

REGIONAL DISTRICT OF NANAIMO
REGULAR BOARD MEETING
TUESDAY, MAY 25, 2010
(immediately following the Hospital Board meeting)

(RDN Board Chambers)

A G E N D A

PAGES

1. **CALL TO ORDER**
 2. **DELEGATIONS**
12 **Sakari Rautiainen**, re Request to Support Area 'H' ALR Application.
 3. **BOARD MINUTES**
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 6. **UNFINISHED BUSINESS**
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- 33 - 41 **Report of the Public Hearing held May 11, 2010 on Amendment Bylaws No. 1055.04, 1148.06, 1152.04, 1335.04, 1400.02 & 1540.01.** (Electoral Area Directors except EA 'B' - One Vote)

That the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held Tuesday, May 11, 2010, together with all written submissions to the Public Hearing be received.

Bylaw No. 1055.04

(Electoral Area Directors except EA 'B' - One Vote)

1. That "*Regional District of Nanaimo East Wellington-Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.04, 2010*" be read a third time.

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. That "*Regional District of Nanaimo East Wellington-Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.04, 2010*" be adopted.

Bylaw No. 1148.06

(Electoral Area Directors except EA 'B' - One Vote)

1. That "*Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.06, 2010*" be read a third time.

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. That "*Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.06, 2010*" be adopted.

Bylaw No. 1152.04

(Electoral Area Directors except EA 'B' - One Vote)

1. That "*Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.04, 2010*" be read a third time.

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. That "*Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.04, 2010*" be adopted.

Bylaw No. 1335.04

(Electoral Area Directors except EA 'B' - One Vote)

1. That "*Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.04, 2010*" be read a third time.

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. That "*Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.04, 2010*" be adopted.

Bylaw No. 1400.02

(Electoral Area Directors except EA 'B' - One Vote)

1. *That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No, 1400.02, 2010" be read a third time.*

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. *That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No, 1400.02, 2010" be adopted.*

Bylaw No. 1540.01

(Electoral Area Directors except EA 'B' - One Vote)

1. *That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Amendment Bylaw No. 1540.01. 2010" be read a third time.*

(Electoral Area Directors except EA 'B' - 2/3 Vote)

2. *That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Amendment Bylaw No. 1540.01. 2010" be adopted.*

These bylaws amend the Official Community Plans for East Wellington - Pleasant Valley, Arrowsmith Benson - Cranberry Bright, Nanoose Bay & Areas 'F', 'G' & 'H' to include greenhouse gas emission targets.

For Adoption.

Bylaw No. 975.52. (All Directors – One Vote)

That "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.52, 2010" be adopted.

This bylaw amends the Pump & Haul service establishment bylaw by reducing the boundaries to exclude an Area 'E' property and by updating the legal description of an Area 'B' property.

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

42 - 43

Minutes of the Electoral Area Planning Committee meeting held May 11, 2010. (for information)

PLANNING

AMENDMENT APPLICATIONS

Bylaw No. 500.355 Zoning Amendment Application No. PL2009-211 - Keith Brown & Associates - Fielding Road - Area 'A'. (Electoral Area Directors except EA 'B' – One Vote)

- 1. That the Summary of the Public Information Meeting held on April 21, 2010 be received.*
- 2. That Application No. PL2009-211 to rezone the subject property from Residential 2 (RS2) to Industrial I (IN 1) be approved subject to the conditions included in Schedule No. 1.*
- 3. That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.355, 2010" be given 1st and 2nd reading.*
- 4. That the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.355, 2010" be delegated to Director Burnett or his alternate.*

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2010-063 - JE Anderson & Associates - Lee Road East - Area 'G'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. PL2010-063.

That the Development Variance Permit Application No. PL2010-063, be approved subject to the conditions outlined in Schedules No. 1 - 4.

Development Variance Permit Application No. PL2010-067 - Martin - 3581 Juriet Road - Area 'A'. (Electoral Area Directors except EA 'B' – One Vote)

Delegations wishing to speak to Development Variance Permit Application No. PL2010-067.

That the Development Variance Permit Application No. PL2010-067, be approved subject to the conditions outlined in Schedules No. 1 - 3.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

44 - 50

Minutes of the Committee of the Whole meeting held May 11, 2010. (for information)

COMMUNICATIONS/CORRESPONDENCE

Sally Barton, Bowser Seniors Housing Society, re Crown Land Application in Bowser Village Centre. (All Directors – One Vote)

That the correspondence from the Bowser Seniors Housing Society be received.

J. E. Harrison, City of Nanaimo, re RDN Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577, 2010. (All Directors – One Vote)

That the correspondence from the City of Nanaimo be received.

Christopher, Liliana, and Isabella Garbers, re Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - Addison - 2610 Myles Lake Road - Electoral Area 'C'. (All Directors – One Vote)

That the correspondence from Christopher, Liliana, and Isabella Garbers be received.

FINANCE AND INFORMATION SERVICES

FINANCE

2009 Audited Financial Statements. (All Directors – One Vote)

That the 2009 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.

2009 Statement of Financial Information. (All Directors – One Vote)

That the 2009 Financial Information Act report be received and approved and be forwarded to the Ministry of Community and Rural Development.

2009 Directors' & Committee Members' Remuneration & Expenses. (All Directors – One Vote)

That the 2009 report on remuneration and expenses for Board and Committee members be received.

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Building Bylaw Contravention - 2443 Arlington Road - Area 'E'. (All Directors – One Vote)

Delegations wishing to speak to Notice of Building Bylaw Contravention at 2443 Arlington Road - Area 'E'.

That staff be directed to register a Notice of Bylaw Contravention on title pursuant to Section 57 Community Charter and that legal action be taken if necessary to ensure "Lot 1, District Lot 79, Plan 6073, Nanoose District" is in compliance with "Regional District of Nanaimo Building Regulation & Fees Bylaw 1250, 2001 and Regional District of Nanaimo Land Use and Subdivision Bylaw 500, 1987".

Property Maintenance Contravention - 2307 Gould Road West - Area 'A'. (All Directors – One Vote)

Delegations wishing to speak to Property Maintenance Contravention at 2307 Gould Road West - Area 'A'.

That this item be referred back to staff for further review and that a report be prepared for the May 25th, 2010 Board meeting.

Property Maintenance Contravention - 225 DeCourcy Drive - Area 'B'. (All Directors – One Vote)

Delegations wishing to speak to Property Maintenance Contravention at 225 DeCourcy Drive - Area 'B'.

That the owners of the subject property be directed to remove from the premises those items as set out in the attached Resolution within fourteen (14) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.

Building Inspection Service - Public Consultation Plan for Proposed Expansion. (All Directors – One Vote)

That staff be directed to hold a series of satellite office openings and public information meetings in Electoral Areas 'A' & 'C', Electoral Area 'F' and Electoral 'H' in accordance with the schedule set-out in the report.

PLANNING

Regional Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - Addison - 2610 Myles Lake Road - Electoral Area 'C'. (All Directors – One Vote)

That the Board approve consideration for a site specific amendment to the Regional Growth Strategy to permit an Official Community Plan and zoning amendment that will decrease the minimum parcel size outside of the Urban Containment Boundary to enable an application for a proposed 4 parcel subdivision, minimum parcel size 5 acres, each with one house and dedicated path/trail to access Blind Lake Park.

RECREATION AND PARKS SERVICES

PARKS

Area 'H' Community Parks Service - Licence of Occupation Renewal for Water Access at Sunnybeach Road. (All Directors – Weighted Vote)

That the 2010-2015 Licence of Occupation with the Ministry of Transportation and Infrastructure for the purpose of continuing the operation of the Sunnybeach Road water access in Qualicum Bay (Electoral Area 'H') be approved.

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

RDN Wastewater Services - Annual Wastewater Treatment Facilities Report. (All Directors – One Vote)

That the 2009 Annual Wastewater Treatment Facilities Report be received for information.

Proposed Expansion of Surfside Sewer Service - Results of Property Owner Consultation. (All Directors – One Vote)

That the Board receive this report for information and that no further action on the Surfside Sanitary Sewer Collection System expansion be taken at this time.

WATER

RDN Water Services - Well Condition Assessment & Maintenance Plan. (All Directors – One Vote)

That the Board receive the Well Condition Assessment and Maintenance Plan staff report for information.

Proposed Acquisition of Whiskey Creek Water District. (All Directors – One Vote)

That the RDN petition the residents of the Whiskey Creek Water District to determine support for the RDN to acquire the Whiskey Creek Water District utility and staff report back to the RDN Board on the results of the petition process.

San Pareil Water Service - Expenditure of Funds from Security Issuing Bylaw No. 1395 for Replacement of Water Main. (All Directors – One Vote)

That a drawdown of up to \$17,000 from "Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004" for the

replacement of the water supply main from the system reservoir to the distribution piping network be approved.

COMMISSION, ADVISORY & SELECT COMMITTEE

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

1. *That the minutes of the District 69 Recreation Commission meeting held April 15, 2010 be received for information.*

Parksville, Qualicum Beach, EAs 'E', 'F' 'G' 'H' – Weighted Vote

2. *That the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.*
3. *That staff be directed to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Areas E, F, G and H and have won a Provincial, Western Canadian, National or World championship for the District 69 Recreation Commission's consideration.*
4. *That the District 69 Recreation Financial Assistance Program report be received as information.*

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

That the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held April 12, 2010 be received for information.

Grants-in-Aid Advisory Committee. (All Directors – One Vote)

That the minutes of the Grants-in-Aid Advisory Committee meeting held May 5, 2010 be received for information.

District 68 (Nanaimo, Lantzville, EAs 'A', 'B', 'C' – Weighted Vote)

That the following grants be awarded:

<i>Name of Organization</i>	<i>Amount Recommended</i>
<i>Hope Centre</i>	<i>\$ 500</i>
<i>Jonanco Hobby Workshop Association</i>	<i>\$ 460</i>
<i>Poetry Gabriola Society</i>	<i><u>\$ 1,000</u></i>
	<i><u>\$ 1,960</u></i>

District 69 (Parksville, Qualicum Beach, EAs ‘E’, ‘F’, ‘G’ ‘H’ – Weighted Vote)

That the following grants be awarded:

<i>Name of Organization</i>	<i>Amount Recommended</i>
<i>Arrowsmith Community Enhancement Society</i>	<i>\$ 1,500</i>
<i>Bow Horne Bay Community Club</i>	<i>\$ 800</i>
<i>Errington War Memorial Hall Association</i>	<i>\$ 1,300</i>
<i>Lighthouse Country Marine Rescue Society</i>	<i>\$ 1,500</i>
<i>Mount Arrowsmith Biosphere Foundation</i>	<i>\$ 700</i>
<i>Oceanside Volunteer Association</i>	<i>\$ 1,000</i>
<i>Parksville & District Association for Community Living</i>	<i>\$ 1,600</i>
<i>Vancouver Island Opera</i>	<i><u>\$ 1,000</u></i>
	<i><u>\$ 9,400</u></i>

Regional Solid Waste Advisory Committee. (All Directors – One Vote)

That the minutes of the Regional Solid Waste Advisory Committee meeting held April 22, 2010 be received for information.

Transit Select Committee. (All Directors – One Vote)

- 1. That the minutes of the Transit Select Committee meeting held April 22, 2010 be received for information.*
- 2. That staff be directed to send a letter to BC Transit regarding the RDN Board’s interest in participating in a pilot study that would explore the benefits of using natural gas vehicles for Transit.*
- 3. That staff be directed to send a letter to BC Transit requesting that older buses in the RDN Transit System be replaced by the newer more efficient Olympic buses.*

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Sally Barton, Bowser Seniors Housing Society, re Seniors Housing and Our Crown Land Application in Bowser Village Centre. (All Directors – One Vote)

That the Board directs staff to meet with the Bowser Seniors Housing Society Executive to discuss and if possible negotiate a partnership between the RDN and the Bowser Senior Housing Society to apply for a Free Crown Grant for two lots of Crown Land that are within the boundary of the Bowser Village Centre, and then if successful, to lease part of those two lots to the Bowser Seniors Housing Society for the purposes of building an independent-supportive seniors housing facility.

NEW BUSINESS

J. E. Harrison, City of Nanaimo, re RDN Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577, 2010. (All Directors – One Vote)

That this item be referred back to staff for a report.

7.3 EXECUTIVE STANDING COMMITTEE

7.4 COMMISSIONS

7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Regional Agricultural Advisory Committee. (All Directors – One Vote)

51 - 52 Minutes of the Agricultural Advisory Committee meeting held April 30, 2010. (for information)

Transit Select Committee. (All Directors – One Vote)

53 - 76 Minutes of the Transit Select Committee meeting held May 13, 2010. (for information)

That the 210/2011 AOA with BC Transit be held in abeyance until a discussion is held with the President and CEO of BC Transit, regarding the increase in BC Transit's management fees.

8. ADMINISTRATOR'S REPORTS

77 - 80 Open Burning - Provincial Regulation Changes. (All Directors – One Vote)

81 - 97 Property Maintenance Contravention Update - 2307 Gould Road West - Area 'A'. (All Directors – One Vote)

98 - 100 Solid Waste Disposal Service – Contract Award for Supply & Distribution of Green Bins. (All Directors - Weighted Vote)

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

Electoral Area 'B' Parks and Open Space Advisory Committee. (verbal report Director Rudischer)

12. BOARD INFORMATION (Separate enclosure on blue paper)

13. ADJOURNMENT

14. IN CAMERA

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

From: Heather Vallance [mailto:sadsak@shaw.ca]
Sent: May 18, 2010 8:56 AM
To: Armstrong, Jane
Subject: Legislative Coordinator

Our title "Time for us to be counted" and we would like to appear before the board on the 25th of May.

Sakari Rautiainen, will be the speaker
2450 Whistler Rd West
Qualicum Beach, BC
250-752-2025
sadsak@shaw.ca

This is a last ditch attempt to get support to follow the zoning by-laws and get the political ok to the ALC in order to subdivide our property. At this point we have to sell.

Catherine Orban will be doing a power point presentation to explain the agricultural capabilities of our area

I have all the copies of my letter and a report from Diane Katz for the board also.

Please let me know if there is further information I should be giving you.

If I am missing something please let me know asap.

Heather Vallance

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, APRIL 27, 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 E. Mayne	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Kipp	City of Nanaimo

Also in Attendance:

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

DELEGATIONS

John Ortynsky, Nanaimo Marine Rescue Society, re Acceptance of RDN Grant-In-Aid.

Mr. Ortynsky did not attend the meeting.

MOVED Director Westbrook, SECONDED Director Bartram, that the late delegations be permitted to speak.

CARRIED

Dianne Eddy, Mapleguard Ratepayers' Association, re Building Inspection and Permits in Rural Electoral Areas.

Ms. Eddy spoke in opposition of building inspection and permits in Rural Areas.

Jim Fyfe, re Proposed Building Inspection Bylaw for Area 'F'.

Mr. Fyfe voiced his opposition of building inspection that is proposed for Area 'F'.

Jack McLean, re Implications of Building Inspection for Area 'F'.

Mr. McLean spoke against the implementation of building inspection in Area 'F'.

Gary Tenant, Spider Lake Community Association, re Area 'H' Building Inspection.

Mr. Tenant advised the Board that residents of the Spider Lake area did not agree with the proposed building inspection service in Area 'H'.

Steve Vogel, re Expansion of Building Inspection Service.

Mr. Vogel opposed the expansion of building inspection services for the electoral areas.

COMMUNICATIONS/CORRESPONDENCE

Don Bray, re Building Inspection at Horne Lake.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from Don Bray regarding Building Inspection at Horne Lake be received.

CARRIED

Ron Drewery, Owners of Strata Pan VIS 5160 Horne Lake Community, re Expansion of Inspection Service.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from Ron Drewery, Owners of Strata Pan VIS 5160 Horne Lake Community, regarding expansion of Building Inspection Service be received.

CARRIED

Christine Farah, re Building Inspection in Area 'H'.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from Christine Farah regarding Building Inspection in Area 'H' be received.

CARRIED

Allen Louy, re Building Inspection in Area 'H'.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from Allen Louy regarding Building Inspection in Area 'H' be received.

CARRIED

Dave Munro, re Building Inspection & Building Codes in Area 'F'.

MOVED Director Westbrook, SECONDED Director Bartram, that the correspondence from Dave Munro regarding Building Inspection & Building Codes in Area 'F' be received.

CARRIED

Greta & Peter Taylor, re Building Inspection in Area 'H'.

MOVED Director Westbrook, SECONDED Director Bartram, that the correspondence from Greta & Peter Taylor regarding Building Inspection in Area 'H' be received.

CARRIED

Roger & Leslie Williamson, re Building Inspection in Area 'H'.

MOVED Director Westbrook, SECONDED Director Bartram, that the correspondence from Roger & Leslie Williamson regarding Building Inspection in Area 'H' be received.

CARRIED

Chris Wilson, re Building Inspection in Area 'H'.

MOVED Director Westbrook, SECONDED Director Bartram, that the correspondence from Chris Wilson regarding Building Inspection in Area 'H' be received.

CARRIED

BOARD MINUTES

MOVED Director McNabb, SECONDED Director Holme, that the minutes of the regular Board meeting held March 23, 2010 be adopted.

CARRIED

UNFINISHED BUSINESS

BYLAWS

Public Hearing & Third Reading.

Report of the Public Hearing Held March 16, 2010 on Bylaw No. 1335.03 - Amends the Electoral Area 'H' Official Community Plan to Include Bowser Village Centre Plan.

MOVED Director Bartram, SECONDED Director Holme, that the Report of the Public Hearing containing the oral and written submissions to the Public Hearing held Tuesday, March 16, 2010, together with all written submissions received prior to the Public Hearing on "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.03, 2010" be received.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.03, 2010" be granted 3rd reading with amendments as outlined in Schedule No. 1 of the staff report.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that the “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Amendment Bylaw No. 1335.03, 2010” be forwarded to the Ministry of Community and Rural Development for consideration of approval.

CARRIED

For Adoption.

Bylaw No. 787.13.

MOVED Director Holme, SECONDED Director Holdom, that “Regional District of Nanaimo Building Inspection Extended Service Bylaw Amendment Bylaw No. 787.13, 2010” be adopted.

