

**REGIONAL DISTRICT OF NANAIMO**

**REGULAR BOARD MEETING  
TUESDAY, OCTOBER 4, 2011  
(immediately following the Hospital Board meeting)**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
  - Bruce Halliday, Port Theatre**, re Annual Update.
  - Mary Wohlleben, Gabriola Island Museum Society**, re Annual Update.
- 10 - 11 **Ode Howard, Tammy Hudgeon, Neil Rich**, re Gabriola Rod, Gun and Conservation Club.
- 3. BOARD MINUTES**
- 12 - 17 Minutes of the regular Board meeting held August 23, 2011 and the Special Board meeting held September 13, 2011.
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
- 18 - 19 **Kimberley Nemrava, BC and Yukon Canadian Red Cross Society**, re Canadian Red Cross Water Safety and Swimming Delegation to China.
- 6. UNFINISHED BUSINESS**

**BYLAWS**

**For Adoption.**

**Bylaw No. 500.368 - Pilcher & Associates Inc. - 2465 Apollo Drive – Area ‘E’.**  
(Electoral Area Directors except EA ‘B’ – One Vote)

*That “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.368, 2011” be adopted.*

This bylaw rezones the subject property from Residential 1 Zone (RS1P) to Schooner Bay Manor Seniors Mobile Home Park Comprehensive Development Zone (CD43) to recognize an existing non-conforming mobile home park.

**Bylaw No. 975.56 – Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw – Bylaw to exclude six properties from Pump and Haul Local Service Area in Electoral Areas ‘B’ and ‘F’.**

*That "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.56, 2011" be adopted.*

This bylaw removes six properties from the Pump & Haul Local Service Area in Electoral Areas ‘B’ and ‘F’.

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

**7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE**

20 - 23 Minutes of the Electoral Area Planning Committee meeting held September 13, 2011, 2011. (for information)

**PLANNING**

**AMENDMENT APPLICATIONS**

**OCP Amendment Application No. PL2011-060 - Baynes Sound Investments – Area ‘H’.** (Electoral Areas except EA ‘B’ – One Vote)

- 1. That the applications to amend the Regional Growth Strategy and the Electoral Area 'H' Official Community Plan be held in abeyance until after the Village Centre Study has been completed.*
- 2. That the proposal for creation of a new village centre in Deep Bay be considered in the Village Centre Study.*
- 3. That staff investigate establishing a fee for requested changes to the Regional Growth Strategy.*

**DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. PL2011-113 – Hay – 1483 Mason Trail – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

*That Development Permit Application No. PL2011-113 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1 to 4.*

**Development Permit Application No. PL2011-141 - Fern Road Consulting Ltd. – 865 Crocus Corner – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

*That Development Permit Application No. PL2011-141 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1 to 3.*

**Development Permit Application No. PL2011-122 - Request for Frontage Relaxation on Subdivision Application No. PL2009-721 and Request for Parkland – TimberWest - Nanaimo Lakes Road – Area ‘C’.** (Electoral Areas except EA ‘B’ – One Vote)

1. *That Development Permit Application No. PL2011-122, in conjunction with a lot line adjustment subdivision, be approved subject to the conditions outlined in Schedule No. 1.*
2. *That the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 14 be approved.*
3. *That the offer to dedicate park land be accepted in the amount and location outlined in Schedule No. 2 and subject to the conditions outlined in Schedule No. 1.*

**Development Permit Application No. PL2011-137 & Frontage Relaxation – Yamato Development – Boat Harbour Road – Area ‘A’.** (Electoral Areas except EA ‘B’ – One Vote)

1. *That Development Permit Application No. PL2011-137 in conjunction with a five lot subdivision be approved subject to the conditions outlined in Schedule No. 1.*
2. *That the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 2 be approved.*

***DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS***

**Development Permit with Variance Application No. PL2011-127 – Whittall – 960 Woodpecker Place – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

**Delegations wishing to speak to Development Permit with Variance Application No. PL2011-127.** (maximum speaking time 5 minutes)

*That Development Permit with Variance Application No. PL2011-127 be approved subject to the conditions outlined in Schedule 1.*

**Development Permit with Variance Application No. PL2011-125 – Dorset - 1921 & 1949 Akenhead Road – Area ‘A’.** (Electoral Areas except EA ‘B’ – One Vote)

**Delegations wishing to speak to Development Permit with Variance Application No. PL2011-125.** (maximum speaking time 5 minutes)

*That Development Permit with Variance Application No. PL2011-125, in conjunction with a lot line adjustment subdivision, be approved subject to the conditions outline in Schedule No. 1.*

**OTHER**

**Request for Parkland (Subdivision Application No. PL2011-079) – 0885538 BC Ltd – 564 Wembley Road – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

1. *That the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 7, 8, 9 and 10 be approved.*
2. *That the request to accept the dedication of park land, as outlined in Schedule No. 1, be accepted.*
3. *That the Summary of the Public Information Meeting held on August 17, 2011, be received.*
4. *That correspondence be sent to the Ministry of Transportation & Infrastructure requesting to have the trees remain in the road allowance.*

**Request for Frontage Relaxation on Subdivision Application No. PL2011-066 – Fern Road Consulting Ltd. – Wembley Road – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

*That the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 7 be approved.*

**Temporary Use Permit (Renewal) Applications No. PL2011-146 and PL2011-147 – Earthbank Resources Systems & Fern Road Consulting – Hodges Road – Area ‘G’.** (Electoral Areas except EA ‘B’ – One Vote)

*That Temporary Use Permit (renewal) Applications No. PL2011-146 and PL2011-147 to continue to permit an existing commercial composting operation and accessory retail sales, for a period of three years after the expiration date of the original TUPs, be approved subject to the Conditions of Permit outlined in Schedule No. 2.*

**7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE**

24 - 29 Minutes of the Committee of the Whole meeting held September 13, 2011. (for information)

**COMMUNICATIONS/CORRESPONDENCE**

**South Wellington PAC, re Unsafe Buildings/Unsightly Premises at 2128 Minto Avenue – Area ‘A’.** (All Directors – One Vote)

*That the correspondence from the South Wellington PAC be received.*

## **CORPORATE ADMINISTRATION SERVICES**

### **Regional Services Review – Phase III Bylaws.**

(All Directors – One Vote)

1. *That the "Southern Community Economic Development Service Establishing Bylaw No. 1648" be introduced and read three times.*
2. *That the "Northern Community Economic Development Service Establishing Bylaw No. 1649" be introduced and read three times.*
3. *That the "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.01" be introduced and read three times.*

(Parksville/Qualicum Beach, EA's 'E', 'F', 'G', 'H' – Weighted Vote)

4. *That the "Regional District of Nanaimo District 69 Ice Arena Amendment Bylaw No. 1358.01" be introduced and read three times;*
5. *That the "Regional District of Nanaimo District 69 Swimming Pool Local Service Amendment Bylaw No. 899.01" be introduced and read three times.*
6. *That the following plebiscite question be included on the ballot in Electoral Area 'E' local government elections on November 19, 2011 to obtain the opinion of voters:*

