the Board regarding the City of Nanaimo's concerns.

City and RDN staff were to meet to review the matter, but at the June 8, 2010 Committee of the Whole meeting, the Parksville Lions Housing Society attended as a delegation and identified their need for a 100% DCC reduction by June 2010 to accommodate their budget and construction time-lines.

In response to the delegation, the Committee directed staff to: "Prepare a resolution that would give the Parksville Lions Housing society project a 100% reduction of DCCs in the Oceanside Area." Accordingly, the resolution was prepared for the June 22, 2010 Board meeting and adopted. At this same Board meeting staff were directed: "to amend the *Regional District of Nanaimo Not-for-Profit Rental Housing Sewer Development Cost Charge Bylaw No. 1577, 2010*, to provide a 50% reduction in sewer DCCs for not-for-profit rental housing in the Southern Community Sewer Service."

The City of Nanaimo currently has a bylaw similar to the RDN's which provides a 50% reduction for not-for-profit housing. The City of Parksville and Town of Qualicum Beach are planning to reduce their DCC by 100% for not-for-profit housing. Following discussions with senior staff from the City of Nanaimo, City of Parksville, Town of Qualicum Beach and the District of Lantzville, RDN staff are proposing to amend Bylaw 1577 to include a 50% reduction in sewer DCCs for not-for-profit rental housing in the Southern Community, Fairwinds (Nanoose) and Duke Point Sewer Service Areas, and a 100% reduction in sewer DCC's for not-for-profit housing in the Northern Community Sewer Service Area.

ALTERNATIVES

1. Approve amended "Bylaw No. 1577, 2010" to reduce sewer DCCs for not-for-profit rental housing.
2. Do not approve "Bylaw No. 1577, 2010".
3. Provide alternate direction.

FINANCIAL IMPLICATIONS


Exemptions in DCC revenues require that the funding for future capacity comes from elsewhere, typically from increased DCCs for other development categories.

SUMMARY/CONCLUSIONS

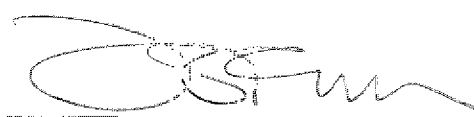
To bring certainty to future DCC reduction requests and to address issues raised by the City of Nanaimo, Parksville and Qualicum municipalities, staff prepared the amended "*Regional District of Nanaimo Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No.1577, 2010*" Staff recommend approving the attached bylaw to provide a 50% reduction in sewer DCCs for not-for-profit rental housing in the Southern Community, Fairwinds (Nanoose) and Duke Point Sewer Service Areas, which is based on the RDN's DCC capital plan calculations and is consistent with Nanaimo and Lantzville DCC reduction polices; and a 100% reduction in sewer DCC's for not-for-profit housing in the Northern Community Sewer Service Area to be consistent with Parksville and Qualicum Beach DCC reduction polices.

RECOMMENDATIONS

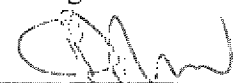
1. That "*Regional District of Nanaimo Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No.1577, 2010*" be rescinded at third reading;
2. That "*Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No.1577, 2010*" be amended at second reading to include a 50% reduction in sewer DCCs for not-for-profit rental housing for the Southern Community, Fairwinds (Nanoose) and Duke Point Sewer Service Areas;
3. That "*Regional District of Nanaimo Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No.1577, 2010*" be read a third time, as amended, and forwarded to the Inspector of Municipalities for approval.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1577

A BYLAW TO REDUCE SEWER DEVELOPMENT COST CHARGES FOR NOT-FOR-PROFIT RENTAL HOUSING

WHEREAS under section 933.1 of the *Local Government Act* a Regional District may, by bylaw, provide for a reduction of development cost charges for not-for-profit rental housing, including supportive living housing;

WHEREAS the Board of the Regional District of Nanaimo wishes to offer reductions in sewer development cost charges for the following sewer services:

1. Northern Community Sewer Service Area Development Cost Charges Bylaw No. 1442;
2. Southern Community Sewer Service Area Development Cost Charges Bylaw No. 1547;
3. Duke Point Sewer Service Area Development Cost Charges Bylaw No. 1498; and
4. Fairwinds (Nanoose) Wastewater Treatment Development Cost Charges Bylaw No. 1443.