MOVED Director Young, SECONDED Director Rudischer, that “Regional District of Nanaimo Building Inspection Extended Service Bylaw Amendment Bylaw No. 787.13, 2010” be tabled until further discussion and public consultation has occurred.

CARRIED

Bylaw No. 1250.05.

MOVED Director Young, SECONDED Director Rudischer, that “Regional District of Nanaimo Building Regulations Amendment Bylaw No. 1250.05, 2010” be tabled until further discussion and public consultation has occurred.

CARRIED

Bylaw No. 1595.

MOVED Director Young, SECONDED Director Rudischer, that “Regional District of Nanaimo Building Regulation Fees and Charges Bylaw No. 1595, 2010” be tabled until further discussion and public consultation has occurred.

CARRIED

Bylaw No. 803.05.

MOVED Director Holme, SECONDED Director Johnstone, that “Electoral Area ‘E’ Community Parks Local Service Amendment Bylaw No. 803.05, 2010” be adopted.

CARRIED

Bylaw No. 1124.10.

MOVED Director Holme, SECONDED Director Bestwick, that “Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.10, 2009” be adopted.

CARRIED

Bylaw No. 889.54.

MOVED Director Holme, SECONDED Director Bestwick, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.54, 2009” be adopted.

CARRIED

Bylaw No. 1021.08.

MOVED Director Holme, SECONDED Director Bestwick, that “Pacific Shores Sewer Local Service Area Boundary Amendment Bylaw No. 1021.08, 2010” be adopted.

CARRIED

Bylaw No. 889.55.

MOVED Director Holme, SECONDED Director Bestwick, that "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.55, 2010" be adopted.

CARRIED

Bylaw No. 1231.02.

MOVED Director Holme, SECONDED Director Johnstone, that "Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.02, 2010" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

MOVED Director Bartram, SECONDED Director Burnett, that the minutes of the Electoral Area Planning Committee meeting held April 13, 2010 be received for information.

CARRIED

PLANNING

DEVELOPMENT PERMIT APPLICATIONS

Development Permit Application No. PL2009-080 - Fern Road Consulting Ltd. - 5229 Island Highway West - Area 'H'.

MOVED Director Bartram, SECONDED Director Young, that Schedule No. 1 be amended to include the following as item 5:

"Prior to development of the site the applicants must obtain the required archaeological approvals or permits from the Archaeology Branch of the Ministry of Tourism, Culture and the Arts".

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2009-080, to construct a dwelling unit, be approved subject to the conditions outlined in Schedules No. 1-3.

CARRIED

Development Permit Application No. PL2009-825 & Request for Frontage Relaxation - Elbe - 6208 Island Highway West - Area 'H'.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2009-825, in conjunction with a two lot subdivision be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the request to relax the minimum 10% perimeter frontage requirement for proposed remainder of Lot A be approved.

CARRIED

Development Permit Application No. PL2010-018 - Mason - Charlton Drive - Area 'H'.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2010-018, to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1-3.

CARRIED

Development Permit Application No. PL2010-041 - Oceanside Design - 44 Bowser Road - Area 'H'.

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2010-041, to permit the construction of an accessory building and additions to an existing dwelling unit be approved, subject to the conditions outlined in Schedule No. 1.

CARRIED

Development Permit Application No. PL2010-053 - Fern Road Consulting Ltd. - McFeely Drive - Area 'G'.

MOVED Director Bartram, SECONDED Director Burnett, that Schedule No. 1 be amended to remove item 4 and replace it with the following:

"Staff shall withhold the issuance of this permit until the applicant, at the applicant's expense, registers a Section 219 covenant that registers the Geotechnical Assessment prepared by Simpson Geotechnical Ltd. dated February 26, 2010 and includes a save harmless clause that releases the Regional District of Nanaimo from all losses and damages as a result of erosion and/or flooding".

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that Development Permit Application No. PL2010-053, to permit the construction of a dwelling unit, be approved subject to the conditions outlined in Schedules No. 1-3.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variances Application No. PL2009-071 - Delinea Design Consultants Ltd. - 1866 Cedar Road - Area 'A'.

MOVED Director Burnett, SECONDED Director Bartram, that the Development Permit with Variances Application No. PL2009-071 to permit the construction of a beer and wine store be approved subject to the conditions outlined in Schedules No. 1-4.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2010-043 - Lyon - 3391 Blueback Drive - Area 'E'.

MOVED Director Bartram, SECONDED Director Burnett, that Development Variance Permit Application No. PL2010-043 to vary the setback to the sea and the setback to the front lot line be approved subject to the conditions outlined in Schedules No. 1- 4.

CARRIED

Development Variance Permit Application No. PL2010-044 - Craggs - 1359 Lundine Lane – Area 'G'.

MOVED Director Bartram, SECONDED Director Burnett, that the Development Variance Permit Application No. PL2010-044 be approved subject to the conditions outlined in Schedules No. 1 – 3.

CARRIED

Development Variance Permit Application No. PL2010-055 - Vectis Ventures - 1917 Bonito Crescent - Area 'E'.

MOVED Director Holme, SECONDED Director Bartram, that the Development Variance Permit Application No. PL2010-055, be approved subject to the conditions outlined in Schedules No. 1 – 3.

CARRIED

Development Variance Permit Application No. PL2010-057 - JE Anderson & Associates - 230 & 238 Kenmuir Road - Area 'H'.

MOVED Director Holme, SECONDED Director Bartram, that Development Variance Permit Application No. PL2010-057 to vary the parcel averaging provisions in conjunction with a phased four lot subdivision be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

OTHER

Bylaws No. 1055.04, 1148.06, 1400.02, 1152.04, 1540.01 & 1335.04 - Amend Official Community Plans for East Wellington - Pleasant Valley, Arrowsmith Benson - Cranberry Bright, Nanoose Bay & Areas 'F', 'G' & 'H' to Include Greenhouse Gas Emission Targets.

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo East Wellington-Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.04, 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.06, 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No, 1400.02, 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.04, 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Amendment Bylaw No. 1540.01. 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that “Regional District of Nanaimo Electoral Area ‘H’ Official Community Plan Amendment Bylaw No. 1335.04, 2010” be given 1st and 2nd reading.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that Bylaws No. 1055.04, 1148.06, 1400.02, 1152.04, 1540.01 and 1335.04 have been considered in conjunction with the Regional District of Nanaimo’s Financial Plan and Waste Management Plans and Regional Growth Strategy to ensure consistency between them.

CARRIED

MOVED Director Bartram, SECONDED Director Holme, that Bylaws No. 1055.04, 1148.06, 1400.02, 1152.04, 1540.01 and 1335.04, 2010 proceed to Public Hearing.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

MOVED Director Holdom, SECONDED Director Westbrook, that minutes of the Committee of the Whole meeting held April 13, 2010 be received for information.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Funding/Regional Services Review.

MOVED Director Westbrook, SECONDED Director Mayne, that the correspondence from the Town of Qualicum Beach be received.

CARRIED

Howard Waldner, Vancouver Island Health Authority, re Grant to Support Capacity Building for Homelessness.

MOVED Director Westbrook, SECONDED Director Mayne, that the correspondence from the Vancouver Island Health Authority be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Cell Tower Proposal - Greater Nanaimo Pollution Control Centre.

MOVED Director Holme, SECONDED Director Bestwick, that staff be authorized to negotiate a cellular tower location agreement with Cascadia Tower.

CARRIED

Bylaws No. 821.08, 964.05, 991.03, 1022.07, 1385.06 & 1439.03 - Amend the Errington, Dashwood, Nanoose, Coombs Hilliers, Bow Horn Bay and Extension Fire Protection Service Establishment Bylaws to Include Rescue Services.

MOVED Director Holme, SECONDED Director Biggemann, that "Errington Fire Protection Service Amendment Bylaw No. 821.08, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that "Dashwood Fire Protection Service Amendment Bylaw No. 964.05, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that "Nanoose Fire Protection Service Amendment Bylaw No. 991.03, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that "Coombs Hilliers Fire Protection Service Amendment Bylaw No. 1022.07, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that "Bow Horn Bay Fire Protection Service Amendment Bylaw No. 1385.06, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Biggemann, that "Extension Fire Protection Service Amendment Bylaw No. 1439.03, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Building Inspection Service - Communication Plan for Expansion.

This item was referred back to staff.

PLANNING

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

MOVED Director Burnett, SECONDED Director Young, 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 Young, 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 Young, 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 Young, 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

TELUS Cell Tower Proposal - 3805 Melrose Road in Area 'F'.

MOVED Director Burnett, SECONDED Director Biggemann , that as telecommunications towers are federally regulated and not subject to zoning and as the applicant has followed the public consultation process established by Industry Canada, that the Board provide no comments with respect to the proposed tower.

CARRIED

Cell Tower Proposal - Errington Fire Department.

MOVED Director Biggemann, SECONDED Director Ruttan, that the Regional District of Nanaimo Board decline the proposal as presented by the Errington Fire Department.

CARRIED

RECREATION AND PARKS SERVICES

RECREATION

Bylaw No. 1599 - Establishes a Reserve Fund for the Electoral Area 'A' Recreation & Culture Service.

MOVED Director Burnett, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Reserve Fund Establishment Bylaw No. 1599, 2010" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Reserve Fund Establishment Bylaw No. 1599, 2010" be adopted.

CARRIED

Oceanside Place Arena - Release of Reserve Funds for Capital Equipment Replacement.

MOVED Director Westbroek, SECONDED Director Mayne, that \$8,450 be released from the reserve fund for Oceanside Place to fund the replacement of a domestic hot water boiler.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

Bylaw No. 975.52 - Reduces the Boundaries of the Pump & Haul Service by Excluding An Area 'E' Property and Amending a Legal Description for An Area 'B' Property.

MOVED Director Holme, SECONDED Director Bartram, that the boundaries of the "Regional District of Nanaimo Pump and Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot 69, District Lot 68, Plan 30341, Nanoose District (Electoral Area 'E').

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that the legal description for Lot 177, Section 31, Plan 17658, Nanaimo Land District (Electoral Area 'B') be replaced with Lot A, Section 31, Plan VIP84225, Gabriola Island, Nanaimo District (Electoral Area 'B') in Schedule A of the "Regional District of Nanaimo Pump and Haul Local Service Establishment Bylaw No. 975, 1995".

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that the "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.52, 2010" be introduced and read three times.

CARRIED

Bylaws No. 813.44 & 889.56 - Amend the French Creek & Northern Community Sewer Services to Include An Area 'G' Property.

MOVED Director Westbroek, SECONDED Director Bartram, that "French Creek Sewer Local Service Area Amendment Bylaw No. 813.44, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Bartram, that "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.56, 2010" be introduced and read three times.

CARRIED

SepticSmart Education Program - Progress Report.

MOVED Director Holme, SECONDED Director Burnett, that the Board receives the program update for the SepticSmart Education Program for information.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that the Board direct staff to send a letter to VIHA for continued assistance with SepticSmart workshops.

CARRIED

Northern Community Sewer Service - Contract Award & Release of Reserve Funds for Centrifuge Purchase.

MOVED Director Holme, SECONDED Director Mayne, that Alfa Laval be awarded the centrifuge supply contract for the French Creek Pollution Control Centre Dewatering Upgrade Project for the amount of \$358,129.

CARRIED

MOVED Director Holme, SECONDED Director Mayne, that funds from the Northern Community Development Cost Charge Reserve Fund be used for the French Creek Pollution Control Centre Dewatering Upgrade Project.

CARRIED

WATER

Rainwater Management Current Practices Review.

MOVED Director Bartram, SECONDED Director Mayne, that the Board receive the Rainwater Management Current Practices Review report for information.

CARRIED

Bylaw No. 1598 - Repeals Redundant Regulations & Rates Bylaws for Amalgamated Nanoose Bay Peninsula Water Services.

MOVED Director Holme, SECONDED Director Johnstone, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Regulations and Rates Repeal Bylaw No. 1598, 2010" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Regulations and Rates Repeal Bylaw No. 1598, 2010" be adopted.

CARRIED

Nanoose Bay and French Creek Bulk Water Services - Arrowsmith Water Service Joint Venture Agreement Amendment.

MOVED Director Mayne, SECONDED Director Westbrook, that the Regional District of Nanaimo approve the extension of the Arrowsmith Water Service Joint Venture Agreement for a one year term to March 31, 2011.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Bylaw No. 1591 - Rates & Regulations Bylaw for the Solid Waste Collection & Recycling Service.

MOVED Director Westbrook, SECONDED Director Holdom, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Haime, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010" having received three readings be adopted.

CARRIED

Solid Waste Disposal Service - Reserve Fund Bylaw No. 1600, Green Bin Purchase, Financial Plan Amendment Bylaw No. 1597.01.

Bylaw No. 1600.

MOVED Director Westbrook, SECONDED Director Haime, that "Regional District of Nanaimo Solid Waste Disposal Service Reserve Fund Establishment Bylaw No. 1600, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Haime, that "Regional District of Nanaimo Solid Waste Disposal Service Reserve Fund Establishment Bylaw No. 1600, 2010" be adopted.

CARRIED

Reserve Fund Expenditure.

MOVED Director Westbrook, SECONDED Director Haime, that up to \$1,857,000 for the purchase and distribution of green bins be authorized as an expenditure from the Solid Waste Disposal Service Reserve Fund.

CARRIED

Bylaw No. 1597.01.

MOVED Director Westbrook, SECONDED Director Ruttan, that "Regional District of Nanaimo 2010 to 2014 Financial Plan Amendment Bylaw No. 1597.01, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbrook, SECONDED Director Ruttan, that "Regional District of Nanaimo 2010 to 2014 Financial Plan Amendment Bylaw No. 1597.01, 2010" be adopted.

CARRIED

2009 Illegal Dumping and Landfill Bans Enforcement Report.

MOVED Director Westbrook, SECONDED Director Mayne, that the Board receive the 2009 Illegal Dumping Prevention Program and Landfill Bans report for information.

CARRIED

Solid Waste Disposal Service - Tender Award for Landfill Rubber Tire Loader.

MOVED Director Westbrook, SECONDED Director Haime, that the Regional District of Nanaimo award the supply of a new rubber tire loader, type Volvo L60F, to Great West Equipment for the tendered amount of \$166,600 plus applicable taxes including the guaranteed buyback, the supply of a four year extended warranty and a four year maintenance package as included in the tender.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

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

MOVED Director Burnett, SECONDED Director Ruttan, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held March 17, 2010 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director Kipp, that staff contact School District #68 to explore issues and possible solutions for resurfacing the South Wellington Elementary and North Cedar Intermediate School outdoor courts, and to address the multi-use application of the courts.

CARRIED

MOVED Director Burnett, SECONDED Director Ruttan, that the following Electoral Area 'A' Recreation and Culture Grant-In-Aid applications be approved:

<i>Community Group</i>	<i>Amount Recommended</i>
Cedar Family of Community Schools	\$ 896
Cedar Community Hall Association	\$ 1,500
Yellow Point Drama Group	\$ 1,007
South Wellington Elementary PAC	\$ 443

CARRIED

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

MOVED Director Rudischer, SECONDED Director Bartram, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held February 2, 2010 be received for information.

CARRIED

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

MOVED Director Biggemann, SECONDED Director Ruttan, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held February 22, 2010 be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Funding/Regional Services Review.

MOVED Director Westbroek, SECONDED Director Johnstone, that staff prepare a report on the options and implications of undertaking a regional services review, including specifically, the request by the Town of Qualicum Beach to support regional funding for the Qualicum Beach Airport and to explore economic development and recreation capital facilities.

CARRIED

Howard Waldner, Vancouver Island Health Authority, re Grant to Support Capacity Building for Homelessness.

MOVED Director Westbroek, SECONDED Director Young, that staff prepare a report to consider the financial breakdown of the grant from the Vancouver Island Health Authority.

CARRIED

SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS

Regional Liquid Waste Advisory Committee.

MOVED Director Holme, SECONDED Director Ruttan, that minutes of the Regional Liquid Waste Advisory Committee meeting held April 1, 2010, be received for information.

CARRIED

Regional Parks & Trails Advisory Committee.

MOVED Director McNabb, SECONDED Director Ruttan, that minutes of the Regional Parks & Trails Advisory Committee meeting held April 6, 2010, be received for information.

CARRIED

MOVED Director McNabb, SECONDED Director Johnstone, that 2010 - 2015 licence renewal agreement with Island Timberlands for the upper portion of the Arrowsmith CPR Regional Trail be approved.

CARRIED

Emergency Management Select Committee.

MOVED Director Bartram, SECONDED Director Kipp, that the minutes of the Emergency Management Select Committee meeting held April 13, 2010, be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Rudischer, that the Gabriola Island Emergency Social Services Director agreement between the Regional District of Nanaimo and Nancy Rowan be approved for a one year term commencing January 1, 2010, and ending December 31, 2010.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the Cedar/Extension Emergency Social Services Director agreement between the Regional District of Nanaimo and Andrea Bonkowski be approved for a one year term commencing January 1, 2010, and ending December 31, 2010.

CARRIED

MOVED Director Bartram, SECONDED Director Burnett, that the 2010 Neighborhood Emergency Preparedness Facilitator agreement between the Regional District of Nanaimo and Mr. Robert Dendoff be approved for a one year term commencing May 1st, 2010 and ending on April 30th, 2011.

CARRIED

MOVED Director Bartram, SECONDED Director Ruttan, that the Board receive and accept the Community Wildfire Protection Plan recommendations in principle.

CARRIED

MOVED Director Bartram, SECONDED Director Johnstone, that staff be directed to develop policy, for the Board's consideration, on the implementation of Community Wildfire Protection Plan recommendations.

CARRIED

ADMINISTRATOR'S REPORTS

Water Act Modernization - Discussion Paper Submission.

MOVED Director Bartram, SECONDED Director Burnett, that the Board receive the Water Act Modernization staff report for information and submit the RDN Submission to the Water Act Modernization Review to the Ministry of Environment.

CARRIED

Solar BC - Solar Community Application.

MOVED Director Burnett, SECONDED Director Young, that the Regional District of Nanaimo Board of Directors provide a resolution supporting the RDN-Member Municipality grant application to become a SolarBC Solar Community.