*Are you in favour of the RDN implementing a regional service strategy that would include:*

- a) *Nanaimo, Parksville and Qualicum Beach becoming participants in the Drinking Water/Watershed Protection service;*
- b) *Amending the cost allocation formula for the District 69 (Oceanside Place) ice arena and the District 69 (Ravensong Aquatic Centre) swimming pool service to allocate 50% of the costs of the service based on usage; and*
- c) *Electoral Area E becoming a participant in the District 69 (Ravensong Aquatic Centre) swimming pool service with cost allocations based on participating area usage?*

### **2011 Local Government Elections – Appointment of Chief Election Officer and Deputy Chief Election Officer. (All Directors – One Vote)**

*That Maureen Pearse, Senior Manager of Corporate Administration, be appointed as the Chief Election Officer and Linda Burgoyne, Administrative Coordinator, be appointed as the Deputy Chief Election Officer for the purpose of conducting the November 19, 2011 local government elections and referendums.*

**Islands Trust – Election Services Agreement.** (All Directors – Weighted Vote)

*That the Chairperson and Senior Manager, Corporate Administration be authorized to sign the 2011 Election Services Agreement between Islands Trust and the Regional District of Nanaimo for the purpose of conducting the November 2011 Gabriola Island local trustee election on behalf of the Islands Trust.*

**FINANCE AND INFORMATION SERVICES**

**FINANCE**

**Surveyor of Taxes Administration Fees.** (All Directors – One Vote)

*That correspondence be sent to the Surveyor of Taxes outlining our concerns regarding the potential disparity between local government costs and Surveyor of Taxes costs to administer the tax collection service and seek assurance from the Surveyor of Taxes that the administration fees applied to rural property tax requisitions are reviewed regularly for reasonableness and that fee rates recover direct costs related to the Surveyor's office and do not generate additional "general" revenue for the Province.*

**FIRE DEPARTMENTS**

**Fire Protection Service Contract – Big Qualicum Fish Hatchery.** (All Directors – Weighted Vote)

*That the contract between the Regional District of Nanaimo and Fisheries and Oceans Canada covering fire protection to building structures at the Big Qualicum Fish Hatchery be approved.*

**DEVELOPMENT SERVICES**

**BYLAW ENFORCEMENT**

**Regulation of Nuisance Wildlife and Feral Animals.** (All Directors – One Vote)

- 1. That the Board receive this report on the regulation of nuisance wildlife and feral animals for information.*
- 2. That this issue be referred to the Agricultural Advisory Committee for its consideration in part of the development of the Agricultural Area Plan.*

**Unsafe Buildings/Unsanitary Premises – 2128 Minto Avenue – Area ‘A’.** (All Directors – One Vote)

**Delegations wishing to speak to the unsafe buildings/unsanitary premises located at 2128 Minto – Area ‘A’.** (maximum speaking time 5 minutes)

- 1. That the Board declares that the accessory building and fire damaged residence at 2128 Minto Avenue, Lot A, Section 11, Range 6, Plan VIP57359, Cranberry Land District, create an unsafe condition pursuant to Section 73(1)(a) of the "Community Charter".*

2. *That the Board directs the owner of the property, pursuant to Section 72(2)(b) of the "Community Charter", to demolish and remove the accessory building and fire damaged dwelling from the property within thirty (30) days of service of the attached Resolution or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.*
3. *That the Board directs the owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.*

**Unsafe Building – 1038 Horseshoe Road – Area ‘B’.** (All Directors – One Vote)

**Delegations wishing to speak to the unsafe building located at 1038 Horeseshoe Road – Area ‘B’.** (maximum speaking time 5 minutes)

1. *That the Board declares that the building at 1038 Horseshoe Road, Lot 7, Section 18, Gabriola Island, Nanaimo District, Plan 21586, creates an unsafe condition pursuant to Section 73(1)(a) of the "Community Charter".*
2. *That the Board directs the owner of the property or agent, pursuant to Section 72(2)(b) of the "Community Charter", to demolish and remove the building and debris from the property within thirty 30 days of service of the attached Resolution or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.*

***REGIONAL AND COMMUNITY UTILITIES***

**WASTEWATER**

**Bylaws No. 813.48 and 889.61 – Inclusion of Property into the French Creek and Northern Community Sewer Service Areas – Electoral Area ‘G’.** (All Directors – One Vote)

1. *That "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.48, 2011" be introduced and read three times.*
2. *That "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.61, 2011" be introduced and read three times.*

## **RISE & REPORT**

### **BYLAW ENFORCEMENT**

**Regulation of Firearms Related Noise – Gabriola Island.** (All Directors – One Vote)

- 1. That staff be directed to continue working with the community, GRGCC and other agencies to find a solution to noise concerns and provide the Board with a further report.*
- 2. That the Board advise the Chief Firearms Officer of community concerns regarding the frequency and level of noise associated with the Gabriola Rod, Gun and Conservation Club, and forward a letter requesting consideration of reviewing the Club's license to address these concerns.*

### **7.3 EXECUTIVE STANDING COMMITTEE**

### **7.4 COMMISSIONS**

### **7.5 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEE REPORTS**

30 - 33                    **District 69 Recreation Commission.** (All Directors – One Vote)

Minutes from the meeting of the District 69 Recreation Commission held September 15, 2011. (for information)

34 - 49                    **Emergency Management Select Committee.** (All Directors – One Vote)

Minutes from the meeting of the Emergency Management Select Committee held September 22, 2011. (for information)

- 1. That staff be directed to prepare an application to the Investment Agriculture Foundation of BC for funding to determine suitable sites for mass livestock carcass disposal.*
- 2. That the Board approve the submission of the 2012/2013 Joint Emergency Preparedness Program grant applications.*
- 3. That staff be directed to apply for a grant under the Strategic Wildfire Prevention Initiative funding program to conduct an operational fuel management treatment in the Englishman River prescription area.*
- 4. That the Board approve RDN participation in the United Nations International Strategy for Disaster Reduction “Making Cities Resilient: My City is Getting Ready” campaign.*
- 5. That staff be directed to send a letter to the Ministry of Transportation and Infrastructure requesting information on their process for undertaking seismic upgrades of highways and infrastructure within the Regional District of Nanaimo.*



**Sustainability Select Committee.**

(All Directors – One Vote)

50 - 60 Minutes from the meeting of the Sustainability Select Committee held September 21, 2011. (for information)

(All Directors – Weighted Vote – 2/3)

*1. That a Corporate Action Reserve Fund be created for the purpose of consolidating Climate Action Revenue Incentive Program rebate revenues, and that the allocation of rebate revenues be directed to capital investments or initiatives that result in direct corporate emission reductions.*

(All Directors – One Vote)