AND WHEREAS the Board of the Regional District of Nanaimo wishes to establish the criteria for an eligible development for the purposes of this bylaw;

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

1. Definitions

In this bylaw:

“Eligible Development” means not-for-profit rental housing, including supportive housing that meets all of the following:

- i) At least 50 percent of the fair market value of the real property on which the development is situated is owned by an eligible owner.
- ii) The applicant has demonstrated to the reasonable satisfaction of the Regional District of Nanaimo that the development is eligible for a housing subsidy (either rent or capital) from the government of British Columbia, the government of Canada, or a Public Housing Authority.

“Eligible Owner” means the government of British Columbia, the government of Canada, a local government, a Public Housing Authority or a not-for-profit corporation incorporated under the *Society Act* (British Columbia) or Part II of the *Canada Corporations Act*.

“Public Housing Authority” means the BC Housing Management Commission or another public authority established by the government of British Columbia or the government of Canada.

2. Amount of Reduction

Despite a Regional District of Nanaimo bylaw that imposes sewer development cost charges of any type, where the proposed development is an eligible development, the development cost charges shall be reduced by 50 percent, except in the case of the Northern Community Sewer Service, where they shall be reduced by 100 percent.

3. Citation

This bylaw may be cited as the “Regional District of Nanaimo Not-for-Profit-Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577, 2010”.

Introduced and read three times this 23 day of March, 2010.

Received the approval of the Inspector of Municipalities this 23 day of April, 2010.

Third reading rescinded July 27, 2010.

Read a third time as amended July 27, 2010.

Received the approval of the Inspector of Municipalities this _____ day of _____, 20__.

Adopted this _____ day of _____, 20__.

CHAIRPERSON

SR MGR., CORPORATE ADMINISTRATION



CAPITAL CHARGES	
FILE	
CONF	✓ Jul 13 '10
RDN	
UCSRF	

MEMORANDUM

TO: Mike Donnelly
Manager of Water Services

DATE: July 6, 2010

FROM: Deb Churko, AScT
Engineering Technologist

FILE: 5500-20-FC-01

SUBJECT: **Bylaws No. 813.45 and 889.57 - Inclusion of Property into the French Creek and Northern Community Sewer Local Service Areas, Electoral Area 'G'**

PURPOSE

To consider a request to include the Remainder of District Lot 87, Nanoose Land District, (846 Island Highway West), into the French Creek Sewer and Northern Community Sewer Local Service Areas for the purpose of sewer connection (see location plan in Figure 1).

BACKGROUND

The subject property is a triangular-shaped lot at the corner of Stanhope Road and the Island Highway, just west of Parksville, BC. The property is currently forested and undeveloped. The owner of 846 Island Highway West (Gertrude Gebhard) wishes to include the property in the French Creek Sewer Local Service Area in order to maximize the development potential of this 3.4 acre, residential-zoned lot. The owner has petitioned the RDN to be included in the French Creek and Northern Community Sewer Local Service Areas for the purpose of sewer connection.

The long-term strategy for the French Creek Plan Area is to have all urban areas fully serviced by community sewer. The subject property is located within the engineered sewer catchment area for the French Creek Pollution Control Centre, and the French Creek Official Community Plan (OCP) recognizes that sewer system expansions may be required in order to avoid potential future problem areas from on-site sewage disposal systems. The French Creek Sewer Local Service Area boundary is located immediately adjacent to the property, and a sewer stub is present on Ackerman Road thereby making a connection to the community sewer system possible.

Two Capital Charges are payable when being brought into the sewer local service area. A Capital Charge of \$664 (per lot) is payable pursuant to *French Creek Sewer Local Service Area Capital Charge Bylaw No. 1330* (for sewage collection), and a Capital Charge of \$1,904 (per lot) is payable pursuant to *Northern Community Sewer Local Service Area Capital Charge Bylaw No. 1331* (for sewage treatment).

The owner's development representatives have indicated their intentions to construct multi-family residences on the subject property in the future, and not to subdivide. Capital Charges are normally payable on the full development potential of the lot at the time a property joins the local service area. However, Capital Charges can be paid on the parent lot only, and a covenant registered on the property indicating that the remaining Capital Charges are payable at the time of subdivision and/or when building permits are issued for construction.

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

ALTERNATIVES

1. Accept the application from 846 Island Highway West, and include the property in the French Creek and Northern Community Sewer Local Service Areas.
2. Do not accept the application from 846 Island Highway West. The owner can explore options for on-site treatment and disposal.

FINANCIAL IMPLICATIONS

Under Option 1, if the application for 846 Island Highway West is approved for inclusion into the French Creek Sewer Local Service Area, there are no financial implications to the RDN. All costs associated with connection to the community sewer system would be at the expense of the applicant. The owner has paid Capital Charges on the parent lot in the amount of \$2,568. A signed covenant has been received, and will be registered on the Land Title to ensure payment of the remaining Capital Charges at the time of development.