CARRIED

Animal Control Services - Appointment of Animal Control Officer.

MOVED Director Mayne, SECONDED Director Holme, that Cheryl Dee Zanchetta of Coastal Animal Control Services of BC Limited be appointed as a Bylaw Enforcement Officer for the specific purpose of enforcing Regional District of Nanaimo Animal Control and Licensing Bylaws.

CARRIED

NEW BUSINESS

MOVED Director Holdom, SECONDED Director Johnstone, that the Regional District of Nanaimo agrees in principle to accepting into the RDN sewer trunk and treatment facilities (via the City of Nanaimo sewer system) sewage from Snuneymuxw First Nation Reserve #4, subject to the terms and conditions of a Sewer Agreement to be executed between the Regional District of Nanaimo and Snuneymuxw First Nation.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 8:18 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION

Burgoyne, Linda

From: Janet Dunnett [janetdunnett@shaw.ca]
Sent: Thursday, May 13, 2010 10:07 AM
To: Burgoyne, Linda
Cc: mayor@qualicumbeach.com
Subject: Request for support from RDN for youth to attend a Business meeting
Attachments: RDN request Chamber Meeting.doc

Dear Ms. Burgoyne,

Attached is a letter for your action. It seeks support for 12 individuals working with the Youth Action Committee of the Parksville Qualicum Community Foundation (Called The Hand).

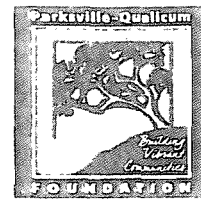
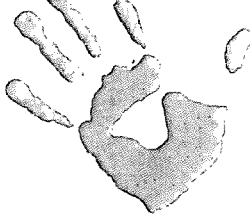
At their meeting last week with Elected Representatives of District 69, to share their findings after a year of exploration about what makes "the youth friendly community", they were invited to present their story to the Combined Meeting of the Chambers of Commerce happening next Wednesday May 19th.

Unfortunately, attending this meeting, in any meaningful way, ie. allowing them to network with the Business people attending, (even with an invitation), requires each of them to pay \$30. This is a barrier they cannot surmount. The cost of covering the right to have an information table of \$50 has been covered. The further individual entry costs are more than the budget can accomodate. Therefore, the youth have been advised to seek the support of the RDN so that the youth may be enabled to communicate their findings. The possibility is very opportune. The proposed youth delegation made a significant difference attending the "Let's Talk" event, which drew more than 100 community people to talk community transformation.

Many thanks for considering this request for support totalling \$360 (\$30 x 12).

Janet Dunnett
Youth Ally (and director of the Community Foundation)

RDN		
CAO	<input checked="" type="checkbox"/>	GMR&PS
GMDS		GMT&SWS
GMF&IS		GMWWWS
MAY 13 2010		
SMCA		BOARD <input checked="" type="checkbox"/>
CHAIR		Coyles



Ms. Linda Burgoyne
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

174 Railway Street
Qualicum Beach, BC, V9K 1K7

May 13th, 2010

Dear Ms. Burgoyne,

Re: Request for Youth Support to Present to Combined Chambers of Commerce

The Youth Action Committee of the Parksville Qualicum Community Foundation, (called, **The Hand**) has been invited to present the story of their year long conversations with the community about creation of a “youth friendly” community by the combined Chambers of Commerce of Parksville and Qualicum Beach.

The youth are more than ready to respond to this invitation, because they have identified a direction for youth engagement with the community that is both positive and achievable. For your information I am attaching the most recent media, related to the Youth invitation to elected representatives to join them for a conversation about community and how to build it.
<http://www.bclocalnews.com/community/93330284.html?mobile=true>

There is a problem however. The youth, and the two mentors who would drive them to get to this joint gathering of the Chambers of Commerce, assist them to prepare to tell their story and network effectively, are all low income. None could accept this invitation without assistance to pay for the \$30 per person cost to attend the event. A benefactor has covered the \$50 cost to have an information table at this important networking gathering. However, there is no further support available for the \$360 (\$30 x 12). Without support, the youth would not be able to share their important findings with the business community, at a key time where doors are opening for change on a number of fronts. The Hand have agreed to a delegation of those among them who have been most dedicated to the dialogue portion of the Hand’s work in the community, and who participated in the “Let’s Talk” Citizens Forum held May 13, 2010.

The request is for a grant of \$360 that would be used to support the entry fee of our youth delegation to the combined Chamber of Commerce meeting.

Your early attention to this would be most appreciated, since the Chamber of Commerce is hoping for an early response to their invitation.

Yours truly,

Janet Dunnett
Please make further contact with Board Member and Youth Mentor Rebecca Ryane (250-2406026)

cc. Teunis Westbroek, Mayor of Qualicum Beach

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PARKSVILLE QUALICUM NEWS

Giving youth a Hand up

By Auren Ruvinsky - Parksville Qualicum Beach News

Published: May 10, 2010 4:00 PM

Updated: May 10, 2010 4:07 PM



Alicia Vanin, co-chair of of The Hand youth group introduces the topic during the dialogue with elected officials at the Young Arts Market in Parksville last Wednesday.

The fourth and final dialogue between youth and various adult groups took place at the Youth Arts Market (YAM) in Parksville last Wednesday afternoon.

Alicia Vanin, co-chair of The Hand, the youth action committee of the the Parksville Qualicum Community Foundation, said they have been undertaking a year long project to describe a "youth friendly community" and brainstorm how to make it happen.

In previous dialogues The Hand talked to business groups, organizations and citizens at the Health and Wellness Fair and through the collaborative Youth LINK they kept adults informed of their discoveries.

Vanin said what they want for a youth-friendly community is simple and is much like what seniors want — to be engaged, safe, healthy, mobile and learning for life.

She said they are finding common ground in these dialogues and now they are "looking for possibilities for common action to build a community that is friendly for all who live here."

"It is an appreciative enquiry to lay the path to a more wholesome community dialogue," Vanin said just before the start of the latest gathering.

The idea of the session was "to further develop the raw data from the youth conference to make the community more beneficial for youth."

Vanin said they particularly want to bridge the gap with seniors, who they feel they have a lot in common with, but are still very segregated from.

The dialogue was set up to be casual and comforting, like a cafe chat, Vanin said, with a group session followed by smaller group discussions focusing on the question "what do you think we can do together to make this a better place for youth?"

They invited elected officials from across the region including the mayors and councils of Parksville, Qualicum Beach, the regional district and school district as well as the general public.

The year long project will end with a June 12 youth event at the Errington Hall and Parksville Community Park, a celebration of community, in the form of a Venetian style masquerade and carnival.

writer@pqbnews.com

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CAP APPROVAL	
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BOARD	✓ May 25 '10

MEMORANDUM

TO: Paul Thompson
Manager of Long Range Planning

DATE: May 12, 2010

FROM: Stephen Boogaards
Planner

FILE: 6480 01

SUBJECT: Greenhouse Gas Emission Targets in Official Community Plans 3rd Reading and Adoption - Bylaw No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010, 1335.04, 2010

PURPOSE

To receive the Report of the Public Hearing containing the Summary of the Minutes and Submissions of the Public Hearing held on May 11, 2010, and further, to consider Bylaw No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010, 1335.04, 2010 for 3rd reading and adoption.

BACKGROUND

The Regional District of Nanaimo is required by provincial legislation to include greenhouse gas emission(GHG) reduction targets in all of its official community plans (OCP) by May 31, 2010. To meet this requirement by the deadline the RDN has decided to adopt the provincial government targets of reducing the 2007 GHG emission levels by 33% by 2020 and by 80% by 2050. General policies and actions on how GHG emissions will be reduced have also been added to the OCPs. Each OCP will be revisited at a later date to include more detailed, area specific targets, policies and actions after public consultation and the results of the Community Energy and Emissions Plan are available.

The Regional Board granted 1st and 2nd reading to Bylaws No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010 and 1335.04, 2010 at its regular meeting held on April 27th, 2010.

Bylaw Referrals

The Bylaw was referred to the Ministry of Community and Rural Development, Nanoose First Nation, Agricultural Land Commission, BC Hydro, Sliammon First Nation, BC Transit, Ministry of Energy, Mines and Petroleum Resources, Ministry of the Environment, Stz'uminus First Nation, Qualicum First Nation, Ministry of Agriculture and Lands, Komoks First Nation, Snuneymuxw First Nation, Ministry of Transportation and Infrastructure, Hupacasath First Nation and the Tseshah First Nation. A summary of the agency referral comments was available at the Public Hearing and is included as part of the written submissions and comments included in Appendix A.

Public Hearing

A public hearing was held pursuant to the *Local Government Act* on May 11, 2010 with approximately 17 persons in attendance (see Attachment No. 1 for the Report of the Public Hearing and public comments received on the Bylaws).

ALTERNATIVES

1. To receive the Report of the Public Hearing, grant 3rd reading and adoption of Bylaws No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010, and 1335.04, 2010.
2. To receive the Report of the Public Hearing on Bylaws No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010 and 1335.04, 2010 and not grant 3rd reading or adoption and provide staff with further direction.

PUBLIC CONSULTATION IMPLICATIONS

The electoral area official community plans are required by the Province of British Columbia to have greenhouse gas emission reduction targets by May 31, 2010. The amendments are proceeding only with the statutory requirements of the *Local Government Act* since they are interim to meet the provincial deadline and will not have an immediate direct effect on land use or individual properties within the plan areas. The greenhouse gas emission targets, policies and actions will be revisited after the completion of the Regional District's Community Energy and Emissions Plan. This Plan will provide data for greenhouse gas emission inventories for each electoral area and options for the measures that may be included within official community plans to decrease emissions. An inclusive community engagement process together with the outcome of the Plan will be used to develop detailed and community specific targets and actions.

INTERGOVERNMENTAL IMPLICATIONS

The bylaw referrals have received a letter of support from the Ministry of Community and Rural Development attached as *Appendix 'A'*. The bylaws will not require the approval of the Minister of Community and Rural Development since the amendments do not change land use or density. The bylaws may proceed to adoption.

FINANCIAL / LIQUID WASTE MANAGEMENT IMPLICATIONS

Pursuant to the *Local Government Act*, the Official Community Plan has been considered in conjunction with the Regional District's capital expenditure program as well as its Liquid Waste Management Plan.

SUMMARY

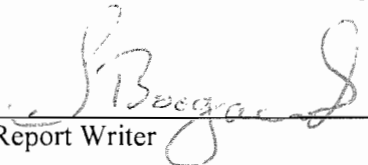
The Regional District Board granted 1st and 2nd reading to Bylaws No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010, and 1335.04, 2010 at its regular Board meeting on April 27th, 2010. Formal referrals were sent to applicable provincial agencies with interests in the bylaw amendments.

A Public Hearing was held on May 11, 2010 with approximately 17 residents in attendance. The Summary of Minutes and written submissions to this public hearing are attached for the Board's consideration.


The greenhouse gas emissions reduction target amendments have fulfilled all requirements of the *Local Government Act* and may now be considered for 3rd reading and adoption.

RECOMMENDATIONS

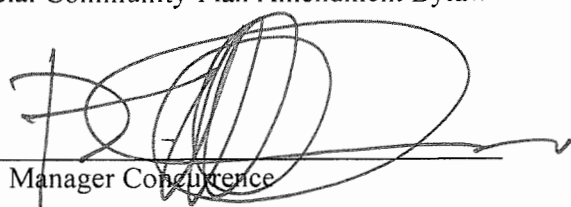
1. That the Report of the Public Hearing containing the Summary of Minutes and Submissions of the Public Hearing held Tuesday, May 11, 2010, together with all written submissions to the Public Hearing be received.
2. That "Regional District of Nanaimo East Wellington-Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.04, 2010" be read a 3rd time.
3. That "Regional District of Nanaimo East Wellington-Pleasant Valley Official Community Plan Amendment Bylaw No. 1055.04, 2010" be adopted.
4. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.06, 2010" be read a 3rd time.
5. That "Regional District of Nanaimo Arrowsmith Benson-Cranberry Bright Official Community Plan Amendment Bylaw No. 1148.06, 2010" be adopted.
6. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.04, 2010" be read a 3rd time.
7. That "Regional District of Nanaimo Electoral Area 'F' Official Community Plan Amendment Bylaw No. 1152.04, 2010" be adopted.
8. That "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.04, 2010" be read a 3rd time.
9. That "Regional District of Nanaimo Electoral Area 'H' Official Community Plan Amendment Bylaw No. 1335.04, 2010" be adopted.
10. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.02, 2010" be read a 3rd time.
11. That "Regional District of Nanaimo Nanoose Bay Official Community Plan Amendment Bylaw No. 1400.02, 2010" be adopted.
12. That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Amendment Bylaw No. 1540.01, 2010" be read a 3rd time.
13. That "Regional District of Nanaimo Electoral Area 'G' Official Community Plan Amendment Bylaw No. 1540.01, 2010" be adopted.




Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

Attachment No. 1

REGIONAL DISTRICT OF NANAIMO

**REPORT OF THE PUBLIC HEARING HELD MONDAY, May 11, 2010 AT 5:30 PM AT RDN BOARD ROOM, REGIONAL DISTRICT OF NANAIMO ADMINISTRATIVE BUILDING, 6300 HAMMOND BAY ROAD, NANAIMO, BC
TO CONSIDER BYLAWS NO. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152.04, 2010, 1540.01, 2010, 1335.04, 2010**

Summary of Minutes And Submissions to the Public Hearing

Note that these minutes are not a verbatim recording of the proceedings, but are intended to summarize the comments of those in attendance at the Public Hearing.

Present for the Regional District of Nanaimo:

Joe Stanhope	Chair, Director, Electoral Area 'G'
Maureen Young	Director, Electoral Area 'C'
George Holme	Director, Electoral Area 'E'
Lou Biggemann	Director, Electoral Area 'F'
Dave Bartram	Director, Electoral Area 'H'
Paul Thorkelsson	General Manager of Development Services
Paul Thompson	Manager of Long Range Planning
Stephen Boogaards	Planner

There were approximately 17 people in attendance at the Public Hearing.

A written submission was received before the Public Hearing from:

Donald A. Hewitt, Ruffels Road

The Chair, Director Stanhope opened the meeting at 5:30pm and introduced those attending the meeting from the RDN.

The Chair stated the purpose of the Public Hearing and requested that staff explain the greenhouse gas emission reduction targets that were the subject of the Public Hearing.

Stephen Boogaards, Planner provided a description of the Bylaw.

The Chair outlined the public hearing procedures and invited submissions with respect to the proposed bylaw from the audience.

Ian Gartshore, 353 7th Street, Nanaimo explained that it is visionary to make municipalities reduce greenhouse gas emissions, but also challenging. By decreasing greenhouse gases people will have a sustainable future. People cannot continue to conduct their lives using up resources without impacting future generations. It will be difficult to reduce greenhouse gases since we are collectively dependent on automobiles. Over 50% of emissions are from vehicles. Achieving the goals takes a visionary and comprehensive approach. This includes how we shape communities and provide access to transit or cycling trails. If we do not collectively take these actions we will not achieve the targets and the community will be less sustainable. There are also little things we could do, such as encouraging backyard gardening.

Lyle Campbell, stated that if the RDN wants to consult with the public, they should not have the meeting at 5:30 when people are having dinner. The time should be more convenient.

The Chair included the submission from **Donald A. Hewitt** in the hearing minutes.

The Chair asked if there were any other comments or submissions.

The Chair asked for a second time if there were any other comments or submissions.

The Chair asked for a third time if there were any other comments or submissions.

Hearing none, the Chair thanked those in attendance and announced that the Public Hearing was closed. The Chair indicated that the Board of the Regional District would consider Bylaws No. 1148.06, 2010, 1055.04, 2010, 1400.02, 2010, 1152, 2010, 1540.01, 2010, and 1335.04, 2010 for 3rd reading and adoption at their Regular Board meeting to be held Tuesday, May 25, 2010 in the Board Chambers located at 6300 Hammond Bay Road in Nanaimo.

The meeting concluded at 5:40 pm.

Recording Secretary

Director Joe Stanhope
Electoral Area 'G'

Written Submissions Received at the Public Hearing

To the Chairman and Board of Directors of the Regional District of Nanaimo

" A Commentary on Bylaws

Nos. 1148.06 (2010), 1055.04 (2010), 1400.02 (2010), 1153-04 (2010),
1540.01 (2010), 1335.04 (2010)".

For Public Hearing May 11/2010

May 11, 2010

To the Chairman & Board of Directors of the Regional District of Nanaimo:

Recently in the RDN we have seen throngs of rural residents expressing outrage over the imposition of bylaw 787.13 which would introduce building inspection to their communities. Blindsided, as they were, by aggressive bylaw writing and the utter absence of a community consultation process, it is little wonder they view this as a wholesale betrayal by the RDN board.

If the RDN wants to continue in its claim to be a transparent and consensus – seeking institution it needs not only to fully re-affirm its commitment to public consultation, but revise and upgrade its communication function. It is simply not adequate to gloss over OCP amendments such as those under consideration today, by describing them as having ‘no direct affect on individual properties.’ To describe them so seems an intentional effort to deflect opposition.

These purportedly innocuous amendments give rise to any number of “implementation bylaws”, many of which will be onerous in a rural context. Ask any of your rural constituents if building inspection will have a “direct affect” on his use of property. And yet, his attention was never drawn to the Board Strategic Plan which underpins it. This represents a failure of both communication and consultation in neglecting to present the importance of the Board Strategic Plan to voters, and to fully disclose the range of bylaws it could give rise to, well before electors are blindsided. This same criticism can be leveled at the OCP amendments under consideration today. Have voters been given a full explanation of the implementation to expect? I think not. We have instead a disturbing trend in the RDN toward adopting a bylaw today and holding the public consultation (indoctrination) process tomorrow.