*2. That staff be directed to develop and submit a regional proposal to the Provincial Woodstove Exchange Program.*

**Transit Select Committee.** (All Directors – One Vote)

61 - 67 Minutes from the meeting of the Transit Select Committee held September 22, 2011. (for information)

*That BC Transit be advised that the Regional District of Nanaimo will be undertaking a financial analysis of the proposed expansions and will provide a response to BC Transit on the acceptance of the March 2012 5,000 hour conventional transit service expansion and 250 hour custom transit service hour expansion by November 30, 2011.*

**8. ADMINISTRATOR'S REPORTS**

68 - 72 Global Methane Initiative Partnership Expo – Vancouver, October 2012. (All Directors – One Vote)

**9. ADDENDUM**

**10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**11. NEW BUSINESS**

**12. BOARD INFORMATION (Separate enclosure on blue paper)**

**13. ADJOURNMENT**

**14. IN CAMERA**

*That pursuant to Section 90(1)(g) of the Community Charter the Board proceed to an In Camera meeting to consider items related to land matters.*



## **Burgoyne, Linda**

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**From:** Tammy Hudgeon <thudgeon@telus.net>  
**Sent:** Monday, September 19, 2011 8:39 AM  
**To:** Burgoyne, Linda  
**Cc:** Gisele Rudischer  
**Subject:** Presentation by neighbours of Gabriola Rod Gun Club

Good morning, we would like to be granted 10 minutes or more if possible to make a presentation at the Oct 4th Board meeting. We would like to express our feelings about how the gun club has impacted our lives. Would this be possible? Thank you

## Burgoyne, Linda

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**From:** Tammy Hudgeon <thudgeon@telus.net>  
**Sent:** Monday, September 19, 2011 9:32 PM  
**To:** Burgoyne, Linda  
**Subject:** Re: Presentation by neighbours of Gabriola Rod Gun Club

Thank you Linda, we don't require anything special except perhaps something to tack a map on to. It will be an RDN Area B map showing the neighbourhood in lots and the gun club property. I will guess it is about 3 feet square...but we could email you that info when we get the map in the next few days. We could even tape it to a wall or a blackboard or something. Mostly we will be making personal impact statements. Thanks again.

Presenters will be Ode Howard, Tammy Hudgeon and Neil Rich. We do need to know the address and room number.

Thank you, Ode Howard

On 2011-09-19, at 9:49 AM, Burgoyne, Linda wrote:

Hello Tammy,

Thank you for your request to appear at the Board meeting on October 4th. Would you please send me your address and phone number and the names of the speaker or speakers representing your group. The Board meeting starts at 7:00 pm and delegations are at the start of the meeting. Also, please let me know if you will be using a powerpoint since we will need to receive it prior to the meeting so that staff can load it in preparation for your presentation. If you have any further questions, please let me know.

Thank you.

Linda Burgoyne

Administrative Coordinator

Regional District of Nanaimo

Email: [lburgoyne@rdn.bc.ca](mailto:lburgoyne@rdn.bc.ca)

Phone: 250-390-4111

Toll free phone: 1-877-607-4111

Website [www.rdn.bc.ca](http://www.rdn.bc.ca)

>

> -----Original Message-----

> From: Tammy Hudgeon [mailto:thudgeon@telus.net]

> Sent: Monday, September 19, 2011 8:39 AM

> To: Burgoyne, Linda

> Cc: Gisele Rudischer

> Subject: Presentation by neighbours of Gabriola Rod Gun Club

>

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>possible to make a presentation at the Oct 4th Board meeting. We would

>like to express our feelings about how the gun club has impacted our

>lives. Would this be possible? Thank you

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, AUGUST 23, 2011 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
Alternate	
Director C. Pinker	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director C. Haime	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

**Also in Attendance:**

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

**CALL TO ORDER**

The Chairperson welcomed Alternate Director Pinker to the meeting.

The Chairperson asked for a minute of silence to mark the passing of Jack Layton, the former leader of the federal New Democratic Party.

## DELEGATIONS

### **Teresa Beers, re BC Hydro Smart Meters.**

Ms. Beers voiced her concerns relating to the BC Hydro Smart Meters.

### **Bob Hogberg, Cedar Community Policing re Funding Assistance.**

Mr. Hogberg provided a verbal presentation on the Cedar Community Police and requested funding assistance in the amount of \$2,000.

## LATE DELEGATIONS

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

CARRIED

### **Rhys Lewis, re Proposed Telus Cell Tower at 1710 Woobank Road, Nanaimo.**

Mr. Lewis presented a visual and verbal presentation on the negative impacts of the proposed Telus cell tower.

### **Jack Anderson, re Proposed Telus Cell Tower at 1710 Woobank Road, Nanaimo.**

Mr. Anderson spoke in regard to the negative environmental and financial implications that will affect the Kirkstone subdivision.

### **Christel Martin, re BC Hydro Smart Meters.**

Ms. Martin spoke in detail of the health impacts she lives with from having electro-hyper-sensitivity (EHS) caused by radiation from man made devices.

### **Marc Parras, Brock Enderton, Telus Wireless Network and Marianne Wade, Standard Land Company, re Proposed Telus Cell Tower at 1710 Woobank Road, Nanaimo.**

Mr. Parras summarized the steps that Telus followed according to Industry Canada and requested that the Regional District of Nanaimo confirm in writing that the appropriate steps were followed.

## BOARD MINUTES

MOVED Director Holdom, SECONDED Director Ruttan, that the minutes of the regular Board meeting held July 26, 2011 be adopted.

CARRIED

## ADMINISTRATOR'S REPORTS

### **Bylaw No. 1615 - Regional Growth Strategy Bylaw – Consideration of bylaw revisions resulting from feedback of First Nations and provincial government agencies.**

MOVED Director Holdom, SECONDED Director Bestwick, that second reading of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011", be rescinded.

CARRIED

MOVED Director Holdom, SECONDED Director Westbrook, that "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011", be read two times, as amended, as set out in Appendix 2 of the staff report.

CARRIED

**Bylaw No. 975.56 – Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw – Bylaw to exclude six properties from Pump and Haul Local Service Area in Electoral Areas ‘B’ and ‘F’.**

MOVED Director Biggemann, SECONDED Director Sherry, that the boundaries of the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Strata Lots 179, 181, 182 and 183, Block 526, Strata Plan VIS4673, Cameron Land District.

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the boundaries of the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot 24, Section 5, Plan 19972, Nanaimo Land District.

CARRIED

MOVED Director Biggemann, SECONDED Director Burnett, that the boundaries of the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot A, Salvation Army Lots, Plan 1115, Except part in Plan 734 RW, Nanoose Land District.

CARRIED

MOVED Director Burnett, SECONDED Director Unger that the "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.56, 2011" be introduced and read three times.

CARRIED

### **Operating Results for the Period Ending June 30, 2011.**

MOVED Director Holdom, SECONDED Director Ruttan, that the summary report of financial results from operations to June 30, 2011 be received for information.