Under Option 2, if the application is not approved, there are no financial implications to the RDN. The owners would need to explore options for on-site treatment and disposal.

SUSTAINABILITY IMPLICATIONS

By including this property into the French Creek Sewer Local Service Area, domestic sewage would be collected by the community sewer system and treated at the French Creek Pollution Control Centre. Several nearby properties have recently connected to the French Creek community sewer system on an individual basis.

Municipal sewage collection at this property would likely allow a higher density of development than what would be possible with on-site treatment and ground disposal. However, staff suggest that connecting this property to the community sewer system would be a more sustainable option than designing an on-site treatment and disposal system in an urban setting.

DEVELOPMENT IMPLICATIONS

The subject property is located within the “Wembley Neighbourhood Centre” land use designation pursuant to the *Electoral Area ‘G’ Official Community Plan (OCP) Bylaw No. 1540, 2008*. The long-term strategy for the French Creek Plan Area is to have all urban areas fully serviced by community sewer. The Electoral Area ‘G’ OCP recognizes that sewer system boundary extensions may be required in order to avoid potential future problem areas from on-site sewage disposal systems.

The subject property is located within the Urban Containment Boundary as described in the *Regional Growth Strategy Bylaw No. 1309 (2003)*, and is located within the engineered sewer catchment area for the French Creek Pollution Control Centre. The property is zoned Residential RS1-Q pursuant to *Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987*. The “Q” subdivision district provides a minimum parcel size of 700 m² when the property is serviced with community sewer. The subject

property is approximately 13,600 m² (3.4 acres) in size, therefore subdivision of the property is possible under the current zoning.

SUMMARY/CONCLUSIONS

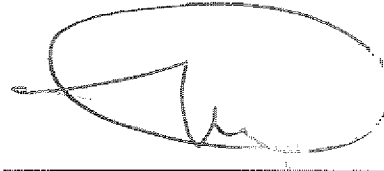
Petitions have been received from the owner of 846 Island Highway West to amend the boundaries of the French Creek and Northern Community Sewer Local Service Areas for the purpose of connecting to the community sewer system. The subject property is located within the Urban Containment Boundary, and within the engineered sewer catchment area for the French Creek Pollution Control Centre. The Electoral Area 'G' OCP supports the connection of urban properties to community sewer. All costs associated with the connection of 846 Island Highway West would be at the expense of the applicant. The owner has paid Capital Charges on the parent lot in the amount of \$2,568. A signed covenant has been received, and will be registered on the Land Title to ensure payment of the remaining Capital Charges at the time of development.

RECOMMENDATIONS

1. That "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.45, 2010" be introduced and read three times.
2. That "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.57, 2010" be introduced and read three times.