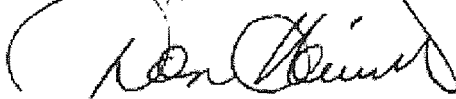
I have noted that residents of the more rural electoral areas generally regard their OCP as a document which protects them from ambitious government which might overwhelm them with changes they don't want. Whether this is a wholly accurate definition of an OCP or not is beside the point. These residents frequently view government tinkering with OCP's as yet another betrayal. I believe one of the purposes of an OCP is to provide stability in the community--- parameters you can count on for five years. Amendments, especially government sponsored ones, should be confined to the five year review process, where the public can have its input.

It is important also to correct some misleading statements on the notice of Public Hearing as viewed on your website. While it is true that by provincial mandate OCP's must contain GHG emissions targets, there is no compulsion to accept the province's targets. Similarly, the Climate Action Charter does not have the force of law, and to the best of my knowledge was signed without public consultation of any kind. The very issue of GHG's as an environmental threat is itself a scientific controversy which should be presented as theory, not fact. Before you commit electoral area residents to this course, shouldn't they be given a full understanding of how their freedoms will be abrogated as a result? Are we now underpinning the very bylaw (787.13) which caused so much outrage that it was wisely tabled by the board?

It is dismaying to note in the Board Strategic Plan the opportunistic attitude toward your new powers under Bill 27 and the many references to "leadership". A democratic government is first and foremost a follower of its electorate, not a leader. Its law making powers are a sacred trust to be dispensed economically and only with full electoral consensus. The RDN should be our advocate in opposing senior government whenever so directed and not simply the delivery system for the provincial push toward corporatocracy.

As a rural resident I am concerned the OCP amendments under consideration here will further the erosion of freedom and bring escalated expenses upon an increasingly besieged rural community. Would it not make more sense at this juncture to re-affirm democracy, restore the sanctity of our OCP's and welcome into the community building process, a well informed and empowered rural electorate? People simply will not settle for less.

Respectfully,



Donald A. Hewitt

Errington, B.C.

Appendix 'A' Agency Referrals

Bylaw Referral - 1148.06, 1055.04, 1152.04, 1540.01 and 1335.04

Page 1 of 1

Boogaards, Stephen

From: Walton, Stephanie CD,EX [Stephanie.Walton@gov.bc.ca]
Sent: May 5, 2010 1:45 PM
To: Boogaards, Stephen
Subject: Bylaw Referral - 1148.06, 1055.04, 1152.04, 1540.01 and 1335.04

Hi Stephen,

Thank you for sending me your OCP bylaw amendment related to GHG emission reduction targets, policies and actions. I appreciate the opportunity you have provided me to better understand your commitment to reducing GHGs and to provide comment.

Local governments need to implement effective measures to reduce GHG emissions and anticipate and prepare for climate change impacts. It is important to take action and to work together to share best practices to reduce GHG emissions and address the impacts of climate change. In addition to reducing GHG emissions, implementation of climate action province-wide will have many other sustainability benefits including more walkable communities, reduced waste and better air quality.

- Please ensure that you have referred this bylaw to the appropriate ministries and agencies that may have significant interest in specific actions and policies you have identified.
- For information and guidance on Local Government Act requirements go to <http://www.cd.gov.bc.ca/lgd/greencommunities/targets.htm>
- To find examples of what Local Governments across the province are doing to implement climate action go to www.toolkit.bc.ca.

Thanks,

Stephanie

Stephanie Walton, MPP

Planning Systems Analyst

Intergovernmental Relations and Planning Division

Ministry of Community and Rural Development

250-356-0283

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE
MEETING HELD ON TUESDAY, MAY 11, 2010, AT 6:30 PM
IN THE RDN BOARD CHAMBERS**

Present:

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

Also in Attendance:

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

MINUTES

MOVED Director Stanhope, SECONDED Director Biggemann, that the minutes of the regular Electoral Area Planning Committee meeting held April 13, 2010 be adopted.

CARRIED

PLANNING

AMENDMENT APPLICATIONS

Bylaw No. 500.355 Zoning Amendment Application No. PL2009-211 – Keith Brown & Associates - Fielding Road - Area 'A'.

MOVED Director Burnett, SECONDED Director Young, that the Summary of the Public Information Meeting held on April 21, 2010 be received.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that Application No. PL2009-211 to rezone the subject property from Residential 2 (RS2) to Industrial I (IN 1) be approved subject to the conditions included in Schedule No. 1.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.355, 2010" be given 1st and 2nd reading.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Public Hearing on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.355, 2010" be delegated to Director Burnett or his alternate.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2010-063 - JE Anderson & Associates - Lee Road East - Area 'G'.

MOVED Director Stanhope, SECONDED Director Holme, that staff be directed to complete the required notification.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that the Development Variance Permit Application No. PL2010-063, be approved subject to the conditions outlined in Schedules No. 1 - 4.

CARRIED

Development Variance Permit Application No. PL2010-067 - Martin – 3581 Juriet Road - Area 'A'.

MOVED Director Burnett, SECONDED Director Young, that staff be directed to complete the required notification.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the Development Variance Permit Application No PL2010-067, be approved subject to the conditions outlined in Schedules No. 1 - 3.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:36 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING HELD ON TUESDAY, MAY 11, 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
Alternate	
Director B. Dempsey	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
Alternate	
Director M. Unger	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. Sherry	City of Nanaimo

Also in Attendance:

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
W. Idema	A/C General Manager, Finance & Information Services
M. Donnelly	A/C General Manager, Regional & Community Utilities
D. Trudeau	General Manager, Transportation & Solid Waste
P. Thorkelsson	General Manager, Development Services
W. Marshall	A/C General Manager, Recreation & Parks
N. Hewitt	Recording Secretary

CALL TO ORDER

The Chairperson welcomed Alternate Director Dempsey and Unger to the meeting.

DELEGATIONS

Linda & Chuck Addison, re Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - 2610 Myles Lake Road - Electoral Area 'C'.

Mrs. Addison presented a visual and verbal presentation in support of the zoning and OCP Amendment application.

Sally Barton, Bowser Seniors Housing Society, re Seniors Housing and Our Crown Land Application in Bowser Village Centre.

Ms. Barton presented a verbal overview of the Bowser Seniors Housing Society and requested a partnership to apply for a Free Crown Grant for the purpose of building an independent supportive seniors housing facility.

Meryl Chahley, Meyers Norris Penny, re Auditors' Report.

Ms. Chahley presented the results of the Auditors' Report.

LATE DELEGATIONS

MOVED Director Westbroek, SECONDED Director Bartram, that three late delegations be permitted to address the Committee.

CARRIED

Dianne Eddy, re Consultation Process or In Depth Review of Ramifications of Building Inspection and Permits in Rural Electoral Areas.

Ms. Eddy voiced her opposition of the consultation process and ramifications of building inspection and permits in Rural Areas.

Reg Nosworthy, re Building Inspection Service - Public Consultation Plan.

Mr. Nosworthy spoke in opposition of building inspection and permits in rural areas.

Anita Pangborne-LaHue, re Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - Addison - 2610 Myles Lake Road - Electoral Area 'C'.

Ms. Pangborne-LaHue spoke in support of the zoning & OCP Amendment Application of her neighbour Ms. Addison.

MINUTES

MOVED Director Holme, SECONDED Director Bestwick, that the minutes of the regular Committee of the Whole meeting held April 13, 2010 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Sally Barton, Bowser Seniors Housing Society, re Crown Land Application in Bowser Village Centre.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from the Bowser Seniors Housing Society be received.

CARRIED

J. E. Harrison, City of Nanaimo, re RDN Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577.

MOVED Director Westbroek, SECONDED Director Bartram, that the correspondence from the City of Nanaimo be received.

CARRIED

Christopher, Liliana, and Isabella Garbers, re Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - Addison - 2610 Myles Lake Road - Electoral Area 'C'.

MOVED Director Westbrook, SECONDED Director Bartram, that the correspondence from Christopher, Liliana, and Isabella Garbers be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

2009 Audited Financial Statements.

MOVED Director Westbrook, SECONDED Director McNabb, that the 2009 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.

CARRIED

2009 Statement of Financial Information.

MOVED Director Holme, SECONDED Director Westbrook, that the 2009 Financial Information Act report be received and approved and be forwarded to the Ministry of Community and Rural Development.

CARRIED

2009 Directors' & Committee Members' Remuneration & Expenses.

MOVED Director Westbrook, SECONDED Director Mayne, that the 2009 report on remuneration and expenses for Board and Committee members be received.

CARRIED

Nanaimo Regional Hospital District - 2009 Audited Financial Statements.

MOVED Director Westbrook, SECONDED Director Rudischer, that the report on the 2009 audited financial statements of the Nanaimo Regional Hospital District be received.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Notice of Building Bylaw Contravention - 2443 Arlington Road - Area 'E'.

MOVED Director Holme, SECONDED Director Bartram, that staff be directed to register a Notice of Bylaw Contravention on title pursuant to Section 57 Community Charter and that legal action be taken if necessary to ensure "Lot I, District Lot 79, Plan 6073, Nanoose District" is in compliance with "Regional District of Nanaimo Building Regulation & Fees Bylaw 1250, 2001" and "Regional District of Nanaimo Land Use and Subdivision Bylaw 500, 1987."

CARRIED

Property Maintenance Contravention - 2307 Gould Road West - Area 'A'.

Ms. Anderson requested that the Board provide her proof of the complaint.

MOVED Director Holdom, SECONDED Director Unger, that this item be referred back to staff for further review and that a report be prepared for the May 25th, 2010 Board meeting.

CARRIED

Property Maintenance Contravention - 225 DeCourcy Drive - Area 'B'.

MOVED Director Rudischer, SECONDED Director Bartram, that the owners of the subject property be directed to remove from the premises those items as set out in the attached Resolution within fourteen (14) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.

CARRIED

Building Inspection Service – Public Consultation Plan for Proposed Expansion.

MOVED Director Holdom, SECONDED Director Holme:

That staff be directed to proceed with Alternate No. 3 as outlined in the report.

That staff be directed to undertake the advertising of the events as outlined in the report.

CARRIED

PLANNING

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 Holme, that the Board approve consideration for a site specific amendment to the Regional Growth Strategy to permit an Official Community Plan and zoning amendment that will decrease the minimum parcel size outside of the Urban Containment Boundary to enable an application for a proposed 4 parcel subdivision, minimum parcel size 5 acres, each with one house and dedicated path/trail to access Blind Lake Park.

CARRIED

RECREATION AND PARKS SERVICES

PARKS

Area 'H' Community Parks Service - Licence of Occupation Renewal for Water Access at Sunnybeach Road.

MOVED Director Bartram, SECONDED Director Mayne, that the 2010-2015 Licence of Occupation with the Ministry of Transportation and Infrastructure for the purpose of continuing the operation of the Sunnybeach Road water access in Qualicum Bay (Electoral Area H) be approved.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

RDN Wastewater Services - Annual Wastewater Treatment Facilities Report.

MOVED Director McNabb, SECONDED Director Mayne, that the 2009 Annual Wastewater Treatment Facilities Report be received for information.

CARRIED

Proposed Expansion of Surfside Sewer Service - Results of Property Owner Consultation.

MOVED Director Westbroek, SECONDED Director McNabb, that the Board receive this report for information and that no further action on the Surfside Sanitary Sewer Collection System expansion be taken at this time.

CARRIED

WATER**RDN Water Services - Well Condition Assessment & Maintenance Plan.**

MOVED Director McNabb, SECONDED Director Biggemann, that the Board receive the Well Condition Assessment and Maintenance Plan staff report for information.

CARRIED

Proposed Acquisition of Whiskey Creek Water District.

MOVED Director Biggemann, SECONDED Director Sherry, that the RDN petition the residents of the Whiskey Creek Water District to determine support for the RDN to acquire the Whiskey Creek Water District utility and staff report back to the RDN Board on the results of the petition process.

CARRIED

San Pareil Water Service - Expenditure of Funds from Security Issuing Bylaw No. 1395 for Replacement of Water Main.

MOVED Director Westbrook, SECONDED Director Mayne, that a drawdown of up to \$17,000 from "Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004" for the replacement of the water supply main from the system reservoir to the distribution piping network be approved.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Holdom, that the minutes of the District 69 Recreation Commission meeting held April 15, 2010, for information.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that staff be directed to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Areas E, F, G and H and have won a Provincial, Western Canadian, National or World championship for the District 69 Recreation Commission's consideration.

CARRIED

MOVED Director Bartram, SECONDED Director Westbrook, that the District 69 Recreation Financial Assistance Program report be received as information.

CARRIED

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

MOVED Director Holme, SECONDED Director Ruttan, that the minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held April 12, 2010, be received for information.

CARRIED

Grants-in-Aid Advisory Committee.

MOVED Director Young, SECONDED Director Bartram, that the minutes of the Grants-in-Aid Advisory meeting held May 5, 2010, be received for information.

CARRIED

MOVED Director Young, SECONDED Director Bartram, that the following District 68 grants be awarded:

<i>Name of Organization</i>	<i>Amount Recommended</i>
Hope Centre	\$ 500
Jonanco Hobby Workshop Association	\$ 460
Poetry Gabriola Society	<u>\$ 1,000</u>
	<u>\$ 1,960</u>

CARRIED

MOVED Director Young, SECONDED Director Bartram, that the following District 68 grants be awarded:

<i>Name of Organization</i>	<i>Amount Recommended</i>
Arrowsmith Community Enhancement Society	\$ 1,500
Bow Horne Bay Community Club	\$ 800
Errington War Memorial Hall Association	\$ 1,300
Lighthouse Country Marine Rescue Society	\$ 1,500
Mount Arrowsmith Biosphere Foundation	\$ 700
Oceanside Volunteer Association	\$ 1,000
Parksville & District Association for Community Living	\$ 1,600
Vancouver Island Opera	<u>\$ 1,000</u>
	<u>\$ 9,400</u>

CARRIED

Regional Solid Waste Advisory Committee.

MOVED Director Holme, SECONDED Director Biggemann, that the minutes of the Regional Solid Waste Advisory Committee meeting held April 22, 2010, be received for information.

CARRIED

Transit Select Committee.

MOVED Director McNabb, SECONDED Director Holme, that the minutes of the Transit Select Committee meeting held April 22, 2010, be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Sally Barton, Bowser Seniors Housing Society, re Seniors Housing and Our Crown Land Application in Bowser Village Centre.

MOVED Director Bartram, SECONDED Director McNabb, that the Board directs staff to meet with the Bowser Seniors Housing Society Executive to discuss and if possible negotiate a partnership between the RDN and the Bowser Senior Housing Society to apply for a Free Crown Grant for two lots of Crown Land that are within the boundary of the Bowser Village Centre, and then if successful, to lease part of those two lots to the Bowser Seniors Housing Society for the purposes of building an independent-supportive seniors housing facility.

CARRIED

NEW BUSINESS

J.E. Harrison, City of Nanaimo, re RDN Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577.

MOVED Director Holme, SECONDED Director McNabb, that this item be referred back to staff for a report.

CARRIED

IN CAMERA

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 9:00 PM

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE AGRICULTURAL ADVISORY COMMITTEE MEETING HELD ON FRIDAY, APRIL 30, 2010 IN THE RDN BENSON ROOM

Present:

Director J. Burnett	Chairperson
A. Benson	Representative (South)
J. McLeod	Representative (South)
R. Thompson	Representative (North)
D. Johnstone	City of Nanaimo

Also in Attendance:

W. Haddow, P. Ag	(Guest) Ministry of Agriculture and Lands
R. Orr	(Guest) Island Timberlands
D. Lindsay	Manager of Current Planning
K. Marks	Planner
Christina Metherall	Drinking Water/Watershed Protection Coordinator
Karen Sanders	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order.

DELEGATIONS

Jake, Jamie and Chris Bergen and Brian Gaudet (Bergens' agent) presented proposed long term plans for the properties located at:

- ▶ Lot 1, District Lot 8, Newcastle District, Plan 14402, Except Part in Plan VIP53669, Lot 2, District Lots 8 and 91, Newcastle District, Plan 13354 Except Parts in Plans 14402, 21064, VIP53669 and VIP58478 and Re-Amended Lot A (DD 27360N), District Lot 8, Newcastle District, Plan 1949, Except Parts in Plans 14093, 17057 and VIP58478 (Hilliers Farm) and
- ▶ Lot A District Lot 90 and of Block 359 Newcastle District Plan VIP67156 and Block 1372, Newcastle District (Corcan site).

In addition to growing berries, the proposed plans for the Hilliers Farm include adding a berry processing plant and a winery. The proposed plan for the Corcan site is to plant 170 acres of berries, create farming parcels of 15-20 acres, and land that is not agriculturally viable into 7-8 five acre parcels.

MINUTES

MOVED D. Johnstone, SECONDED A. Benson, that the minutes from the Agricultural Advisory Committee meeting held January 29, 2010, be received.

COMMUNICATION/CORRESPONDENCE

UNFINISHED BUSINESS

Jani Drew, Emergency Coordinator is invited to the September AAC meeting to answer any questions the members have regarding the '2008 Farmed Animal Mass Carcass Disposal Plan' report.

From the March 23, 2010 Board minutes:

MOVED Director Burnett, SECONDED Director McNabb, that the development of the Area Agricultural Plan be referred back to staff for further review and report back to the Board.

D. Lindsay provided the committee with an update regarding the status of the report.

NEW BUSINESS

Wayne Haddow, P. Ag., Regional and First Nations Agrologist, BC Ministry of Agriculture and Lands will be invited to attend all AAC meetings.

REPORTS

Christina Metherall, Drinking Water/Watershed Protection Coordinator, presented information on drinking water and watershed protection.

The next AAC meeting was confirmed as September 24, 2010.

ADJOURNMENT

The meeting was adjourned at 3:30 pm.

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE TRANSIT SELECT COMMITTEE MEETING HELD ON THURSDAY, MAY 13, 2010 AT 12:00 NOON IN THE COMMITTEE ROOM

Present:

Director L. McNabb	Chairperson
Director M. Young	Electoral Area 'C'
Director G. Holme	Electoral Area 'E'
Director B. Holdom	City of Nanaimo
Director T. Westbrook	Town of Qualicum Beach
Director C. Haime	District of Lantzville

Also in Attendance:

C. Mason	CAO, RDN
D. Trudeau	Gen. Mgr, Transportation & Solid Waste Services, RDN
J. Pope	Manager, Fleet & Transit Operations, RDN
F. McFarlane	Recording Secretary, RDN

CALL TO ORDER

The meeting was called to order at 12:05 pm by the Chair.