CARRIED

### **Audit Services Contract Award.**

MOVED Director Holme, SECONDED Director Johnstone, that the Board appoint the firm of MNP LLP as the Regional District of Nanaimo auditors and authorize the Chairperson and Senior Manager, Corporate Administration to enter into a five-year agreement for the provision of external financial audit services commencing with the 2012 fiscal year.

CARRIED

### **Qualicum Beach Interceptor Sanitary Forcemain Improvements Construction Award.**

MOVED Director Westbrook, SECONDED Director Bartram, that Windley Contracting Ltd. be awarded the construction of the Qualicum Beach Interceptor Sanitary Forcemain Improvements for the tendered amount of \$190,200.

CARRIED

MOVED Director Westbrook, SECONDED Director Lefebvre, that Northern Community Development Cost Charge funds in the amount of \$165,344 be approved as a source of funds for Qualicum Beach Interceptor Sanitary Forcemain Improvements.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**Cedar Community Policing.**

MOVED Director Burnett, SECONDED Director Bartram, that a staff report be prepared with respect to funding opportunities for the Cedar Community Policing office.

CARRIED

**BC Hydro Smart Meters.**

MOVED Director Rudischer, SECONDED Director Kipp, that the Regional District of Nanaimo request a moratorium be placed on the mandatory installation of wireless smart meters until the major issues and problems identified with wireless smart meters are independently assessed and acceptable alternatives can be made available at no added cost to the consumer and that the Regional District of Nanaimo support the resolution proposed by the City of Colwood to U.B.C.M.

CARRIED

**Proposed Telus Cell Tower at 1710 Woobank Road, Nanaimo.**

Director Burnett advised that he wished to notify Industry Canada that this proposed location for the cell tower is in close proximity to an existing residential area and a proposed green building residential development as supported by Electoral Area 'A' Official Community Plan. Residents have shown they are strongly opposed to the cell tower at this location. Residents' concerns are that radio frequency emitting from the tower may pose a health hazard to residents and school children at the elementary school located in the area. Therefore the Regional District of Nanaimo requests that Industry Canada deny Telus's application to install a cell tower at 1710 Woobank Road in Cedar, B.C.

MOVED Director Burnett, SECONDED Director Westbroek, that a letter be sent to Industry Canada advising them that the Regional District of Nanaimo is opposed to a cell tower being installed on a property at 1710 Woobank Road.

CARRIED

MOVED Director Rudischer, SECONDED Director Kipp, that the Regional District develop a cell tower placement protocol.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Lefebvre, that the meeting terminate.

CARRIED

TIME: 8:27 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION



**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, SEPTEMBER 13, 2011 AT 8:11 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 M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Alternate	
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

**Also in Attendance:**

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

**ADMINISTRATOR'S REPORTS**

**Bylaw No. 1615 – Regional Growth Strategy Bylaw – Consideration of bylaw revisions.**

MOVED Director Holdom, SECONDED Director Bartram, that second reading of "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011 " be rescinded.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011" be amended as set out in Appendix 3 of the staff report.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011" be amended as set out in Appendix 4 of the staff report.

CARRIED

MOVED Director Holdom, SECONDED Director Bartram, that "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615, 2011" be read a second time as amended.

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 8:13 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION



**CANADIAN  
RED CROSS**

BRITISH COLUMBIA  
& YUKON  
C/O 909 FAIRFIELD ROAD  
VICTORIA, BC  
CANADA V8V 3A3  
T: (250) 382-2043  
F: (250) 382-3420  
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www.croixrouge.ca

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SEP 23 2011			
SMCA		BOARD	<input checked="" type="checkbox"/>
CHAIR	<input checked="" type="checkbox"/>	Corres	

September 13, 2011

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

**Re: Canadian Red Cross Water Safety and Swimming Delegation to China**

Dear Ms. Mason,

On behalf of the Canadian Red Cross, I am pleased to advise you that an employee of the Regional District of Nanaimo, Anne Porteous, has been selected to represent the Red Cross in a very exciting project. She currently works for the RDN as an Aquatic Programmer at the Ravensong Aquatic Centre.

In March 2009, a Memorandum of Understanding (MOU) was signed between the Red Cross Society of China (RCSC) and the Canadian Red Cross to committing to "...pursue cooperation and friendship." The overall goals of this MOU are to "*establish a framework that inspires a stronger and more strategic relationship and... knowledge sharing and cross learning...*" and to "*enhance the capacity of both National Societies to deliver services to targeted vulnerable populations.*" In September 2009 a delegation from the Red Cross visited the national office and several branches in China to explore opportunities for future partnerships.

China has one of the highest drowning rates in the world, with drowning ranking among the top causes of unnatural death of children and youth in the country. In the hope of preventing further deaths, the Red Cross Swimming and Water Safety program was identified as an opportunity for technical exchange by the two national headquarters.

In 2010, a delegation from the Xiamen City Branch visited BC to learn about the Canadian Red Cross program and to consider what components would be most appropriate to implement in this pilot. Based on drowning statistics and local expertise, the following were identified: public education; water safety instructor training to teach Red Cross Swim Kids (ages 6 – 14); and program implementation, promotion and facility management.

Anne is a Red Cross Master Instructor Trainer (MIT), one of an elite group whose role is to train Instructor Trainers. She has been selected from Western Canada to be a part of the delegation who will be travelling to Xiamen City to train the first group of Chinese Water Safety Instructors.

Anne has provided the Red Cross with invaluable assistance for this project. She is the lead MIT and was recently in Victoria for a three day planning meeting. As a member of this delegation, she will be travelling to China for a thirteen day period, departing October 20th 2011.

We appreciate the support you have given Anne to date and hope you can continue to assist her in this exciting venture.

We invite the RDN to highlight Anne's involvement in taking the Canadian Red Cross Water Safety Program to China and would be pleased to work with your public information representatives to draft and distribute appropriate messages to the media and public.

Please do not hesitate to contact me regarding this project. Our congratulations for having such skilled staff among your team.

Sincerely,



Kimberley Nemrava  
Director, British Columbia & Yukon  
Canadian Red Cross Society

Cc:

Dean Banman, Manager of Recreation Services, RDN  
Adrienne Mercer, Communications Coordinator, RDN  
Tom Osborne, General Manager, Recreation and Parks Services, RDN  
Sandra Pearson, Superintendent of Aquatic and Northern Recreation Services, RDN  
Joe Stanhope, Chairperson, RDN

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, SEPTEMBER 13, 2011 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:**

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
P. Thorkelsson	Gen. Mgr., Development Services
D. Lindsay	Manager of Current Planning
P. Thompson	Manager of Long Range Planning
N. Hewitt	Recording Secretary

**DELEGATIONS**

**Jim Crawford, re OCP Amendment Application No. PL2011-060 – Baynes Sound Investments – Area ‘H’.**

Mr. Crawford and Ms. Hildebrand of Baynes Sound Investments Ltd. presented a visual and verbal overview of their proposed development.