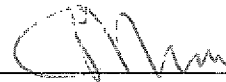
Report Writer



Manager Concurrence

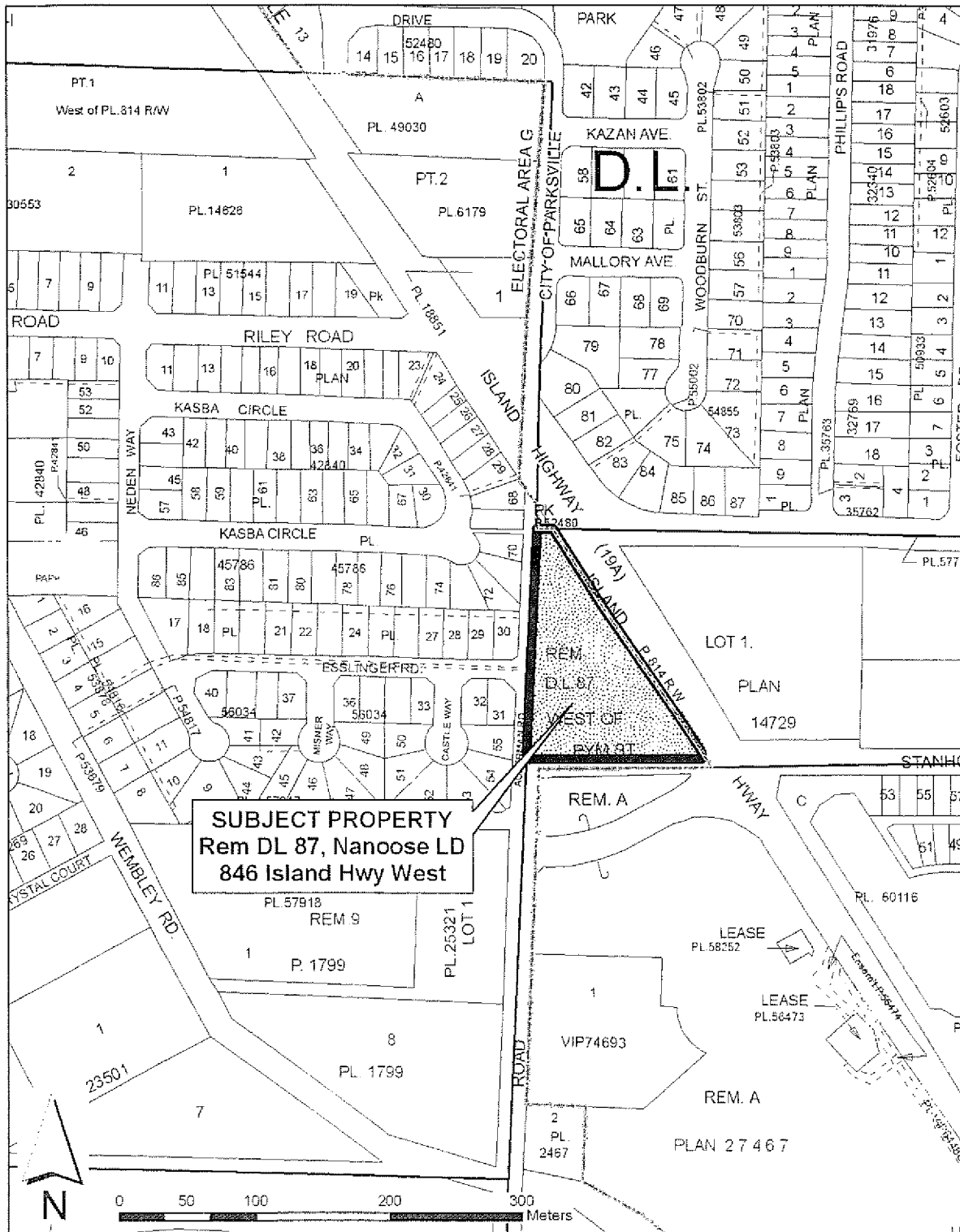


General Manager Concurrence



CAO Concurrence

Figure 1 - Site Location Plan



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 813.45

**A BYLAW TO AMEND THE BOUNDARIES OF THE
FRENCH CREEK SEWER SERVICE**

WHEREAS the Regional District of Nanaimo established the French Creek Sewer Service pursuant to Bylaw No. 813, cited as “French Creek Sewerage Facilities Local Service Establishment Bylaw No. 813, 1990”;

AND WHEREAS the Board has been petitioned by the property owner to extend the boundaries of the service area to include the land shown outlined in black on Schedule ‘B’ of this bylaw;

AND WHEREAS at least 2/3 of the service participants have consented to the adoption of this bylaw in accordance with section 802 of the *Local Government Act*;

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

1. Amendment

“French Creek Sewerage Facilities Local Service Establishment Bylaw No. 813, 1990” is amended as follows:

- (a) by extending the boundaries of the service area to include the property outlined on Schedule ‘B’ of this bylaw.
- (b) by deleting Schedule ‘A’ to Bylaw No. 813 and replacing it with the new Schedule ‘A’ attached to this bylaw.

2. Citation

This bylaw may be cited for all purposes as “French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.45, 2010”.

Introduced and read three times this 27th day of July, 2010.

Adopted this _____ day of _____, 2010.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Chairperson

Sr. Mgr., Corporate Administration



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.57

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

WHEREAS the Regional District of Nanaimo established the Northern Community Sewer Service pursuant to Bylaw No. 889, cited as “Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993”;

AND WHEREAS the Board has been petitioned by the property owner to extend the boundaries of the service area to include the land legally described as:

- That Part of District Lot 87, Lying to the West of Pym Road, Except Parcels B (DD4389N) and C (DD9872N) of said District Lot and Except That Part in Plans 14729, 50690, VIP60116 and VIP64801.

AND WHEREAS at least 2/3 of the service participants have consented to the adoption of this bylaw in accordance with section 802 of the *Local Government Act*;

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

1. Amendment

“Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993” is amended as follows:

By deleting Schedules ‘C’ and ‘E’ of Bylaw No. 889 and replacing them with the new Schedules ‘C’ and ‘E’ attached to this bylaw.