MINUTES

MOVED Director Holme, SECONDED Director Westbrook that the minutes of the Transit Select Committee meeting held April 22, 2010 be adopted. CARRIED

COMMUNICATIONS/CORRESPONDENCE

Manuel Achadinha, BC Transit, re Update on BC Transit's Corporate Strategic Plan.

D. Trudeau reviewed the update from Manuel Achadinha, President and CEO, on BC Transit's Corporate Strategic Plan and the implications on the Nanaimo Regional Transit System. He noted that a workshop had been held in Nanaimo to gain input from Vancouver Island communities. Some of the comments reflect concerns we had put forward. There is still an opportunity for additional comments to be made and these should be directed to D. Trudeau who will forward any feedback to BC Transit.

MOVED Director Westbrook, SECONDED Director Holme, that the correspondence be received. CARRIED

BC TRANSIT UPDATE

D. Trudeau noted that due to a conflict in scheduling, BC Transit representatives were unable to attend this Transit Select Committee meeting.

REPORTS

2009/2010 Annual Operating Agreement (AOA) – Regional District of Nanaimo / BC Transit.

D. Trudeau stated that the AOA is an agreement between the RDN and BC Transit for both the Nanaimo Regional Conventional Transit and the Custom Transit System for the period April 1, 2010 to March 31, 2011.

MOVED Director Holme, SECONDED Director Westbroek that the 210/2011 AOA with BC Transit be held in abeyance until a discussion is held with the President and CEO of BC Transit, regarding the increase in BC Transit's management fees. CARRIED

Phase II Consulting Services

D. Trudeau noted that this report will be brought forward at a later date.

NEW BUSINESS

Request for handyDART Service in Electoral Area H.

D. Trudeau advised that BC Transit is conducting a transit study in Electoral Area H and that handyDART needs will be evaluate0 .d at that time. He also noted that a request has been received from the City of Parksville for a shuttle service to be established that would run a couple of times daily. D. Trudeau will write to the City of Parksville regarding their request and will include this correspondence on the next Transit Select Committee agenda.

ADJOURNMENT

MOVED Director Holme, SECONDED Director Haime, that the meeting be adjourned.

CARRIED

NEXT MEETING

The next meeting of the Transit Select Committee is set tentatively for Thursday, July 15, 2010.

L. McNabb, Chair



LAP	
CCW	
RRP	
BOARD	
Transit - May 13 '10	

MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: May 6, 2010

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

FILE: 2240-20-TROA

SUBJECT: 2010/2011 Annual Operating Agreement -
Regional District of Nanaimo / BC Transit

PURPOSE

To bring forward the 2010/2011 Annual Operating Agreement for the Nanaimo Regional Conventional and Custom Transit System with BC Transit for consideration and approval.

BACKGROUND

The Annual Operating Agreement (AOA) (see *Appendix I*) between the Regional District of Nanaimo (RDN) and BC Transit is renewed on an annual basis and provides the cost sharing service arrangements for Conventional and Custom Transit services in Districts 68 and 69 for the period of April 1, 2010 to March 31, 2011.

The AOA is an agreement governing items such as service specifications, payment schedules, fares and days/hours of service that will be provided for cost sharing purposes.

FINANCIAL ANALYSIS

Conventional Transit:

The total costs included for Conventional Transit in the AOA for 2010/2011 are \$9,982,503. This represents a \$754,278 (8.2%) increase from the 2009/10 final AOA budget. The main changes in the AOA that should be noted include:

Conventional	2009/2010 Final AOA	2010/2011 Base AOA	\$ Change	% Change
Fixed Costs (overhead, admin wages)	\$827,690	\$852,521	\$24,831	3%
Variable Hourly (drivers' wages & benefits)	\$4,497,475	\$4,761,685	\$264,210	6%
Variable Distance (fuel and tires)	\$1,234,980	\$1,389,632	\$154,652	13%
Maintenance (running, major & accident repairs)	\$889,725	\$910,551	\$20,826	2%
Debt Service (local share, mainly buses)	\$727,806	\$927,668	\$199,862	27%
BCT Management Services	\$477,918	\$599,310	\$121,392	25%

The costs above reflect a new schedule that was expanded by an additional 3,277 hours over 2009. The changes noted above are the line items that make up the majority of the overall costs outlined in the AOA. The Conventional Transit costs are cost shared with BC Transit at a current rate of 46.7%.

Custom Transit:

The total costs included for Custom Transit in the AOA for 2010/2011 are \$1,639,504. This represents a \$67,877 (4.3%) increase from the 2009/2010 AOA budget. The main changes in the AOA that should be noted include:

Custom	2009/2010 Base AOA	2010/2011 Base AOA	\$ Change	% Change
Fixed Costs (overhead, admin wages)	\$184,189	\$189,714	\$5,525	3%
Variable Hourly (drivers' wages and benefits)	\$827,619	\$834,596	\$6,977	1%
Variable Distance (fuel and tires)	\$121,633	\$126,789	\$5,156	4%
Maintenance (running, major and accident repairs)	\$85,382	\$90,075	\$4,693	5%
Debt Service (local share, mainly buses)	\$123,361	\$143,566	\$20,205	16%
BCT Management Services	\$92,548	\$106,341	\$13,793	15%

The changes noted above are the line items that make up the majority of the overall costs outlined in the AOA. The Custom Transit costs are cost shared with BC Transit at a current rate of 66.7%.

Staff has reviewed the costs for both Conventional and Custom Transit and, except for the debt and BC Transit management fees, the increases can be explained by inflation or an actual increase in service.

Debt Service:

Debt service includes the following items:

- Debt Service Vehicles – \$758,068
- Debt Service Equipment - \$21,441
- Major Capital Repairs - \$98,090
- Fare Box Upgrade - \$38,091
- Provincial Contingency Fleet Program - \$33,419

The debt service costs include the lease fees for the vehicles that make up our Conventional and Custom Transit fleet. The debt service costs have increased significantly due to BC Transit's componentization program, which reduces the potential for large fluctuations of maintenance costs for large emergency repairs such as engines and transmissions. These repairs will not increase the RDN's maintenance costs since they are now calculated in the debt service costs.

There has been recent correspondence from BC Transit regarding the make-up of the fleet that is being financed by the RDN. Previously the RDN had been advised that we would be losing our newer Nova buses and have them replaced with older Flyer buses. This AOA indicates that we will be keeping our Nova buses for the term of this agreement, which is to the end of April 2011. There is no indication from BC Transit on whether the RDN is in line to receive more Nova buses.

The fare box upgrade is a new capital project that will improve the handling of our fares and provide more accurate information on our ridership.

BC Transit Management Fee:

Management services costs for BC Transit have also gone up considerably over the last two years. BC Transit has indicated that this reflects their organizational development to meet the goals of the Provincial Transportation Plan and to provide support to their partners to help achieve the plan goals. Staff has confirmed with BC Transit that all Tier One systems pay the same management service fee percentage.

The following table outlines BC Transit management fees since 2008.

BC Management Service Fees	2008/09	2009/10	% Change	2010/11	% Change	% Change from 2008
Conventional						
BC Management Service Fee	\$354,081	\$477,918	35%	\$599,310	25%	69%
Total Direct Operating Costs	\$8,067,775	\$8,386,083	3.9%	\$9,033,394	7.7%	12%
Percentage of Operating Costs	4.4%	5.7%		6.6%		
Custom						
BC Management Service Fee	\$53,822	\$92,548	72%	\$106,341	15%	98%
Total Direct Operating Costs	\$1,192,452	\$1,448,266	22%	\$1,492,880	3.1%	25%
Percentage of Operating Costs	4.5%	6.4%		7.1%		

Staff was not aware of the significant increases to the BC Transit management fee structure until they received the new AOA and therefore these increases have not been reflected in the RDN 2010 budget. The BC Transit management fees for Conventional and Custom transit are approximately \$170,000 higher than staff budgeted. Of that BC Transit cost shares on the management service fees between 46.7% or 66.7%, depending on whether it is Conventional or Custom Transit. After BC Transit cost share is accounted for there remains approximately \$83,000 that has not been included in the transit budgets. To address this increase in costs, staff will have to reallocate contingency funds that had been budgeted for potential schedule changes and fuel price increases.

Staff has recently been informed by BC Transit staff that there is the potential for expansion in both Conventional and Custom Transit areas in 2010 and 2011. BC Transit and RDN staff will have to work closely together to determine how the proposed expansions can fit within the currently approved budgets. Any amendments to the AOA would have to be brought back to the Transportation Select Committee and the Board for approval.

Preparing transit budgets can be a challenging task. There are many variables that have the potential to change significantly year after year such as fuel costs and fare revenue. In addition BC Transit has some charges that can change significantly such as their management fee, which the RDN Board has little control over.

ALTERNATIVES

1. That the Board approve the 2010/2011 Annual Operating Agreement as presented.
2. That the Board not approve the 2010/2011 Annual Operating Agreement and provide further direction to staff.

FINANCIAL IMPLICATIONS

Under Alternative one, the 2010/2011 Custom and Conventional Transit AOA budget of \$11,622,007.00, will be cost shared between the RDN and BC Transit. The cost is higher than originally budgeted. One of the major increases is related to the BC Transit management fee that, after cost sharing, will leave approximately \$83,000, which was not included in the transit budgets.

During the budget preparation staff included some contingencies for schedule changes and fuel price increases that as of this date have not been required. Staff expects that as long as fuel prices remain relatively stable that this contingency can be used to offset the increase in BC Transit's management fees

without incurring a deficit. If the fuel contingency is used up due to increased fuel prices, staff will then have to utilize funds that had been set aside for possible schedule increases.

Under Alternative 2, if the Board does not approve the AOA it will remove BC Transit's obligation to cost share in the service.

SUSTAINABILITY IMPLICATIONS

The Transportation Services Department is working continuously on improving the viability and efficiency of public transit. The Annual Operating Agreement is a fundamental agreement that allows the Regional District of Nanaimo to enter into a cost sharing arrangement with BC Transit. Residents within the Regional District of Nanaimo rely on public transit, whether it is for conventional or custom transit, as the options provided by public transit enable residents to leave their cars at home while they take the bus to work, to school, to medical appointments or for other equally important reasons. The use of cleaner running buses, combined with the use of biodiesel fuel, demonstrates RDN Transit's commitment to reducing its carbon footprint, which is in keeping with the RDN's Corporate Climate Change Plan.

SUMMARY/CONCLUSION

BC Transit has forwarded the Annual Operating Agreement covering the period April 1, 2010 to March 31, 2011 for the RDN Custom (handyDART) and Conventional Transit Systems. Transportation Services staff has reviewed this AOA, in conjunction with the approved RDN 2010 budget for transit services.

The 2010/2011 Custom and Conventional Transit AOA indicates a budget of \$11,622,007.00, which is cost shared between the RDN and BC Transit. Staff has reviewed the AOA costs for both Conventional and Custom Transit and, except for the debt and BC Transit management fees, the increases can be explained by inflation or an actual increase in service.

The debt service costs include the lease fees for the vehicles that make up our Conventional and Custom Transit fleet. The debt service costs have increased significantly due to BC Transit's componentization program, which reduces the potential for large fluctuations of maintenance costs for large emergency repairs such as engines and transmissions. The costs for these replacements are now calculated in the debt service costs. The debt service costs in the AOA indicate that the RDN will be retaining the newer Nova buses for the term of the agreement which is to the end of April 2011.

Management services costs for BC Transit have also gone up considerably. BC Transit has indicated that this reflects their organizational development to meet the goals of the Provincial Transportation Plan and to provide support to their partners to help achieve the plan goals.

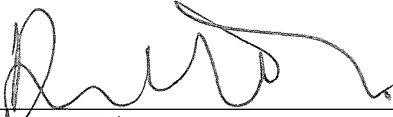
Staff was not aware of the significant increases to the BC Transit management fee structure until they received the new AOA and therefore these increases have not been reflected in the RDN 2010 budget. The BC Transit management fees for Conventional and Custom transit are approximately \$170,000 higher than staff budgeted. After the BC Transit cost share is accounted for their remains approximately \$83,000 that was not included in the transit budgets.

During the budget preparation staff included some contingencies for fuel price increases that have not been required. Staff expects that as long as fuel prices remain relatively stable that this contingency can be used to offset the increase in BC Transit's management fees without incurring a deficit.

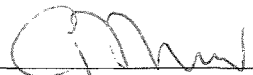
Staff recommends that the Board approve the 2010/2011 Annual Operating Agreement with BC Transit.

RECOMMENDATION

That the 2010/2011 Annual Operating Agreement (AOA) with BC Transit be approved.



Report Writer



CAO Concurrence

APPENDIX 1

March 25, 2010
File: NAN.23

Dennis Trudeau
Manager of Transportation Services
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo BC V9T 6N2

Dear Mr. Trudeau:

SUBJECT: Nanaimo 2010/11 Annual Operating Agreement

Further to our discussions, please find enclosed the 2010/11 Annual Operating Agreement (AOA) for the Nanaimo transit system for approval. This AOA, and the previously approved Master Joint Operating Agreement, constitute the operating agreements for your transit system. The AOA also reflects the current service plan for the Nanaimo transit system. For your information, I have included a copy of the Information and Performance Summary which provides performance measures for your transit system.

Notable cost changes for the Conventional System from the 2009-2010 AOA are as follows:

- Increase in Fixed Costs of 3%.
- Variable Hourly Costs as a result of the allowable increase in fringe benefit rates and the annualization of the previous year's expansion.
- Variable Distance Costs resulting from an increase in budgeted fuel price and the annualization of the previous year's expansion.
- An increase in the Maintenance budget to better reflect actual activity and recent changes to the current conventional fleet in order to replace the Orions, MCIs and Dennis Darts with New Flyer vehicles. The purpose of the fleet realignment plan is to minimize the number of different types of vehicles in a fleet which will standardize parts, and mechanic and operator training. Reduced costs in the long term are expected to be achieved with this standardization.
- Information Systems reflects the licensing fee for the new scheduling software.
- The inclusion of an HST budget line to reflect the introduction of the federal-provincial initiative and its net cost impact on the budget.
- Interest Credit - Interest accumulated by BC Transit on cash balances which have been allocated to each transit system based on total operating costs.
- Debt Service costs have increased to reflect full implementation of the componentization program associated with major vehicle refits and the annualization of capital projects such as the farebox upgrade project.
- BC Transit Management Services reflecting BC Transit's organizational development to meet the goals of the Provincial Transportation Plan and provide the support to its partners necessary to achieve the plan's goals (transit/business planning, fleet management and procurement services, environmental management services, strategic marketing and safety and operator training support).

Notable cost changes for the Custom System from the 2009-2010 AOA are as follows:

- Increase in Fixed Costs of 3%.
- Variable Hourly Costs increase slightly as a result of the allowable increase in fringe benefit rates.
- Variable Distance Costs increase slightly resulting from increases in budgeted fuel price.
- Maintenance budget reflects actual amount spent for running repairs.
- The inclusion of an HST budget line to reflect the introduction of the federal-provincial initiative and its net cost impact on the budget.
- Interest Credit - Interest accumulated by BC Transit on cash balances which have been allocated to each transit system based on total operating costs.
- Debt Service costs have increased to reflect an increase in the price of custom/paratransit vehicles.

Once the agreements have received signature/seal from the Regional District, please forward to the undersigned for execution by BC Transit.

Please make every effort to have these agreements returned to BC Transit within twenty-one days of receipt.

Should you have any questions or concerns please do not hesitate to contact me.

Yours truly,



Myrna Moore
Regional Transit Manager
Vancouver Island Coastal
BC Transit

Copy: Operating Company
Enclosed: Annual Operating Agreement, Information and Performance Summary

Information & Performance Summary Custom/Para

	Nanaimo Custom Base Budget 2009/2010	Nanaimo Custom Base Budget 2010/2011	Variance	
			\$ / #	%
ANNUAL OPERATING AGREEMENT				
BUDGET SUMMARY				
Total Costs	\$1,571,627	\$1,639,504	\$67,877	4.3%
Total Revenue	\$216,825	\$231,300	\$14,475	6.7%
BCT Share of Costs	\$883,820	\$912,917	\$29,097	3.3%
Net Municipal Share	\$444,497	\$468,063	\$23,566	5.3%
PERFORMANCE SUMMARY				
Level of Service				
Population Served	133,400	135,800	2,400	1.8%
Registered Users	1,336	1,336	0	0.0%
Number of Vehicles in Service	12	12	0	0.0%
Revenue Hours of Service	23,208.00	23,316.00	108.00	0.5%
Effectiveness				
Annual Revenue Passengers	76,250	80,000	3,750	4.9%
Custom/Para - Vans	70,000	73,400	3,400	4.9%
Custom/Para - Taxi Supplement	3,500	3,700	200	5.7%
Taxi Saver	2,750	2,900	150	5.5%
Custom Rides per Registered User	57	60	3	4.9%
Van Passengers per Revenue Hour	3.0	3.1	0.1	4.4%
Total Cost per Passenger	\$20.61	\$20.49	-\$0.12	-0.6%
Van Cost per Van Passenger	\$21.74	\$21.66	-\$0.08	-0.4%
Taxi Cost per Taxi Passenger	\$8.00	\$7.58	-\$0.42	-5.3%
Cost Recovery	13.80%	14.11%	0.00	2.3%
Efficiency				
Total Operating Cost of Service per Revenue Hour	\$60.25	\$61.88	\$1.63	2.7%
Total Cost of Service per Revenue Hour	\$65.56	\$68.17	\$2.61	4.0%

Information & Performance Summary

	Nanaimo Regional Amendment #2 2009/2010	Nanaimo Regional Base Budget 2010/2011	Variance	
			\$ / #	%
ANNUAL OPERATING AGREEMENT				
BUDGET SUMMARY				
Total Costs	\$9,228,224	\$9,982,503	\$754,278	8.2%
Total Revenue	\$3,442,260	\$3,485,369	\$43,110	1.3%
BCT Share of Costs	\$3,567,143	\$3,807,753	\$240,610	6.7%
Net Municipal Share	\$2,063,752	\$2,524,656	\$460,904	22.3%
PERFORMANCE SUMMARY				
Level of Service				
Population Served	96,800	96,500	1,700	1.8%
Number of Vehicles in Service	32	34	2	6.3%
Revenue Hours of Service	98,163	101,440	3,277	3.3%
Effectiveness				
Annual Revenue Passengers	2,475,795	2,490,000	14,205	0.6%
Conventional	2,475,795	2,490,000	14,205	0.6%
Total Revenue Passengers per Capita	25.6	25.3	-0.3	-1.2%
Total Passengers per Hour	25	25	-1	-2.7%
Total Cost per Passenger	\$3.73	\$4.01	\$0.28	7.6%
Cost Recovery	37.30%	34.91%	-0.02	-6.4%
Efficiency				
Total Operating Cost of Service per Revenue Hour	\$86.40	\$89.05	\$2.65	3.1%
Total Cost of Service per Revenue Hour	\$94.01	\$98.41	\$4.40	4.7%

NANAIMO

ANNUAL OPERATING AGREEMENT

Between

THE REGIONAL DISTRICT OF NANAIMO

And

BRITISH COLUMBIA TRANSIT

APRIL 1, 2010 TO MARCH 31, 2011

INFORMATION CONTAINED IN SCHEDULE "C" – BUDGET AND SCHEDULE "D" – PAYMENT SCHEDULE IS SUBJECT TO FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT.