**BOARD MINUTES**

MOVED Director Holme, SECONDED Director Burnett, that the minutes of the regular Electoral Area Planning Committee meeting held July 12, 2011 be adopted.

CARRIED

**PLANNING**

***AMENDMENT APPLICATIONS***

**OCP Amendment Application No. PL2011-060- Baynes Sound Investments – Area ‘H’.**

MOVED Director Burnett, SECONDED Director Stanhope, that the applications to amend the Regional Growth Strategy and the Electoral Area 'H' Official Community Plan be held in abeyance until after the Village Centre Study has been completed.

CARRIED

MOVED Director Burnett, SECONDED Director Stanhope, that the proposal for creation of a new village centre in Deep Bay be considered in the Village Centre Study.

CARRIED

MOVED Director Burnett, SECONDED Director Stanhope, that staff investigate establishing a fee for requested changes to the Regional Growth Strategy.

CARRIED

***DEVELOPMENT PERMIT APPLICATIONS***

**Development Permit Application No. PL2011-113 – Hay – 1483 Mason Trail – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Burnett, that Development Permit Application No. PL2011-113 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No.1 to 4.

CARRIED

**Development Permit Application No. PL2011-141 - Fern Road Consulting Ltd. – 865 Crocus Corner – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Holme, that Development Permit Application No. PL2011-141 to permit the construction of a dwelling unit be approved subject to the conditions outlined in Schedules No. 1 to 3.

CARRIED

**Development Permit Application No. PL2011-122 - Request for Frontage Relaxation on Subdivision Application No. PL2009-721 and Request for Parkland – TimberWest - Nanaimo Lakes Road – Area ‘C’.**

MOVED Director Young, SECONDED Director Burnett, that Development Permit Application No. PL2011-122 in conjunction with a lot line adjustment subdivision be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 14 be approved.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that the offer to dedicate park land be accepted in the amount and location outlined in Schedule No. 2 and subject to the conditions outlined in Schedule No. 1.

CARRIED

***DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS***

**Development Permit with Variance Application No. PL2011-127 – Whittall – 960 Woodpecker Place – 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 Development Permit with Variance Application No. PL2011-127 be approved subject to the conditions outlined in Schedule 1.

CARRIED

***DEVELOPMENT VARIANCE PERMIT APPLICATIONS***

**Development Permit with Variance Application No. PL2011-125 – Dorset - 1921 & 1949 Akenhead 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 Development Permit with Variance Application No. PL2011-125, in conjunction with a lot line adjustment subdivision, be approved subject to the conditions outline in Schedule No. 1.

CARRIED

**Development Permit Application No. PL2011-137 & Frontage Relaxation – Yamato Development – Boat Harbour Road – Area ‘A’.**

MOVED Director Burnett, SECONDED Director Young, that Development Permit Application No. PL2011-137 in conjunction with a five lot subdivision be approved subject to the conditions outlined in Schedule No. 1.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 2 be approved

CARRIED

**Request for Parkland (Subdivision Application No. PL2011-079) – 0885538 BC Ltd – 564 Wembley Road – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Holme, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lots 7, 8, 9 and 10 be approved.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that the request to accept the dedication of park land, as outlined in Schedule No. 1, be accepted.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that the Summary of the Public Information Meeting held on August 17, 2011, be received.

CARRIED

MOVED Director Stanhope, SECONDED Director Holme, that correspondence be sent to the Ministry of Transportation & Infrastructure requesting to have the trees remain in the road allowance.

CARRIED

***OTHER***

**Request for Frontage Relaxation on Subdivision Application No. PL2011-066 – Fern Road Consulting Ltd. – Wembley Road – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Holme, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot 7 be approved.

CARRIED

**Temporary Use Permit (Renewal) Applications No. PL2011-146 and PL2011-147 – Earthbank Resources Systems & Fern Road Consulting – Hodges Road – Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Holme, that Temporary Use Permit (renewal) Applications No. PL2011-146 and PL2011-147 to continue to permit an existing commercial composting operation and accessory retail sales, for a period of three years after the expiration date of the original TUPs, be approved subject to the Conditions of Permit outlined in Schedule No. 2.

CARRIED

**ADJOURNMENT**

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

CARRIED

TIME: 7:10 PM

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CHAIRPERSON



**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, SEPTEMBER 13, 2011 AT 7:14 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 M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Alternate	
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director M. Unger	City of Nanaimo

**Also in Attendance:**

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

**CALL TO ORDER**

The Chairperson welcomed Alternate Director Dempsey to the meeting.

**LATE DELEGATIONS**

MOVED Holme, SECONDED Director Bartram, that two late delegations be permitted to address the Board.

CARRIED

## DELEGATIONS

### **Lindsay Arsenault, South Wellington PAC, re Unsafe Buildings/Unsightly Premises at 2128 Minto Avenue – Area ‘A’.**

Ms. Arsenault expressed the health and safety concerns that South Wellington PAC has with the property.

### **Marie Brannstrom & Ron Ewing, Gabriola Rod, Gun & Conservation Club, re Firearms Related Noise – Area ‘B’**

Ms. Brannstrom presented a verbal overview on the actions the Gabriola Rod, Gun & Conservation Club have taken to alleviate the complaints by neighbours of the Club.

## MINUTES

MOVED Director Holme, SECONDED Director Holdom, that the minutes of the regular Committee of the Whole meeting held July 12, 2011 be adopted.

CARRIED

## COMMUNICATIONS/CORRESPONDENCE

### **South Wellington PAC, re Unsafe Buildings/Unsightly Premises at 2128 Minto Avenue – Area ‘A’.**

MOVED Director Burnett, SECONDED Director Bartram, that the correspondence from the South Wellington PAC be received.

CARRIED

## *CORPORATE ADMINISTRATION SERVICES*

### **Regional Services Review – Phase III Bylaws.**

MOVED Director Holdom, SECONDED Director Holme, that #7 be dealt with separately.

CARRIED

MOVED Director Holdom, SECONDED Director Holme, that the "Southern Community Economic Development Service Establishing Bylaw No. 1648" be introduced and read three times.

CARRIED

MOVED Director Holdom, SECONDED Director Holme, that the "Northern Community Economic Development Service Establishing Bylaw No. 1649" be introduced and read three times.

CARRIED

MOVED Director Holdom, SECONDED Director Holme, that the "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.01" be introduced and read three times.

CARRIED

MOVED Director Holdom, SECONDED Director Holme, that the "Regional District of Nanaimo District 69 Ice Arena Amendment Bylaw No. 1358.01" be introduced and read three times;

CARRIED

MOVED Director Holdom, SECONDED Director Holme, that the "Regional District of Nanaimo District 69 Swimming Pool Local Service Amendment Bylaw No. 899.01" be introduced and read three times.