2. Citation

This bylaw may be cited as “Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.57, 2010”.

Introduced and read three times this 27th day of July, 2010.

Adopted this _____ day of _____, 2010.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



C/O APPEL DIVISION	
EAP	
COW	Jul 13 '10
RHD	
BOARD	

MEMORANDUM

TO: John Finnie, General Manager
Regional and Community Utilities

DATE: June 24, 2010

FROM: Mike Donnelly
Manager of Water Services

FILE: 5600-07

SUBJECT: Mid Vancouver Island Habitat Enhancement Society Funding Request
Lower Englishman River Watershed
Groundwater and Surface Water Interaction – Phase 2

PURPOSE

To present to the Board the Mid Vancouver Island Habitat Enhancement Society (MVIHES) funding request for Phase 2 of the Lower Englishman River Watershed – Groundwater and Surface Water Interaction study.

BACKGROUND

The Mid Vancouver Island Habitat Enhancement Society is a non profit group that focuses on the conservation and restoration of habitat related to salmon including watersheds, estuaries and shorelines and work through partnerships to focus on field study, education and restoration.

MVIHES initiated the above noted study to better understand the interaction between groundwater and surface water in the Englishman River Watershed. Phase 1 of the work was funded by the BC Real Estate Foundation, the Georgia Basin Vancouver Island Living Rivers and the Regional District of Nanaimo through the Drinking Water and Watershed Protection (DWWP) function. The Ministry of Environment and GW Solutions Inc. supported the project through in-kind contributions. Recently the MVIHES received a RBC Blue Water Project grant in the amount of \$70,000 over 2 years supporting their Groundwater Mapping and Education in the Englishman River Watershed project.

Work carried out in Phase 1 used information gathered from private wells in the study area and the Englishman River. MVIHES volunteers provided training and assisted private well owners who volunteered their wells to be part of the study. The information was collected and then reviewed by GW Solutions Inc. and resulted in a Phase 1 report on the Lower Englishman River Watershed Groundwater and Surface Water Interaction.

As part of Phase 1 a total of 36 wells were monitored for static water level over a period of eight months (from June 2009 to January 2010) and the Englishman River was monitored for temperature, pH, electrical conductivity and dissolved solids in August 2009, September 2009 and February 2010.

Phase 1 outcomes include a private well monitoring network that can be used for additional monitoring, a number of cross-sections of the aquifer lithology (subsurface conditions) based on existing well records and established surface water monitoring stations and associated data. This work provides a basis on which new information can be utilized to gain a better understanding of the interaction of ground and surface water in the Englishman River watershed.

The Regional District of Nanaimo, through the Drinking Water and Watershed Protection program, provided partial funding in 2009 for Phase 1 of this project, including \$3,600 for data logger equipment and \$2,000 for volunteer training. The total of \$5,600 was supported by the DWWP program budget and the Towns for Tomorrow Grant.

Phase 2 will continue this work with a greater focus on eastern and northern lower sections of the watershed. In Phase 2 the proposal is to estimate the surface water and groundwater interaction by identifying zones of contact between the Englishman River and the watershed aquifers. MVIHES has requested \$10,000 in funding from RDN for Phase 2. Total estimated costs for this phase are \$47,352.

This project supports a number of goals in the DWWP Action Plan including private well monitoring to gather information on water quantity, to increase our understanding of aquifer characterization and to identify linkages between ground and surface water resources. Phase 2 of the project continues the partnership with MVIHES and private well owners in the watershed study area. This is important as the information will provide the basis for future study in the watershed.

Currently the DWWP program is carrying out a Watershed Prioritization and Scoping process including consultation with local water resource management and land use professionals, non profit organizations and the public. The process will assist the RDN in identifying priorities for a range of issues that are being identified by these groups and will result in a work plan for the DWWP program and assist in budget development. Approving the full MVIHES request for Phase 2 funding at this time would be premature given the priorities in the upcoming work plan have not been fully identified.

Partial funding however, to support the volunteer component and continue the partnership development with private well owners should continue given the long term value in public partnerships and information development it will generate. MVIHES has identified the following volunteer activities that could be continued with partial funding at this time:

- Identification of new private well monitoring well locations
- Contact and discussion with private well owners inviting them to participate
- Installation of existing data logger equipment in new wells
- Training for private well owners on well monitoring procedures
- Surface water monitoring events in June and late August
- GPS locations for monitoring sites

MVIHES will approach the RDN for reconsideration of the remaining funding request for Phase 2 once the Watershed Prioritization and Scoping Work Plan has been completed this fall.