CONSULT WITH BC TRANSIT PRIOR TO RELEASING INFORMATION IN THESE SCHEDULES TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.

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ANNUAL OPERATING AGREEMENT

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SCHEDULES

SCHEDULE "A" - TRANSIT SERVICE AREA	6
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SCHEDULE "C" - BUDGET	10
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SCHEDULE "E" - TARIFF-FARES	13

NO. 1111111111

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ANNUAL OPERATING AGREEMENT

BETWEEN: THE REGIONAL DISTRICT OF NANAIMO
(the "**Municipality**" and the "**Operating Company**)

AND: BRITISH COLUMBIA TRANSIT
(the "**Authority**")

WHEREAS the Municipality and the Authority are authorized to share in the costs of providing a Public Passenger Transportation System pursuant to the British Columbia Transit Act

WHEREAS the Municipality is authorized to operate, manage and maintain a Public Passenger Transportation System within the Nanaimo Regional Transit Service Area.

WHEREAS the parties hereto have entered into a Master Operating Agreement effective which sets out the general rights and responsibilities of the parties hereto

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – DEFINITION OF TERMS

1.1 Definitions: Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:

- (a) "**Annual Operating Agreement**" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
- (b) "**Master Agreement**" shall mean the Master Joint Operating Agreement, including any amendments made thereto;

SECTION 2 – INCORPORATION OF MASTER AGREEMENT

2.1 Incorporation of Master Agreement into Annual Operating Agreement: Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the British Columbia Transit Act, as amended from time to time.

SECTION 3 – TERM AND RENEWAL

3.1 Term and Renewal: The term of this agreement shall be from April 1, 2010 to March 31, 2011 except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Master Agreement shall likewise be terminated or not renewed, as the case may be.

SECTION 4 – SCHEDULES

4.1 Schedules: The schedules attached hereto shall form part of the Annual Operating Agreement and be binding upon the parties hereto as though they were incorporated into the body of this Agreement.

- a) Schedule "A" – Transit Service Area
- b) Schedule "B" - Service Specifications
- c) Schedule "C" - Budget
- d) Schedule "D" – Payment Schedule
- e) Schedule "E" – Tariff-Fares

SECTION 5 – MISCELLANEOUS PROVISIONS

- 5.1 Amendment: This Annual Operating Agreement and the Schedules attached hereto may be amended only with the prior written consent of all parties.
- 5.2 Assignment: This Annual Operating Agreement shall not be assignable without the prior written consent of the other parties.
- 5.3 Enurement: The Annual Operating Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- 5.4 Pets on Buses: Notwithstanding the provisions of Section 9.7 of the Master Joint Operating Agreement, pets on buses are permitted under guidelines agreed to by the parties to this agreement.
- 5.5 For Conventional service, for the period beginning on April 1, 2010 and ending on March 31, 2011, as authorized under section 18 of the British Columbia Transit Regulation, B.C. Reg. 30/91, the municipality shall contribute a percentage equal to 53.31% (municipal share) plus \$878,000 and the authority shall contribute a percentage equal to 46.69% (provincial share) minus \$878,000 of the amounts required to defray the classes of expenses prescribed in Section 8 (1) (a) (i), (iii) and (iv) of that regulation.

For Custom/Paratransit service, for the period beginning on April 1, 2010 and ending on March 31, 2011, as authorized under section 18 of the British Columbia Transit Regulation, B.C. Reg. 30/91, the municipality shall contribute a percentage equal to 33.31% (municipal share) plus \$123,984 and the authority shall contribute a percentage equal to 66.69% (provincial share) minus \$123,984 of the amounts required to defray the classes of expenses prescribed in Section 8 (1) (b) (i), (iii) and (iv) of that regulation.

Nanaimo, B.C.

2010

SECTION 6 - Notices and Communication

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

Regional District of Nanaimo

c/o Manager of Transportation Services
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

and to

BC Transit

c/o Chief Operating Officer
520 Gorge Road East
Victoria, BC V8W 2P3

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

NANAIMO A.O.A.

2010/11

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals and where a party is a corporate entity the seal of such party has been affixed hereto in the presence of its duly authorized officer this _____ day of _____

THE CORPORATE SEAL OF **THE REGIONAL DISTRICT OF NANAIMO** has been hereto affixed in the presence of:

THE COMMON SEAL OF **BRITISH COLUMBIA TRANSIT** has been hereto affixed in the presence of:

CHIEF OPERATING OFFICER

CHIEF FINANCIAL OFFICER

MEMORANDUM

2010/11

SCHEDULE "A" - Transit Service Area Boundaries

The boundaries of the Municipal Transit Service Area shall be defined as follows:

The boundaries of the Nanaimo Regional Transit Service Area shall include the corporate boundaries of the City of Nanaimo, the City of Parksville, the Town of Qualicum Beach and the District of Lantzville and Electoral Areas A, D, E, G and H of the Regional District of Nanaimo.

SCHEDULE "B" – Service Specifications

Nanaimo Regional Base Budget Official AOA 2010/2011

Schedule 'B'

Effective Apr 01, 2010

Scheduled Revenue Service

10/11 NAN Spring (Apr 01, 2010 to Jun 26, 2010)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Apr 05, 2010	May 24, 2010	
Hrs/Day	330.83	330.83	330.83	330.83	333.02	245.07	126.47	126.47	126.47	
Kms/Day	7,195.45	7,195.45	7,195.45	7,195.45	7,277.08	5,240.20	2,874.07	2,874.07	2,874.07	
10/11 NAN Summer (Jun 27, 2010 to Sep 04, 2010)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Jul 01, 2010	Aug 02, 2010	
Hrs/Day	292.00	292.00	292.00	292.00	295.00	245.07	126.47	126.47	126.47	
Kms/Day	6,270.33	6,270.33	6,270.33	6,270.33	6,563.02	5,240.20	2,874.07	2,874.07	2,874.07	
10/11 NAN Fall (Sep 05, 2010 to Dec 18, 2010)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Sep 06, 2010	Oct 11, 2010	Nov 11, 2010
Hrs/Day	330.83	330.83	330.83	330.83	333.02	245.07	126.47	126.47	126.47	126.47
Kms/Day	7,195.45	7,195.45	7,195.45	7,195.45	7,277.08	5,240.20	2,874.07	2,874.07	2,874.07	2,874.07
10/11 NAN Winter Break (Dec 19, 2010 to Jan 01, 2011)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Dec 26, 2010		
Hrs/Day	292.00	292.00	292.00	292.00	295.00	245.07	126.47	126.47		
Kms/Day	6,270.33	6,270.33	6,270.33	6,270.33	6,563.02	5,240.20	2,874.07	2,874.07		
10/11 NAN Winter (Jan 02, 2011 to Mar 31, 2011)										
	Mon	Tue	Wed	Thu	Fri	Sat	Sun			
Hrs/Day	330.83	330.83	330.83	330.83	333.02	245.07	126.47			
Kms/Day	7,195.45	7,195.45	7,195.45	7,195.45	7,277.08	5,240.20	2,874.07			

Extra Revenue Service

	Apr. 2010	May, 2010	Jun, 2010	Jul, 2010	Aug, 2010	Sep, 2010	Oct, 2010	Nov, 2010	Dec, 2010	Jan, 2011	Feb, 2011	Mar, 2011
Extra Overload Hours	10.00	10.00	10.00				10.00	10.00	10.00	20.00	10.00	10.00
Extra Overload Kilometres	210.00	210.00	210.00				210.00	210.00	210.00	420.00	210.00	210.00
Extra School Service Hours				45.69								
Extra School Service Kilometres				546.24								

Adjusted Revenue Service

	Apr, 2010	May, 2010	Jun, 2010	Jul, 2010	Aug, 2010	Sep, 2010	Oct, 2010	Nov, 2010	Dec, 2010	Jan, 2011	Feb, 2011	Mar, 2011

2010/2011 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2010 to Apr 30, 2010	3	4	4	5	4	4	4	2	30	Apr 02, 2010 Good Friday 2010 (Fri)
May 01, 2010 to May 31, 2010	4	4	4	4	4	5	5	1	31	Apr 05, 2010 Easter Monday 2010 (Mon)
Jun 01, 2010 to Jun 26, 2010	3	4	4	4	4	4	3	0	26	May 24, 2010 Victoria Day 2010 (Mon)
Jun 27, 2010 to Jun 30, 2010	1	1	1	0	0	0	1	0	4	Jul 01, 2010 Canada Day 2010 (Thu)
Jul 01, 2010 to Jul 31, 2010	4	4	4	4	5	5	4	1	31	Aug 02, 2010 BC Day 2010 (Mon)
Aug 01, 2010 to Aug 31, 2010	4	5	4	4	4	4	5	1	31	Sep 06, 2010 Labour Day 2010 (Mon)
Sep 01, 2010 to Sep 04, 2010	0	0	1	1	1	1	0	0	4	Oct 11, 2010 Thanksgiving Day 2010 (Mon)
Sep 05, 2010 to Sep 30, 2010	3	4	4	4	3	3	4	1	26	Nov 11, 2010 Remembrance Day 2010 (Thu)
Oct 01, 2010 to Oct 31, 2010	3	4	4	4	5	5	5	1	31	Dec 25, 2010 Christmas Day 2010 (Sat)
Nov 01, 2010 to Nov 30, 2010	5	5	4	3	4	4	4	1	30	Dec 26, 2010 Boxing Day 2010 (Sun)
Dec 01, 2010 to Dec 18, 2010	2	2	3	3	3	3	2	0	18	Jan 01, 2011 New Years Day 2011 (Sat)
Dec 19, 2010 to Dec 31, 2010	2	2	2	2	2	2	1	2	13	
Jan 01, 2011 to Jan 01, 2011	0	0	0	0	0	0	0	0	1	
Jan 02, 2011 to Jan 31, 2011	5	4	4	4	4	4	5	0	30	
Feb 01, 2011 to Feb 28, 2011	4	4	4	4	4	4	4	0	28	
Mar 01, 2011 to Mar 31, 2011	4	5	5	5	5	4	4	0	31	
Total	47	52	52	51	51	50	51	11	365	11 Exceptions

Monthly Summary

Month	Conventional Transit						
	Revenue Hours			Total	Revenue Kilometers		
Scheduled	Extra	Adjusted	Scheduled		Extra	Adjusted	Total
April, 2010	8,237.99	10.00	8,247.99	179,566.67	210.00		179,776.67
May, 2010	8,608.53	10.00	8,618.53	187,660.94	210.00		187,870.94
June, 2010	8,656.69	10.00	8,666.69	188,308.14	210.00		188,518.14
July, 2010	8,004.70	45.69	8,050.39	172,711.73	546.24		173,257.97
August, 2010	7,883.10	0.00	7,883.10	170,252.91	0.00		170,252.91
September, 2010	8,453.14	10.00	8,463.14	183,997.82	210.00		184,207.82
October, 2010	8,611.72	10.00	8,621.72	187,762.57	210.00		187,972.57
November, 2010	8,568.62	10.00	8,578.62	186,782.12	210.00		186,992.12
December, 2010	8,474.46	20.00	8,494.45	183,891.30	420.00		184,311.30
January, 2011	8,568.82	10.00	8,578.82	186,782.12	210.00		186,992.12
February, 2011	8,111.52	10.00	8,121.52	176,852.60	210.00		176,502.50
March, 2011	9,104.01	10.00	9,114.01	198,278.95	210.00		198,488.95
Total	101,284.49	155.69	101,440.18	2,202,667.87	2,866.24	0.00	2,205,524.11

Nanaimo

2010

Nanaimo Custom Base Budget Official AOA 2010/2011

Schedule 'B'

Effective Apr 01, 2010

Scheduled Revenue Service

10/11 Full Year (Apr 01, 2010 to Mar 31, 2011)							
	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Mts/Day	80.00	80.00	80.00	80.00	80.00	32.00	20.00
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Flexible Hours

	Apr. 2010	May 2010	Jun. 2010	Jul. 2010	Aug. 2010	Sep. 2010	Oct. 2010	Nov. 2010	Dec. 2010	Jan. 2011	Feb. 2011	Mar. 2011
	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00

Extra Revenue Service

	Apr. 2010	May 2010	Jun. 2010	Jul. 2010	Aug. 2010	Sep. 2010	Oct. 2010	Nov. 2010	Dec. 2010	Jan. 2011	Feb. 2011	Mar. 2011

Adjusted Revenue Service

	Apr. 2010	May 2010	Jun. 2010	Jul. 2010	Aug. 2010	Sep. 2010	Oct. 2010	Nov. 2010	Dec. 2010	Jan. 2011	Feb. 2011	Mar. 2011

2010/2011 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2010 to Apr 30, 2010	3	4	4	5	4	4	4	2	30	Apr 02, 2010 Good Friday 2010 (Fri)
May 01, 2010 to May 31, 2010	4	4	4	4	4	5	5	1	31	Apr 05, 2010 Easter Monday 2010 (Mon)
Jun 01, 2010 to Jun 30, 2010	4	5	5	4	4	4	4	0	30	May 24, 2010 Victoria Day 2010 (Mon)
Jul 01, 2010 to Jul 31, 2010	4	4	4	4	5	5	4	1	31	Jul 01, 2010 Canada Day 2010 (Thu)
Aug 01, 2010 to Aug 31, 2010	4	5	4	4	4	4	5	1	31	Aug 02, 2010 BC Day 2010 (Mon)
Sep 01, 2010 to Sep 30, 2010	3	4	5	5	4	4	4	1	30	Sep 06, 2010 Labour Day 2010 (Mon)
Oct 01, 2010 to Oct 31, 2010	3	4	4	4	5	5	6	1	31	Oct 11, 2010 Thanksgiving Day 2010 (Mon)
Nov 01, 2010 to Nov 30, 2010	5	5	4	3	4	4	4	1	30	Nov 11, 2010 Remembrance Day 2010 (Thu)
Dec 01, 2010 to Dec 31, 2010	4	4	5	5	5	3	3	2	31	Dec 25, 2010 Christmas Day 2010 (Sat)
Jan 01, 2011 to Jan 31, 2011	5	4	4	4	4	4	5	1	31	Dec 26, 2010 Boxing Day 2010 (Sun)
Feb 01, 2011 to Feb 28, 2011	4	4	4	4	4	4	4	0	28	Jan 01, 2011 New Years Day 2011 (Sat)
Mar 01, 2011 to Mar 31, 2011	4	5	5	5	4	4	4	0	31	
Total	47	52	52	51	51	50	51	11	365	11 Exceptions

Monthly Summary

Month	Revenue Hours				Revenue Kilometers				
	Scheduled	Extra	Flexible	Adjusted	Total	Scheduled	Extra	Adjusted	Total
April, 2010	1,898.00		38.00		1,848.00	0.00			
May, 2010	1,860.00		38.00		1,898.00	0.00			
June, 2010	1,968.00		38.00		2,006.00	0.00			
July, 2010	1,920.00		38.00		1,958.00	0.00			
August, 2010	1,928.00		38.00		1,946.00	0.00			
September, 2010	1,858.00		38.00		1,926.00	0.00			
October, 2010	1,860.00		38.00		1,898.00	0.00			
November, 2010	1,860.00		38.00		1,926.00	0.00			
December, 2010	1,896.00		38.00		2,034.00	0.00			
January, 2011	1,908.00		38.00		1,948.00	0.00			
February, 2011	1,808.00		38.00		1,846.00	0.00			
March, 2011	2,048.00		38.00		2,086.00	0.00			
Total	22,860.00	0.00	458.00	0.00	23,316.00	0.00	0.00	0.00	0.00

Attachment A.0.1

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2010/2011

Schedule C

Nanaimo Regional Conventional Transit

Official AOA 2010/2011

TRANSIT REVENUE	
Farebox Cash	\$1,015,284
Tickets & Passes	\$1,656,516
BC Bus Pass	\$764,400
Advertising	\$49,169
TOTAL REVENUE	\$3,485,369
EXPENDITURES	
Fixed Costs	\$852,521
Variable Hourly Costs - Scheduled Service	\$4,761,685
Variable Hourly Costs - Extra Service	\$7,319
Variable Distance Costs - Scheduled Service	\$1,389,632
Variable Distance Costs - Extra Service	\$1,802
Maintenance - Running Repairs	\$910,551
Maintenance - Accident Repairs	\$31,661
ICBC Insurance	\$108,500
Captive Insurance	\$26,387
Information Systems	\$58,223
H.S.T.	\$87,898
TOTAL DIRECT OPERATING COSTS	\$8,236,178
Marketing	\$75,000
Interest Credit	-\$41,818
Municipal Administration	\$164,724
BCT Management Services	\$599,310
TOTAL OPERATING COSTS	\$9,033,394
Debt Service - Vehicles (Local Share)	\$927,668
Debt Service - Equipment (Local Share)	\$21,441
TOTAL DEBT SERVICE - LOCAL SHARE	\$949,109
TOTAL COSTS	\$9,982,503
COST SHARING	
Municipal Share of Costs	\$5,296,749
Municipal Flex Funded Amount	\$878,000
Less: Total Revenue	\$3,485,369
Less: Municipal Administration	\$164,724
Net Municipal Share of Costs	\$2,524,656
Authority Share of Costs	\$3,807,753
STATISTICS	
Scheduled Revenue Hours	101,284.49
Extra Revenue Hours	155.69
Scheduled Revenue Kilometres	2,202,667.87
Extra Revenue Kilometres	2,856.24
Total Passengers	2,490,000
<i>Conventional Passengers</i>	<i>2,490,000</i>