CARRIED

MOVED Director Bartram, SECONDED Director Westbroek, that the following plebiscite question be included on the ballot in Electoral Area 'E' local government elections on November 19, 2011 to obtain the opinion of voters:

Are you in favour of the RDN implementing a regional service strategy that would include:

- a) Nanaimo, Parksville and Qualicum Beach becoming participants in the Drinking Water/Watershed Protection service;
- b) Amending the cost allocation formula for the District 69 (Oceanside Place) ice arena and the District 69 (Ravensong Aquatic Centre) swimming pool service to allocate 50% of the costs of the service based on usage; and
- c) Electoral Area E becoming a participant in the District 69 (Ravensong Aquatic Centre) swimming pool service with cost allocations based on participating area usage?

CARRIED

**2011 Local Government Elections – Appointment of Chief Election Officer and Deputy Chief Election Officer.**

MOVED Director Holdom, SECONDED Director Bartram, that Maureen Pearse, Senior Manager of Corporate Administration, be appointed as the Chief Election Officer and Linda Burgoyne, Administrative Coordinator, be appointed as the Deputy Chief Election Officer for the purpose of conducting the November 19, 2011 local government elections and referendums.

CARRIED

**Islands Trust – Election Services Agreement.**

MOVED Director Westbroek, SECONDED Director Lefebvre, that the Chairperson and Senior Manager, Corporate Administration be authorized to sign the 2011 Election Services Agreement between Islands Trust and the Regional District of Nanaimo for the purpose of conducting the November 2011 Gabriola Island local trustee election on behalf of the Islands Trust.

CARRIED

***FINANCE AND INFORMATION SERVICES***

**FINANCE**

**Surveyor of Taxes Administration Fees.**

MOVED Director Burnett, SECONDED Director Young, that correspondence be sent to the Surveyor of Taxes outlining our concerns regarding the potential disparity between local government costs and Surveyor of Taxes costs to administer the tax collection service and seek assurance from the Surveyor of Taxes that the administration fees applied to rural property tax requisitions are reviewed regularly for reasonableness and that fee rates recover direct costs related the Surveyor's office and do not generate additional "general" revenue for the Province.

CARRIED

**FIRE DEPARTMENTS**

**Fire Protection Service Contract – Big Qualicum Fish Hatchery.**

MOVED Director Bartram, SECONDED Director Ruttan, that the contract between the Regional District of Nanaimo and Fisheries and Oceans Canada covering fire protection to building structures at the Big Qualicum Fish Hatchery be approved.

CARRIED

***DEVELOPMENT SERVICES***

**BYLAW ENFORCEMENT**

**Regulation of Nuisance Wildlife and Feral Animals.**

MOVED Director Young, SECONDED Director Burnett, that the Board receive this report on the regulation of nuisance wildlife and feral animals for information.

CARRIED

MOVED Director Young, SECONDED Director Burnett, that this issue be referred to the Agricultural Advisory Committee for its consideration in part of the development of the Agricultural Area Plan.

CARRIED

**2128 Minto Avenue – Unsafe Buildings/Unsightly Premises – Area ‘A’.**

Ms. Olfert spoke about the challenges with the property.

MOVED Director Burnett, SECONDED Director Unger, that the Board declares that the accessory building and fire damaged residence at 2128 Minto Avenue, Lot A, Section 11, Range 6, Plan VIP57359, Cranberry Land District, create an unsafe condition pursuant to Section 73(1)(a) of the "Community Charter".

CARRIED

MOVED Director Burnett, SECONDED Director Unger, that the Board directs the owner of the property, pursuant to Section 72(2)(b) of the "Community Charter", to demolish and remove the accessory building and fire damaged dwelling from the property within thirty (30) days of service of the attached Resolution or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.

CARRIED

MOVED Director Burnett, SECONDED Director Unger, that the Board directs the owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the owner's cost.

CARRIED

**Unsafe Building – 1038 Horseshoe Road – Area ‘B’.**

MOVED Director Rudischer, SECONDED Director Bartram, that the Board declares that the building at 1038 Horseshoe Road, Lot 7, Section 18, Gabriola Island, Nanaimo District, Plan 21586, creates an unsafe condition pursuant to Section 73(1)(a) of the "Community Charter".

CARRIED

MOVED Director Rudischer, SECONDED Director Bartram, that the Board directs the owner of the property or agent, pursuant to Section 72(2)(b) of the "Community Charter", to demolish and remove the building and debris from the property within thirty 30 days of service of the attached Resolution or the work will be undertaken by the regional District of Nanaimo's agents at the owner's cost.

CARRIED

***REGIONAL AND COMMUNITY UTILITIES***

**WASTEWATER**

**Bylaws No. 813.48 and 889.61 – Inclusion of Property into the French Creek and Northern Community Sewer Service Areas – Electoral Area ‘G’.**

MOVED Director Holme, SECONDED Director Ruttan, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.48, 2011" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.61, 2011" be introduced and read three times.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Regional Hospital District Select Committee.**

MOVED Director Westbroek, SECONDED Director Johnstone, that the minutes of the meeting of the Regional Hospital District Select Committee held September 6, 2011 be received.

CARRIED

MOVED Director Westbroek, SECONDED Director Lefebvre, that correspondence be sent to the Vancouver Island Health Authority advising that the Regional Hospital District supports the Oceanside Health Centre project and is prepared in principle to cost share in an estimated \$14.4 million dollar budget, pending confirmation of Provincial cost sharing and a final budget.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Holdom, 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

TIME: 8:10 PM

**RISE & REPORT**

**BYLAW ENFORCEMENT**

**Regulation of Firearms Related Noise – Gabriola Island.**

MOVED Director Rudischer, SECONDED Director Holdom, that staff be directed to continue working with the community, GRGCC and other agencies to find a solution to noise concerns and provide the Board with a further report.

CARRIED

MOVED Director Rudischer, SECONDED Director Holdom, that the Board advise the Chief Firearms Officer of community concerns regarding the frequency and level of noise associated with the Gabriola Rod, Gun and Conservation Club, and forward a letter requesting consideration of reviewing the Club's license to address these concerns.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Ruttan, that the meeting terminate.