ALTERNATIVES

- 1) Provide partial funding in the amount of \$4,000 to MVIHES for Phase 2 of the “Lower Englishman River Watershed – Groundwater and Surface Water Interaction Study”.
- 2) Provide full funding support for Phase 2 as requested in the amount of \$10,000.
- 3) Do not provide funding support for Phase 2.

FINANCIAL IMPLICATIONS

The 2010 DWWP budget includes \$15,000 for volunteer support for activities associated with goals and objectives outlined in the Action Plan. The planned volunteer activities outlined in the request support the Action Plan goal to increase the understanding of groundwater sources and will support future work in the Englishman River watershed.

Alternative 1 would utilize \$4,000 of the DWWP Volunteer support budget of \$15,000.

Alternative 2 would provide \$4,000 from the DWWP Volunteer support budget and the remaining \$6,000 for professional services to develop area cross sections would be funded from the Professional Fees budget which has \$15,000 available at this time.

Until the Watershed Prioritization and Scoping Work Plan is complete in the fall of 2010 and a more complete understanding of funding priorities established, staff are recommending that the remaining portion (\$6,000) of the funding request be held in abeyance.

SUSTAINABILITY IMPLICATIONS

The development of enhanced information on local area aquifers and surface water interactions will assist in improving land use decision making and water resource stewardship decisions.

CONCLUSIONS

The Mid Vancouver Island Habitat Enhancement Society has developed a multi-phased project aimed at increasing the understanding of the interaction between ground and surface water resources in the lower Englishman River watershed.

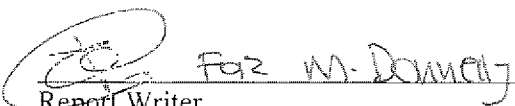
Phase 1 of the project has established the methodology of this study and acquired base information on surface water and groundwater characteristics in the area. The RDN, along with other organizations participated in this first phase.

Phase 2 of the project is now being planned and the MVIHES has requested \$10,000 in support funding from RDN. Total estimated costs for Phase 2 are \$47,352. The funding request can be broken down into two areas, volunteer support (\$4,000) and professional support (\$6,000). Staff are recommending that the request for volunteer support be approved at this time and that the professional funding support be considered once the Watershed Prioritization and Scoping work plan has been completed this fall.


The request was considered by the Drinking Water Watershed Protection Advisory Committee at their June 7, 2010 meeting. The Committee recommended that funding of \$4,000 from the Drinking Water Watershed Protection Volunteer Support budget be provided to MVIHES at this time to assist with Phase 2 of the Groundwater and Surface Water Interaction study.

RECOMMENDATIONS


1. That funding in the amount of \$4,000 to MVIHES for Phase 2 of the "Lower Englishman River Watershed – Groundwater and Surface Water Interaction Study" be approved, and
2. That the funding be provided from the Drinking Water Watershed Protection Volunteer Support budget.



Forz M. Donnelly
Report Writer



General Manager Concurrence



C.A.O. Concurrence



City of
Parksville



**REGIONAL
DISTRICT
OF NANAIMO**



Town of Qualicum Beach

**MINUTES OF THE MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT COMMITTEE
HELD ON MONDAY, MARCH 22, 2010 1:30 PM
AT THE CITY OF PARKSVILLE COUNCIL CHAMBERS**

Present:	Councillor Marc Lefebvre, Chair	City of Parksville
	Fred Manson	City of Parksville
	Mike Squire	City of Parksville
	Scott Churko	City of Parksville
	Councillor Barry Avis	Town of Qualicum Beach
	Bob Weir	Town of Qualicum Beach
	Mark Brown	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
	Amanda Haywood	Recording Secretary

CALL TO ORDER

M. Lefebvre called the meeting to order at 1:30 pm.

MOVED J. Stanhope, SECONDED B. Avis, that the March 22, 2010 Arrowsmith Water Services Management Committee agenda, be adopted.

CARRIED

MINUTES

MOVED J. Stanhope, SECONDED B. Avis, that the minutes from the meeting of the Arrowsmith Water Services Management Committee held January 12, 2010, be adopted.

CARRIED

AWS JOINT VENTURE AGREEMENT AMENDMENT

J. Finnie noted this report was brought forward from the January 12, 2010 Committee meeting as the Qualicum Beach Council requested time to discuss their involvement at their Strategic Planning Meeting. As the current Arrowsmith Water Service Joint Venture Agreement will expire March 31, 2010, it needs to be extended to reconfirm the partners commitment to the joint venture.