01/01/10

10

01/01/11

Schedule C

Nanaimo Custom Transit

Official AOA 2010/2011

TRANSIT REVENUE	
Farebox Cash	\$231,300
TOTAL REVENUE	\$231,300
EXPENDITURES	
Fixed Costs	\$189,714
Variable Hourly Costs - Scheduled Service	\$834,596
Variable Distance Costs - Scheduled Service	\$126,789
Maintenance - Running Repairs	\$90,075
Taxi Supplement	\$40,000
Taxi Saver Program	\$20,000
Taxi Saver Recoveries	-\$10,000
ICBC Insurance	\$16,700
Captive Insurance	\$10,613
Information Systems	\$27,000
H.S.T.	\$15,703
TOTAL DIRECT OPERATING COSTS	\$1,361,190
Marketing	\$5,000
Interest Credit	-\$6,875
Municipal Administration	\$27,224
BCT Management Services	\$106,341
TOTAL OPERATING COSTS	\$1,492,880
Debt Service - Vehicles (Local Share)	\$143,566
Debt Service - Equipment (Local Share)	\$3,058
TOTAL DEBT SERVICE - LOCAL SHARE	\$146,624
TOTAL COSTS	\$1,639,504
COST SHARING	
Municipal Share of Costs	\$602,603
Municipal Flex Funded Amount	\$123,984
Less: Total Revenue	\$231,300
Less: Municipal Administration	\$27,224
Net Municipal Share of Costs	\$468,063
Authority Share of Costs	\$912,917
STATISTICS	
Scheduled Revenue Hours	23,316.00
Total Passengers	80,000
Custom/Para Passengers - Vans	73,400
Custom/Para Passengers - Taxi Supplement	3,700
Taxi Saver Passengers	2,900

2010/11

2010/11

Schedule "D" - Payment Schedule

Nanaimo Regional Conventional Transit and Custom Transit 2010/2011 AOA BUDGET

1) Payment Schedule

The Authority agrees to pay the Operating Company a monthly payment on the following basis:

a) for Specified Service in Schedule "B":

- i) \$86,852.92 for Fixed Monthly Payment; plus
- ii) \$47.01 per Revenue Hour for conventional transit service; plus
- iii) \$35.79 per Revenue Hour for custom transit service; plus
- iv) \$0.6066 per Revenue Kilometre for fuel for conventional transit service.
- v) \$0.0243 per Revenue Kilometre for tires for conventional transit service.

b) for Deleted Fixed Costs as outlined in Section 6 (2), an amount equal to 1/365 of the Fixed Monthly Costs amount contained in Schedule "C" shall be deducted for each day or part day

c) for Added Service or Deleted Service within the regular hours of system operation specified in Schedule "B":

- i) \$47.01 per Revenue Hour for conventional transit service; plus
 - ii) \$35.79 per Revenue Hour for custom transit service; plus
 - iii) \$0.6066 per Revenue Kilometre for fuel for conventional transit service.
 - iv) \$0.0243 per Revenue Kilometre for tires for conventional transit service.
- with allowance for wage premium payments (up to 1.5 times the regular Revenue Hour payment), if applicable, when service is added beyond the regular hours of operation.

d) for Maintenance:

- i) \$40.88 per hour for labour by a licensed mechanic for the maintenance of transit vehicles

e) for fuel costs, in the event diesel fuel costs should exceed \$1.0400 / litre a payment will be made in accordance with Section 6 (3) of this agreement to compensate the Operating Company for the actual cost of all diesel fuel consumed to a maximum of 1,284,770.50 litres for Scheduled Revenue Kilometres in Schedule "B". This maximum number of litres will be adjusted in proportion to Extra or Deleted Revenue Service Kilometres.

f) Prior to conducting a Special Group Trip, the Operating Company must apply for and receive from BC Transit, a pre-approval to conduct the trip, the cost recovery rates to be charged and the method of payment.

Information contained in Schedule "C" - Budget and Schedule "D" - Payment Schedule is subject to the Freedom of Information and Protection of Privacy Act.

Consult with BC Transit prior to releasing information in these Schedules to individuals or companies other than those who are party to the Agreement.

SCHEDULE "E" – Tariff-Fares

Fare Zones:

The boundaries of fare zones for this Tariff are described as follows:

Zone 1 - Regional District of Nanaimo

This zone encompasses that area within the existing transit service area.

Fares:

Conventional Transit Service:

- a) Single Cash Fares:
 - i) Adult \$2.25
 - ii) Senior \$2.00
 - iii) Youth (6-18 yrs) \$2.00
 - iv) College Student \$2.25
 - v) Child under 6 years, Free when accompanied by an adult.
 - vi) Accessible Transit Attendant, Free

- b) Tickets:
 - i) 10 x \$2.25 fares, sold for \$20.25
 - ii) 10 x \$2.00 fares, sold for \$18.00

- c) BC Bus Pass valid for the current calendar year.

- c) CNIB Pass available from the local office of the CNIB.

- d) BC Transit Employee Bus Pass

- e) One-Day Pass:
 - i) Adult \$5.75
 - ii) College Student \$4.50
 - iii) Senior/Youth \$4.50

- f) Monthly Pass
 - i) Adult \$60.75
 - ii) College Student \$49.50
 - iii) Senior/Youth \$37.00

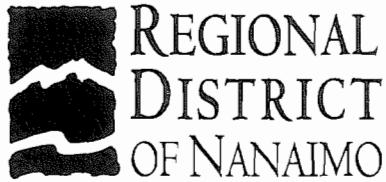
- g) Semester Pass
 - i) College Student \$158.50

Custom Transit Service:

Registered Users and Companions:

- a) 5 Prepaid Tickets \$16.25
- b) 20 Prepaid Tickets \$60.00
- Attendants Accompanying Registered Users Free

Note: Visitors (elsewhere in B.C. and outside B.C.) are eligible for temporary handyDART service.



EAP		COV
COW		
RHD		
BOARD	!	May 25 '10

MEMORANDUM

TO: Tom Armet, Manager,
Building, Bylaw and Emergency Planning Services

DATE: May 14, 2010

FROM: Jani M. Drew, Emergency Coordinator

FILE:

SUBJECT: Open Burning Provincial Regulation Changes

PURPOSE

To advise the Board of recent changes to open burning regulations proposed by the Ministry of Forests and Ranges (MoF/R) for the Coastal Fire Zone.

BACKGROUND

The summer of 2009 was the worst fire season experienced in the Coastal Fire Zone in recent memory, with over twice the number of wildfires seen, burning on average over 7,000 hectares of land. The risk of interface fires in the coastal zone is high, with land rich in homes, watersheds, infrastructure and forests. In addition to fire response within public and private lands not governed and enforced by existing local open burning bylaws, MoF/R undertakes prevention activities to attempt to reduce person caused wildfires (which constitute almost half of all fires) and to limit the impact of smoke.

In an effort to reduce fires by improving prevention measures, MoF/R's Coastal Fire Center issued a "Prohibition Fact Sheet" on April 12, 2010 (attached) to local authorities and other related stakeholders, giving advance notice and inviting feedback on open burning regulation changes that take effect on May 15, 2010. The changes were made to address several key issues; to streamline the implementation of fire restrictions; to write the prohibition public notices in plain language to make it less confusing to MoF/R, the public and local authorities; and to align prohibition boundaries with those of existing regional district boundaries where possible. The provincial regulations apply to areas in the RDN that do not have regulatory outdoor burning bylaws.

New Prohibition Details:

Provincial regulations prohibit backyard burning from **May 15 to October 15**. Restrictions refer to:

- Waste, slash or other material, piled or unplied, that is larger than 0.5 metres in height and 0.5 metres in width, but smaller than two metres in height and three metres in width
- Stubble or grass that is being burned over an area greater than 2,000 square metres
- The ban does *not* apply to cooking stoves that use gas, propane or briquettes, or to open fires, including campfires, that are a half-metre by a half-metre or smaller.
- For fires larger than two metres by two metres, a burn registration number is required
- The use of burn barrels will be considered a medium open sized fire and is restricted
- *Registered* large land clearing piles are permitted, depending on assessed Fire Danger Ratings.
- Those found in contravention of the ban are subject of a fine of \$345 or may be held responsible for suppression costs.

The Regional District of Nanaimo has three burning bylaws which permit cooking fires within a BBQ or pit, incinerator fires, and fires started by the service area Fire Department for the purposes of training or to prevent the spread of fire. Prohibited fires include construction or clearing waste fire, or agricultural clearing waste fires without a permit. Prohibited burning dates in these service areas are different from the provincial regulations:

1. Bylaw 920, French Creek area: no garden refuse burning from April 15 to October 15.
2. Bylaw 922, Parksville area (Martindale, San Pareil, and Fourneau Rd. areas): no garden refuse burning from April 15 to October 15.
3. Bylaw 1028/Extension: no garden refuse burning from April 1 to October 31

In terms of enforcement, forest protection officials can issue tickets at the time of the offense. Similarly, RDN staff can issue violation tickets for burning offenses.

ALTERNATIVES

This report is presented for the Board's information only.

FINANCIAL IMPLICATIONS

There are no financial implications in receiving this report.

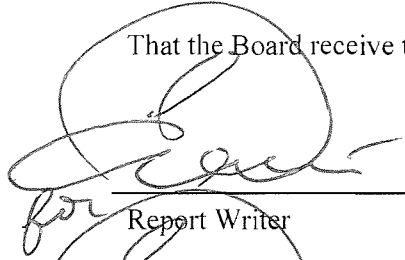
SUMMARY

The Province has made changes to open or 'backyard' burning regulations. The primary changes are the closure dates of May 15 to October 15; that cooking stoves or small campfires are exempted; and that prohibition notices will be written in plain language to reduce confusion.


One of the primary objectives of the new prohibitions is to reduce confusion with area residents as to whether they are subject to closure dates contained within open burning regulatory bylaws, or with provincial closure dates. The three RDN burning bylaws apply to specific fire service areas, with the balance of the Regional District falling under provincial regulations. The essential differences in the burning regulation areas are the effective prohibition dates. RDN bylaws prohibit backyard burning between April and October. Areas that fall under provincial regulations begin the burning ban in May. The province may consider further alignments at a future date to further reduce any public confusion. The public will need to be advised in a timely manner about the new regulations, as fire season is already upon us. RDN staff will be working cooperatively with Ministry of Forests and Range and Coastal Fire Center staff on consistent messaging and information dissemination.

RECOMMENDATION

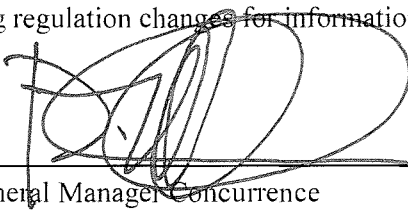
That the Board receive this report on Provincial open burning regulation changes for information.



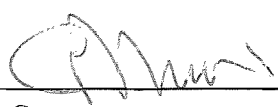
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence



Coastal Fire Centre PROHIBITION FACTSHEET

April 22, 2010

Ministry of Forests and Range
Coastal Fire Centre

Background

The summer of 2009 in the Coastal Fire Centre was perhaps the worst fire season in recent memory, with over twice the number wildfires seen on average burning over 7000 hectares of land. Evacuations were undertaken in Pemberton, Bella Coola and Pitt Lake.

The Coastal Fire Centre encompasses over 75% of the population of BC within its borders, and is responsible for fire response to 2.1 million hectares of land. The risk of interface fires on the Coast is high, with land rich in homes, watersheds, infrastructure and forests.

The Coastal Fire Centre is responsible for wildfire response within its geographic and jurisdictional area and undertakes prevention activities to attempt to reduce person caused wildfires. Over the course of the summer of 2009, various fire restrictions were put in place at various times, over various areas, to reduce the number of person caused fires.

The Coastal Fire Centre undertook reviews in the fall of 2009 to see what improvements could be made for the future. One issue we heard loud and clear was that the process of implementing fire restrictions was confusing and cumbersome, and caused difficulties for our own staff as well as for local governments and the public. Over the winter a new prohibition process has been developed to streamline the process and make it more understandable to the public.

Invitation for Feedback

We would like to invite you to comment on our new proposal, and encourage you to consider how this would impact you in your professional and personal life. Please respond to the e-mail or phone number below, or to your local Fire Zone representative who may have already contacted you in respect of this matter.

Q: Where does the Coastal Fire Centre have jurisdiction with respect open burning?

A: The Coastal Fire Centre through the *Wildfire Act* has jurisdiction over all public and private land not governed and enforced by an existing local burn bylaw that administers open fire.

Q: What are the major changes to the prohibition notification process?

A: The Coastal Fire Centre will publish prohibition notices in plain language. For example, rather than stating "all Category 1, 2 and 3 fires are restricted except campfires", the text would say "The Coastal Fire Centre prohibits any open fire over 0.5 metre wide by 0.5 metre tall. Campfires are permitted if they burn gas or piled woody material less than 0.5x0.5 metres, and are undertaken in a safe manner..."

Prohibition boundaries will be designed to follow existing regional district boundaries wherever possible. Our review found that this seems to be the most efficient way to minimize public confusion when administrating prohibitions since regional district boundaries are well known and publically posted.

Q: When would these prohibitions take place?

A: The Coastal Fire Centre plans to implement a fire prohibition that covers backyard open burning of yard cleanup debris, grass etc between May 15 and October 15. Large open fires for land clearing that require burn registration numbers and campfires under 0.5 x 0.5 metres in size will not be restricted at this time.

Campfires and large land clearing burning will be restricted following 3 consecutive days of High Fire Danger monitored by key representative weather stations within each of our six fire zones in the Coastal Fire Centre. The only area within the Coastal Fire Centre where the campfire prohibition may not be applied is within the Coastal Fog Zone (see below).

Q: Why are you choosing May 15 to October 15?

A: The Coastal Fire Centre has reviewed existing local government open burning bylaws and has decided that May 15 to October 15 is an appropriate date to enact backyard burning prohibitions in order to align with neighbouring local bylaws. The intention is to establish consistency with respect to the administration of these types of open burns. In time we may be able to align this period with local bylaws.

Q: Will a campfire prohibition apply to gas fuelled portable campfires?

A: When the Coastal Fire Centre enacts a campfire prohibition it will not be restricting the use of gas fuelled portable campfire devices that burn with a maximum flame height of less than 15 centimetres and are conducted in the same safe manner as wood burning campfires. The campfire prohibition will focus on wood burning campfires.

Q: What other devices or activities will be subject to restrictions?

A: The use of burn barrels will be considered a medium sized open fire and be restricted from May 15 to October 15. High risk activities such as the use of fireworks or high risk devices that produce sparks or use open flames such as Tiki torches will most likely be restricted at the same time as campfires. The new wording in the prohibition notice will clarify the devices and activities being restricted.

Q: Why are large land clearing piles allowed when backyard piles and grass are prohibited?

A: Current procedures require all land clearing piles to be registered. This makes it relatively easy to revoke or re-instate these registration numbers as local weather impacts fire danger. The Coastal Fire Centre encourages the reduction of wildfire hazard from land clearing debris and has found the flexibility of the fire registration process useful to allow safe burning of large piles when weather is favourable.

Q: What is the Coastal Fog zone?

A: The Coastal Fog Zone is a two kilometre wide band of land stretching northward from Owen Point near Port Renfrew to Port Hardy municipal boundary along the exposed outer coast of Vancouver Island. The dense sea fog during dry summer periods results in a unique micro climate that substantially reduces the risk of fires escaping from campfires within this zone.

When the Coastal Fire Centre implements a campfire prohibition, the dryness of the fuels in the Fog Belt will be reviewed and if the fire risk is substantially lower than the representative weather stations, the prohibition will not be applied to this area



CAO APPROVAL	
EAP	
COW	
RHD	
BOARD	✓ May 25 '10

MEMORANDUM

TO: Tom Armet, Manager
Building, Bylaw and Emergency Planning Services

DATE: May 18, 2010

FROM: Brian Brack
Bylaw Enforcement Officer

FILE: CE2009000013

SUBJECT: Unsightly Premises - 2307 Gould Road West, Electoral Area 'A'

PURPOSE

To obtain Board direction regarding an on-going property maintenance contravention at the above-noted location.

BACKGROUND

Property: 2307 Gould Road West, Electoral Area 'A'

Legal Description: Lot 23, Section 11, Range 2, Cedar District, Plan 23856

Property Owners: Lorinne E. Anderson
2307 Gould Road West, Cedar, BC

John M. Anderson and Judith E. Anderson
3091 West 33rd Ave., Vancouver, BC

Zoning: Residential 2 – Bylaw 500

The subject property is located in a residential area of single family homes in Yellow Point and is zoned Residential 2 (RS2) pursuant to *Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987*. Following complaints from several neighbors, staff conducted an inspection of the property which was found to contain in excess of 15 derelict/disused uninsured vehicles in the rear yard, discarded building material, disused/discarded household items, scrap metal, auto-parts and other refuse (*see photos Attachment No. 1*).

There have been three previous complaints about the condition of this property since 2005. Staff has previously visited the property and spoke to the property owner (Lorinne Anderson) several times regarding the condition of the property. In addition, staff corresponded in writing with the property owners on numerous occasions. To date this has had no effect, and the property remains unsightly.

On May 11, 2010 the Regional District of Nanaimo Committee of the Whole upon hearing submission by Lorinne Anderson referred this matter back to staff for further investigation and report.