CARRIED

TIME: 8:31 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR  
MEETING HELD ON THURSDAY, SEPTEMBER 15, 2011, 2:00PM  
AT OCEANSIDE PLACE**

**Attendance:** Frank Van Eynde, Electoral Area 'E', Chair  
Dave Bartram, Director, RDN Board  
Michael Procter, Electoral Area 'H'  
Reg Nosworthy, Electoral Area 'F'  
Eve Flynn, School District 69  
Jack Wilson, Town of Qualicum Beach  
Teresa Patterson, City of Parksville

**Staff:** Dean Banman, Manager of Recreation Services  
Sherry Commentucci, Recording Secretary

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**CALL TO ORDER**

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

**MINUTES**

MOVED Commissioner Wilson, SECONDED Commissioner Bartram, that the Minutes of the District 69 Recreation Commission meeting held May 19, 2011, be approved. CARRIED

**COMMUNICATION/CORRESPONDENCE**

T. Coates, Town of Qualicum Beach, Re: BC Senior Games Joint Applicant.

D. Banman, RDN, to Arrowsmith Community Enhancement Society, Re: Electoral Area 'F' Recreation services Renewal.

P. Kucey, Parksville Golden Oldies Sports Association, Re: Comments on Facility use Rates.

J. Larner, Operation Trackshoes, Re: Appreciation Grant Funding.

M. Baker, Parksville and District Association for Community Living, Re: Grant Funds thank you.

N. Strilesky, Parksville Curling Club, Re: Financial Reports.

J. McCaffery, Re: Invitation Roundtable Discussion District 69 Living Wage, be received.

MOVED Commissioner Bartram, SECONDED Commissioner Wilson, that all Correspondence be received. CARRIED

## **FUNCTION REPORTS**

### **Oceanside Place Reports**

Mr. Banman summarized the Oceanside Place Reports for the months of May, June, July and August 2011 for the Commission.

### **Northern Community Recreation Services and Ravensong Aquatic Centre Reports**

Mr. Banman summarized the Northern Community Recreation Services and Ravensong Aquatic Centre Reports for the months of May, June, July and August.

MOVED Commissioner Wilson, SECONDED Commissioner Nosworthy, that the Reports be received.

### **Parks Functions Report**

Mr. Banman submitted this report as a handout to the District 69 Recreation Commission members.

Mr. Osborne was asked to send out an introduction email for David Palidwor Acting Manager of Parks Services to the District 69 Recreation Commission.

### **Regional Services Review**

Mr. Banman referred to Director Bartram who spoke on the, Regional Services Review. Director Bartram provided an overall summary of the process and the specific services being reviewed.

### **2012 Budget Update**

Mr. Banman informed the Commission that the 2012 Draft Budget would be presented at the November meeting. The Commission requested that a detailed budget be included in the November agenda.

### **Review History Joint Use Agreement – School District 69 and Regional District of Nanaimo**

Mr. Banman stated that at this time there is no formal agreement between the School District 69 and the Regional District of Nanaimo. Commissioner Flynn referred to a past Agreement used in the 1990s that could be referenced.

### **District 69 Commission Recruiting**

Mr. Banman stated that there would be information from Maureen Pearse, Senior Manager of Corporate Services going out in the fall to all commission members as well as ads placed in the newspapers.

## **BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE**

MOVED Commissioner Procter SECONDED Commissioner Bartram that staff be directed to meet with the Town of Qualicum Beach with regards to the BC Senior Games joint application to ask for clarity on facility need and financial responsibility for the event.

CARRIED



MOVED Commissioner Wilson SECONDED Commissioner Flynn directed staff to draft a letter informing Parkville Golden Oldies Sports Association that their letter will be forwarded to the District 69 Recreation Commission Fees and Charges Committee for consideration during the next fees and charges review.

CARRIED

## **NEW BUSINESS**

MOVED Commissioner Nosworthy SECONDED Commissioner Flynn that the District 69 Sports complex long term plan be brought forward in six months for review by the District 69 Recreation Commission.

CARRIED

## **COMMISSIONER ROUNDTABLE**

Commissioner Flynn reported that the teachers are in a phase one strike action. District 69 is holding its own with enrolment numbers, but Kwalikum Secondary Schools numbers are down.

Commissioner Procter voiced his appreciation to Elaine McCulloch Community Parks Planner, for her outstanding work with the park design in Bowser.

Commissioner Wilson stated that he would not be running for council in the elections.

Commissioner Patterson reported that the numbers for the Sandcastle weekend were down this year.

Commissioner Patterson stated that the board walk is very popular and they are looking into more seating with railings to make it more accessible

Commissioner Patterson stated that land was acquired by the Arrowsmith Water Service (Parkville/RDN) for a water treatment facility that could also be used for the Top Bridge Regional Trail.

Commissioner Nosworthy reported that the World Music Camp was a huge success and sold out this year.

Commissioner Nosworthy reported the Coombs parade was a small event but stated it was great to see it back.

Commissioner Nosworthy reported that the Arrowsmith Community Enhancement Society helped establish a Coombs museum in a house that was donated by a local businessman.

Commissioner Nosworthy noted Youth sport night was a huge event and has started up again.

Commissioner Van Eynde suggested that the area POSACs should get together to review items on a regular intervals and discuss matters of common interest. Commissioner Van Eynde also inquired about the level of interest the RDN Board has in POSACs.

## **ADJOURNMENT**

MOVED Commissioner Bartram SECONDED Commissioner Wilson to adjourn at 3:30 pm.

**NEXT MEETING**

Thursday October 20, 2011, 2:00pm  
Oceanside Place Multipurpose Room

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Frank Van Eynde, Chair

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE EMERGENCY MANAGEMENT SELECT COMMITTEE  
MEETING HELD ON THURSDAY, SEPTEMBER 22, 2011 AT 2:00 PM  
IN THE RDN COMMITTEE ROOM**

**Present:**

Director D. Bartram	Chairperson
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 J. Stanhope	Electoral Area G

**Also in Attendance:**

C. Mason	Chief Administrative Officer
P. Thorkelsson	General Manager, Development Services
T. Armet	Manager - Building, Bylaw and Emergency Planning Services
J. Drew	Emergency Coordinator
M. Sparks	Recording Secretary

**CALL TO ORDER**

The meeting was called to order at 2:00 p.m. by the Chair.

**MINUTES**

MOVED Director Holmes, SECONDED Director Rudischer, that the Minutes of the Emergency Management Select Committee held on July 13, 2011, be adopted as amended.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

**REPORTS**

**Farmed Animal Mass Carcass Disposal – Next Steps and Funding**

Moved Director Holmes, Seconded Director Stanhope that staff be directed to prepare an application to the Investment Agriculture Foundation of BC for funding to determine suitable sites for mass livestock carcass disposal.

CARRIED

**2012/2013 JEPP Grant Applications**

Moved Director Rudischer, Seconded Director Young that the Board approve the submission of the 2012/2013 Joint Emergency Preparedness Program grant applications.

CARRIED

**Strategic Wildfire Prevention Initiative Grant Application – Englishman River Operational Fuel Treatment**

Moved Director Biggemann, Seconded Director Young that staff be directed to apply for a grant under the *Strategic Wildfire Prevention Initiative* funding program to conduct an operational fuel management treatment in the Englishman River prescription area.

CARRIED

**United Nations International Strategy for Disaster Reduction – “Making Cities Resilient Campaign”**

Moved Director Holme, Seconded Director Stanhope that the Board approve RDN participation in the United Nations International Strategy for Disaster Reduction “Making Cities Resilient: My City is Getting Ready” campaign.