MOVED J. Stanhope, that the AWS Management Committee approve an extension of the Arrowsmith Water Service Joint Venture Agreement to March 31, 2011 and direct staff to prepare the necessary legal documents to amend the agreement.

NO SECONDER

MOVED B. Avis, SECONDED J. Stanhope, that Council of the Town of Qualicum Beach continue to participate in the Arrowsmith Water Service Joint Venture Partnership and direct their Representative to support a recommendation that the AWS management committee approve an extension of the Arrowsmith Water Service Joint Venture Agreement to March 31, 2011 and that staff prepare the necessary legal documents to amend the agreement.

CARRIED

ENGLISHMAN RIVER WATERSHED RECOVERY PLAN

J. Finnie noted this was in response to the Englishman River Watershed Recovery Plan delegation's request to the board at the January 12, 2010 AWS Committee meeting.

MOVED J. Stanhope, SECONDED B. Avis, that the staff report regarding the Englishman River Watershed Recovery Plan requests to the Arrowsmith Water Service Management Board dated January 12, 2010, be received for information.

CARRIED

NEW BUSINESS

M. Lefebvre spoke about the BC Water Act and asked, at a staff level, if there has been any participation in this water discussion. He thought the AWS was a good example, but didn't think the timeline was realistic. B. Avis agreed the Ministry was moving too quickly. M. Lefebvre and B. Avis agreed a letter should be written to the Ministry as well as the AVICC and UBCM, signed by the AWS committee to request more time. J. Finnie was asked to do up the letter by the end of March.

SPECIAL BUSINESS (CLOSED/IN CAMERA)

MOVED J. Stanhope, SECONDED B. Avis, that they proceed to a closed meeting.

CARRIED

ADJOURNMENT

Meeting adjourned at 2:23 PM.

NEXT MEETING

To be announced.

M. Lefebvre, Chairperson

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD TUESDAY, MAY 4, 2010
AT GABRIOLA WOMEN'S INSTITUTE HALL
6:30PM**

Attendance: Tom Cameron, Chair
Gisele Rudischer, Director, RDN Board
Jennifer MacLeod
Nancy Crozier
Catherine Williams
Cameron Murray

Staff: Lesya Fesiak, Parks Planner

CALL TO ORDER

Chair Cameron called the meeting to order at 6:45pm.

MINUTES

MOVED G. Rudischer, SECONDED T. Cameron, that the Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee be approved.

CARRIED

MOVED J. MacLeod, SECONDED G. Rudischer, that the minutes of the recording secretary become the minutes of record.

CARRIED

The secretary will circulate the minutes in draft form to the POSAC Committee for revision prior to submission to the Board and approval at the following meeting.

COMMUNICATIONS/CORRESPONDENCE

MOVED G. Rudischer, SECONDED C. Williams, that the Correspondence K. Marcus, Gabriola Land and Trails Trust, re: Potential Lease with MoT Trail Development Whalebone Drive Area, be received.

CARRIED

Stating a possible conflict in his role as president of the Gabriola Land and Trails Trust (GaLTT), Mr. Cameron stated he would abstain from voting on any GaLTT related issues.

BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE

MOVED G. Rudischer, SECONDED J. MacLeod, that staff provide a site assessment of the possible Whalebone Area trail, between Honeysuckle Lane and Wild Cherry Terrace, as indicated on the map received, and that this issue be included as an agenda item at the next Committee meeting.

CARRIED

REPORTS

707 Draft Management Plan Update

Ms. Fesiak stated once the final revisions to the 707 draft Management Plan are complete, the document will be presented to the Sub-Committee for review and to the public at an open house in June.

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

Ms. Fesiak briefly reviewed the Community Parks and Regional Parks and Trails projects for February and March. Ms. Fesiak noted the Coats Marsh Regional Park Management Plan Open House will be held in June and as the Tait Road subdivision project has changed, the Parks and Open Space Committee's response is no longer required.

MOVED J. MacLeod, SECONDED G. Rudischer, that the Reports be received.

CARRIED

ADJOURNMENT

MOVED G. Rudischer, SECONDED N. Crozier, that the meeting be adjourned at 9:15pm.