As per Board direction, staff conducted a further inspection of the subject property on May 17, 2010 and observed minimal improvement. Staff had a lengthy discussion with property owner as to what steps are required to bring the property into compliance with the Bylaw.

ALTERNATIVES

1. That the owners be directed by way of Board Resolution, to remove the identified discarded and disused material from the property within fourteen (14) days, or the work will be undertaken by the Regional District of Nanaimo’s agents at the owner’s cost.
2. To not consider a clean up Resolution pursuant to “Unightly Premises Regulatory Bylaw No. 1073, 1996.”

FINANCIAL IMPLICATIONS

If the Board adopts a resolution to have the identified material removed from the property, any costs incurred by the Regional District of Nanaimo or its agent with respect to the removal may be recovered from the property owner.

CONCLUSION

The owners have demonstrated an unwillingness to comply with the provisions of the Unightly Premises bylaw or to maintain the property to a reasonable standard as compared to surrounding properties. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

RECOMMENDATION

That the owners of the subject property be directed to remove from the premises those items as set out in the attached Resolution within fourteen (14) days, or the work will be undertaken by the Regional District of Nanaimo’s agents at the owner’s cost.

Report Writer

General Manager Concurrence

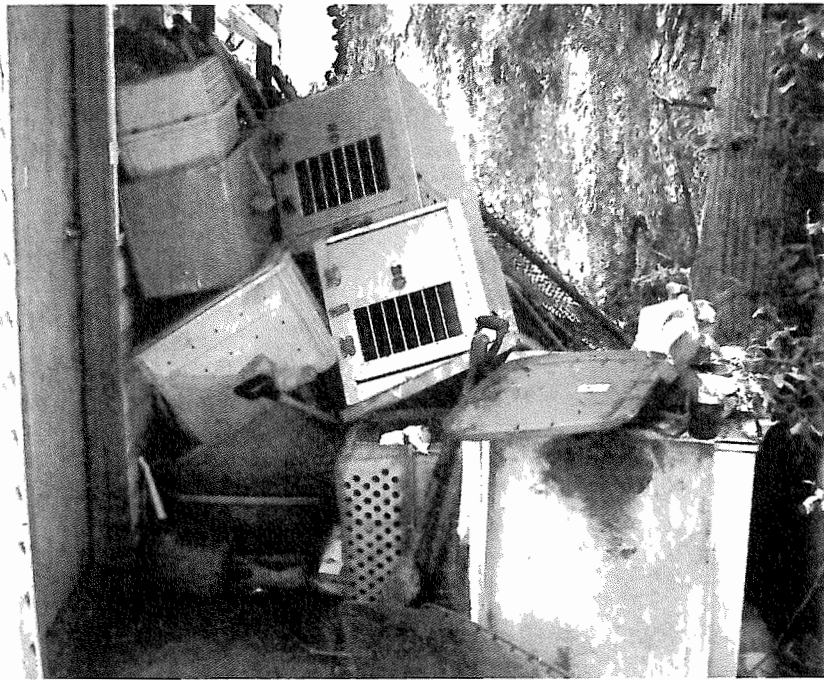
Manager Concurrence

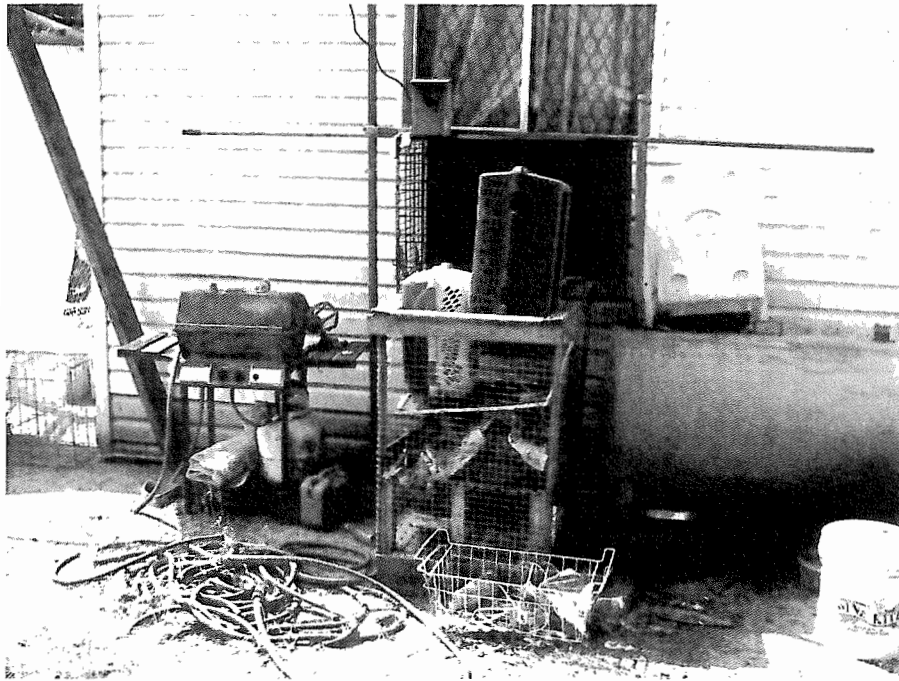
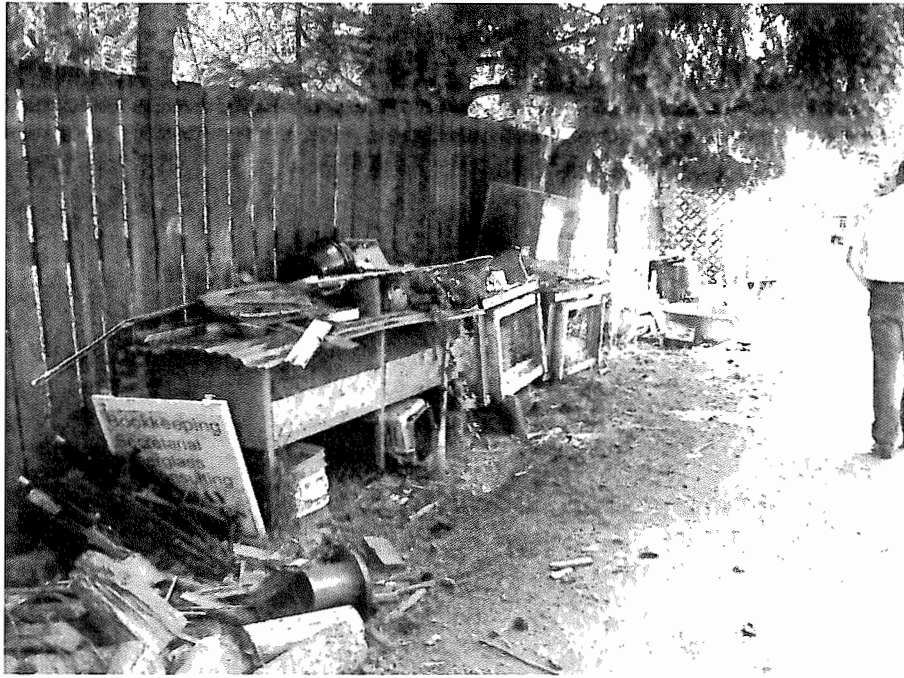
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COMMENTS:

Attachment 1
Photographs – May 17, 2010













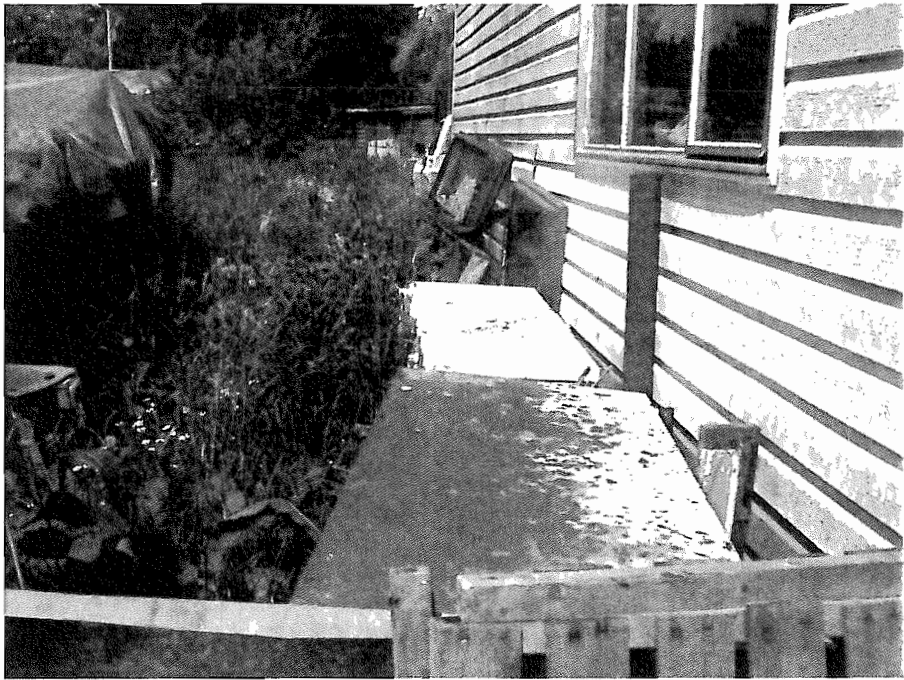
















Attachment #2

REGIONAL DISTRICT OF NANAIMO

RESOLUTION

“UNSIGHTLY PREMISES REGULATORY BYLAW NO. 1073, 1996.”

MOVED Director _____, SECONDED Director _____, that pursuant to the provisions of the “*Unightly Premises Regulatory Bylaw No 1073, 1996,*” and amendments thereto, IT IS HEREBY RESOLVED that the Owner(s)/Occupier(s) of the respective premises set forth below be notified to remove the accumulation of discarded and disused material/debris and to take such remedial measures as are specified:

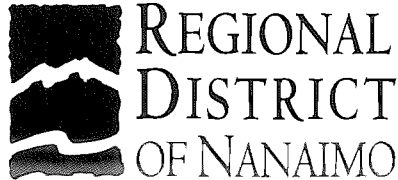
PROPERTY DESCRIPTION:	Lot 23, Section 11, Range 2, Cedar District, Plan 23856
LOCATION:	2307 Gould Road West, Electoral Area ‘A’
OWNER:	Lorinne E. Anderson 2307 Gould Road West, Cedar, BC John M. Anderson and Judith E. Anderson 3091 West 33 rd Ave., Vancouver, BC
UNSIGHTLY ACCUMULATION:	Derelict vehicles, discarded building material, disused/discarded household items, scrap metal, auto-parts and other debris.
REMEDIAL MEASURES:	To remove the derelict vehicles, discarded building material, disused/discarded household items, scrap metal, auto-parts and other debris leaving the property clean and tidy.

AND BE FURTHER RESOLVED that the Bylaw Enforcement Officer of the Regional District of Nanaimo BE AND IS HEREBY AUTHORIZED in default of such removal or remedial measures being undertaken by the Owner(s)/Occupier(s) within fourteen (14) days of receipt of Notice to do so, to carry out or have such work carried out, and the expense charged to the Owner(s)/Occupier(s). If unpaid by December 31st in the year in which the work is done, the expenses shall be added to and form part of the taxes payable on that real property as taxes in arrears.

I hereby certify the foregoing to be a true and correct copy of a Resolution passed by the Board at its regular meeting, held May 25, 2010

DATED at Nanaimo, BC this ____ day of _____, 2010.

Senior Manager, Corporate Administration



CAO APPROVAL		(CW)
EAP		
COW		
RHD		
BOARD	✓	May 25 '10

MEMORANDUM

TO: Carey McIver
Manager Solid Waste

DATE: May 20, 2010

FROM: Jeff Ainge
Zero Waste Coordinator

FILE: 5365-72

SUBJECT: **Solid Waste Disposal Service
Contract Award for Supply and Distribution of Green Bins**

PURPOSE

To award a contract for the supply and distribution of green bins for region-wide residential food waste collection.

BACKGROUND

In October 2010 the RDN and its municipal partners will be launching a region-wide curbside residential food waste collection program that will divert more than 6,000 tonnes of organic food waste annually from landfill disposal. This new collection program requires the purchase of specially designed containers to store household food waste prior to collection.

In April 2010, the Board approved the release of up to \$1,857,000 from the Solid Waste Disposal Service Reserve Fund for the purpose of purchasing and distributing the containers. A Request for Proposals (RFP) was issued by staff on April 23rd. The RFP was prepared to solicit prices for three components:

1. 55,000 in-home (kitchen) containers
2. 55,000 curbside containers
3. Distribution of containers to homes receiving curbside collection service

At the close of the Proposal call on May 14, 2010, four proposals had been submitted.

Proposal Evaluation

Proposals were evaluated using five key criteria points. The primary criteria point was price, which made up 70% of the evaluation. The remaining criteria included product characteristics and specifications (10%); production plan and distribution plan (7.5%); experience and references (7.5%); and warranty of the products (5%).

Proponents could submit a price for the kitchen container only, or the curbside container only, or a price to supply both. Proponents submitting prices to supply the curbside container were required to include a distribution plan and price for distributing both containers (even if the kitchen container was not supplied by them).

Kitchen Container Prices

Three proponents provided prices for the supply of kitchen containers. Only one of those proponents (ORBIS Canada Ltd.) offered prices for the supply of both kitchen and curbside containers. Table 1 outlines the prices from proponents offering to supply the kitchen container.

Table 1: Kitchen Container Prices

Proponent	Kitchen Container (per unit cost)
ORBIS Canada (if also supplying the curbside container)	\$2.75
ORBIS Canada (if only supplying the kitchen container)	\$3.25
SCS	\$3.30
Sure-Close	\$3.95

ORBIS Canada provided the lowest price of \$2.75 which included an incentive of 50 cents per unit if they were awarded the supply of both kitchen and curbside containers.

Curbside Container and Distribution Prices

Two proponents provided prices for the curbside container and distribution. Table 2 shows the combined cost for the curbside container and the least expensive kitchen containers, along with the cost to distribute the containers to each resident.

Table 2: Curbside Container Prices and Total Unit Cost

Proponent	Curbside Container	Lowest Kitchen Container Cost	Distribution Cost	Per Unit Total Cost
IPL	\$23.67	\$3.25	\$3.00	\$29.92
ORBIS Canada Ltd.	\$18.75	\$2.75	\$3.73	\$25.23

ORBIS Canada Ltd. provided a total unit price of \$25.23 which is considerably lower than the price to combine the IPL curbside container with the ORBIS kitchen container.

Other Evaluation Criteria

In terms of the other evaluation criteria, ORBIS was also the clear winner. Their containers met the specifications required in the RFP, whereas the IPL container was larger and more suited to semi-automated collection systems. All kitchen containers proposed met the specifications and could perform the required function. The ORBIS distribution plan was comprehensive and showed an understanding of the local challenges (such as phasing of distribution in the City of Nanaimo, and servicing Gabriola Island). Three of the proponents were the manufacturers of their containers, only SCS (a locally based company) proposed to source their kitchen containers from a separate manufacturer and they did not provide details of experience or references. All containers come with warranties that either met or exceeded the five year requirement specified in the RFP.

ORBIS Canada Ltd. is the parent company of Norseman Environmental Products, the company who supplied the containers used in the successful food waste collection pilot project. The curbside containers proposed by ORBIS are the same as those used on the pilot project, which have performed well.

ALTERNATIVES

1. That the Board award the contract for supply and distribution of green bins and kitchen containers to ORBIS Canada Ltd.
2. That the Board not award the contract to ORBIS Canada Ltd. and award it to another supplier.

FINANCIAL IMPLICATIONS

Alternative 1

The Regional Board has approved the release of up to \$1,857,000 from the Solid Waste Disposal Service Reserve Fund for the purpose of purchasing and distributing the containers. By awarding the contract for supply of both kitchen and curbside containers plus distribution to ORBIS Canada Ltd., the anticipated total cost will be \$1,367,135 which is within the approved budget.

Alternative 2

Under Alternative 2, awarding the contract to a different supplier would result in increased costs of up to \$300,000 compared with awarding ORBIS the contract for all containers and distribution.

INTERGOVERNMENTAL IMPLICATIONS

All four partner municipalities will benefit from the bulk purchase of 55,000 curbside and 55,000 kitchen containers. Although the City of Nanaimo collection program is separate from the Regional District's program, the contract for supply will include containers for the City. The distribution plan also includes the City's collection routes and allows for the City's intended phasing in of food waste collection which is contingent upon them receiving new collection vehicles.

SUSTAINABILITY IMPLICATIONS

The implementation of region-wide residential curbside food waste collection is strongly supported by many residents and will reduce landfill GHG emissions as well as support local industries. The curbside program contributes to the region's sustainability by encouraging residents to reduce the amount of waste they send to the landfill thereby saving expensive landfill capacity as well as reducing greenhouse gas emissions.

SUMMARY


In April 2010 a Request for Proposals was issued for the supply and distribution of residential food waste containers. At the close of the Proposal call four submissions had been received from proponents bidding on either the supply of kitchen containers only, or the supply and distribution of kitchen containers and curbside containers.

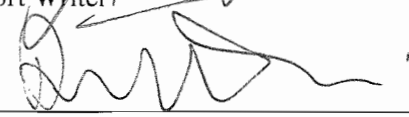
After reviewing the proposals the clear winner on price is ORBIS Canada Ltd. If the supply and distribution contract is offered to two separate proponents, costs climb by as much as \$300,000. By awarding the contract for supply of both kitchen and curbside containers plus distribution to ORBIS, efficiencies can be gained by not having to coordinate two separate suppliers.

Staff recommends the contract be awarded to ORBIS Canada Ltd., whose containers performed well on the pilot project food waste collection routes.

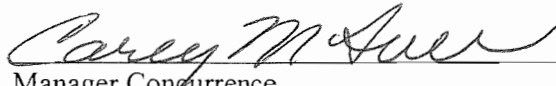
RECOMMENDATION


That the Board awards the contract for supply and distribution of green bins and kitchen containers to ORBIS Canada Ltd. for a total cost of \$1,367,135.



Report Writer


General Manager Concurrence



Manager Concurrence


CAO Concurrence