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES FROM THE REGULAR MEETING OF THE DRINKING WATER AND WATERSHED PROTECTION ADVISORY COMMITTEE

HELD ON MONDAY, JUNE 7, 2010 AT 12:30 PM
IN THE RDN BOARDROOM

Present:	Director J. Stanhope	Chairperson
	Joe Burnett	Director Electoral Area A
	Dave Bartram	Chairperson
	Gisele Rudischer	Director Electoral Area B
	Gilles Wendling	General Public Representative (South)
	Lynne Magee	Vancouver Island Health Authority
	Pat Lapcevic	Ministry of Environment
	Faye Smith	Environment Community Representative
	Alan Gilchrist	Academic Community Representative (VIU)
	Domenico Iannidinardo	Forest Industry Representative
	Ken Epps (Alternate)	Forest Industry Representative
	Bonaventure Thorburn	Water Purveyors' Representative
	Oliver Brandes	Academic Community Representative
	John Deniseger	Registered Professional Biologist Representative
	John Finnie	GM, Regional and Community Utilities, RDN
	Mike Donnelly	Manager of Water Services, RDN
	Christina Metherall	Drinking Water/Watershed Protection Coordinator, RDN
	Sara Ellis	Special Projects Assistant, RDN
	Sophie Waterman	Special Projects Assistant, RDN
	Erin Edwards	Special Projects Assistant, RDN
	Ping Tang	Sustainability Coordinator, RDN
	Bev Farkas	Recording Secretary
Regrets:	Shelley Bayne	Hydrogeology Representative
	Gordon Buckingham	General Public Representative (North)
	Makenzie Leine	Forest Industry Representative

CALL TO ORDER

The Chair called the meeting to order at 12:30 and introductions were made.

MINUTES

MOVED D. Bartram, SECONDED J. Burnett, that the minutes of the Drinking Water Watershed Protection Advisory Committee meeting of February 24, 2010 be adopted. CARRIED

REPORTS

Observation Well Network Progress (M. Donnelly)

M. Donnelly updated the committee on the Observation Well Network program noting the following:

- Grant money is available for installation of wells Monitoring of groundwater wells
- Wells will be monitored by MOE
- Field investigations taking place for potential well sites
- Met with groundwater professionals March 30 to identify concerns and data gaps
- Presented existing well network map and potential locations
- MOE will be taking over observation wells
- Density of septic tanks in Area H may mean that a water quality survey is more beneficial here than observation wells
- Next year Phase II looks at alternative locations
- Described locations where wells would be drilled, existing wells would be instrumented with monitoring equipment, and where other potential actions would be taken

Results of Groundwater Professional Meeting and Technical Roundtable Workshop (C.Metherall)

The Groundwater Professionals meeting of March 30 and Technical Roundtable Workshop of May 18 were discussed and the committee members reviewed threats and concerns identified at the roundtable workshop. *The documents together with the maps will be made available digitally for the committee members.*

Team WaterSmart Municipal Partnerships and activities (C.Metherall)

C. Metherall informed the committee that the municipal partners are actively participating in the Team WaterSmart program and reviewed activities planned for the summer including an irrigation audit for high water users. A method of measuring high water users on Gabriola Island is still to be determined. There are a number of community events planned for the summer months including three Community Workshops to engage residents in the Drinking Water and Watershed Protection Program. The schedule of these workshops will be emailed to committee members who were encouraged to attend.

Mid Vancouver Island Habitat Enhancement Society Phase 1 Report and Request for Phase 2 Funding (M.Donnelly)

The Phase 1 report was distributed to the committee for review together with a draft report to the RDN Board recommending that the RDN support a request from MVIHES for funding for Phase 2.

J. Deniseger advised that MOE are working with the RDN on surface water quality monitoring and the MVIHES study would compliment that work; he therefore strongly supports this recommendation.

MOVED D. Bartram, SECONDED J. Burnett that the Drinking Water and Watershed Protection Advisory Committee support partial funding to MVIHES for Phase 2 of the “Lower Englishman River Watershed – Groundwater and Surface water Interaction study” in the amount of \$4,000, and that the funding be provided from the Drinking Water and Watershed Protection Volunteer Support budget. CARRIED

Status of First Nations Involvement and Consultation (J.Finnie)

J. Finnie informed the committee that while First Nations are not currently represented on the Drinking Water and Watershed Protection Advisory Committee, efforts are underway to meet with band councils to provide them the opportunity for involvement and/or to gain information and benefit from the program.

OTHER

Chair Stanhope reiterated the importance of this committee and thanked members for their participation and valuable contributions to the committee.

ADJOURNMENT

The meeting was adjourned at 1:55 pm. The next meeting TBA.

Chairperson