CARRIED

Moved Director Stanhope, Seconded Director Young that staff be directed to send a letter to the Ministry of Transportation and Infrastructure requesting information on their process for undertaking seismic upgrades of highways and infrastructure within the Regional District of Nanaimo.

CARRIED

**Power Point presentation regarding Emergency Program Update**

Moved Director Holme, Seconded Director Young that the verbal update be received for information

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Stanhope, that this meeting be adjourned.

CARRIED

TIME: 2:45 p.m.

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CHAIRPERSON



RDN REPORT	
CAO APPROVAL	
EAP	
COW	
SEP 19 2011	
RHD	
BOARD	
EMSC - Sept. 22/11	

# MEMORANDUM

**TO:** Tom Armet, Manager,  
Building, Bylaw & Emergency Planning Services

**DATE:** September 16, 2011

**FROM:** Jani M. Drew,  
Emergency Coordinator

**FILE:** 1855-03 CAR

**SUBJECT: Farmed Animal Mass Carcass Disposal – Next Steps and Funding**

## PURPOSE

To seek approval from the Board to apply for funding from Investment Agriculture Foundation BC (IAFBC) to proceed with determining options for disposing of mass livestock carcasses in the Electoral Areas.

## BACKGROUND

In 2008 the RDN applied for and received funding from the IAFBC to prepare a *Farmed Animal Mass Carcass Disposal Plan*. The funding became available after a massive Avian flu (H5N1) outbreak that affected many farms in the lower mainland area. If the scale of a carcass disposal requirement exceeds the capacity of individual producers/industry and/or there is public health or environmental concerns, local government is required to provide emergency management support, resources and coordination. Creating a carcass disposal plan has proven to be an important first step in preparing for a carcass disposal emergency and planning for recovery.

In 2010, IAFBC announced that funding was available to local authorities with existing disposal plans to test them and the Board approved applying for the funding. The Justice Institute was engaged to design and conduct the discussion based exercise, which used a livestock transportation accident scenario. The RDN exercise in February 2011 was well attended by various federal, provincial and health authority representatives, along with local first responders, industry stakeholders, local producers and those that would be involved in securing the site and providing care to injured or dying livestock. The exercise identified areas for further development: gaps in the carcass disposal plan; need for an expanded identification of resources; the need to identify appropriate disposal sites; and the need for common emergency livestock handling training and operational planning for first responders, the SPCA and veterinarians authorized to euthanize livestock.

The table top exercise after action report was reviewed by IAFBC, which provided further recommendations for a multi-phase approach to investigate areas within the RDN that could potentially be used for disposing of mass carcasses. Planning for farmed animal mass carcass disposal and larger disaster debris disposal is necessary and time consuming – attempting to determine suitable sites and obtaining permits during an emergency can prove to be extremely costly economically and environmentally and can create public concern about various health issues. Determining suitable sites in advance of an emergency is a four stage approach:

Phase One - the GIS study. The objective is to determine locations in the Electoral Areas that possess the correct conditions expected to be found for composting or disposal of mass farmed animal carcasses. This phase involves meetings with stakeholders to explain the project and obtain support, examining the study area for suitable conditions, mapping and determining local criteria for the selected disposal sites.

Existing RDN research data from Solid Waste will streamline this process. Approximate time frame is two to four months.

Phase Two – short listing suitable sites for further investigation. The objective is to develop a short list of one to three suitable sites for further investigation. Suitable sites will be inspected and prioritized and meetings will be held with interested stakeholders. Approximate time frame is one to two months.

Phase Three – proof of site suitability. The objective is to verify that soil and groundwater meet requirements at selected sites. Soil variability tests will be conducted at a minimum of three locations to characterize and classify the subsurface soils; collection of soil samples for hydraulic conductivity testing; and the installation of piping to allow groundwater monitoring; and determining soil hydraulic conductivity at each drill hole. Approximate time frame is three to eight months.

Phase Four – permitting. The objective is to obtain provincial and federal permits required to use the chosen site(s) in an emergency carcass disposal event. This phase includes applying for permits, conducting public consultation, ongoing ground water level monitoring and meeting with interested stakeholders to explain the results of the project. Approximate time frame is three to six months.

Since the project is broken down into multiple stages, there is flexibility to stop or postpone the project at the end of any of the phases. If all steps were undertaken, the approximate timeline would be two years. A consultant would be hired to oversee the project from beginning to end and IAFBC has specialist recommendations for the various action items in each phase.

## ALTERNATIVES

1. To approve an application to the Investment Agriculture Foundation of BC for funding to conduct further investigation into determining potential sites for farmed animal mass carcass disposal
2. To not approve an application to the IAFBC for funding and provide further direction to staff.

## FINANCIAL IMPLICATIONS

IAFBC has provided some approximate cost estimates for project phases:

- |   |  |
|---|--|
| 1. Phase One (GIS Study):                                 | \$30,000                                 |
| 2. Phase Two (Site Short List for Further Investigation): | Depends on what is found in Phase One.   |
| 3. Phase Three (Proof of Site Suitability):               | \$16,000 per drill site, at three holes. |
| 4. Phase Four (Permitting):                               | Depends on number of permitted sites     |

The completion of all project phases is contingent on approval of funding from IAFBC. Phase One can be completed in 2012 and the known cost (\$30,000) will be included in the 2012 budget, along with the corresponding IAFBC grant revenue (\$30,000). It may be possible to complete Phase Two in 2012 however the cost is dependent on what is found in Phase One and subject to pre-approval from IAFBC. Completing Phase Two in 2012 will have no impact on the Emergency Planning budget as the cost would be immediately reimbursed 100% by IAFBC.

## ENVIRONMENTAL IMPLICATIONS

The primary objectives of a carcass disposal operation are to prevent the dissemination of infection, safe guarding of public health and protection of the environment. Key disposal site considerations include distance to watercourses, bores and wells; height of the water table; proximity to buildings (especially houses); proximity to neighbors or public lands including roads; slope of the land and drainage; permeability of soil; sufficient space for temporary storage of overburden; and direction of prevailing wind. Proper environmental monitoring before and after carcass disposal is also necessary to ensure safeguards are in place and there is no degradation of the sites which could have long-term environmental impacts. The Ministry of Environment has specific requirements for permits and selected sites would need to meet all applicable standards or regulations.

## SUSTAINABILITY IMPLICATIONS

Funding for emergency planning projects strengthens the capacity to respond to and recover from emergencies or disasters that affect the social and economic health of our region.


## SUMMARY/CONCLUSIONS


The Hazard Vulnerability Risk Analysis indicates that our risk of animal disease is moderate, with potentially high environmental and economic impacts. The risk of transportation or other non-disease event causing livestock fatalities is rated as low, but with higher frequency and also high environmental/economic impacts. In order to reduce risk and liability, the RDN has used IAFBC funding to complete a Farmed Animal Mass Carcass Emergency Plan in 2008, as well as testing the plan via table top exercise in 2011.


Local authorities are responsible for planning for farmed animal mass carcass disposal emergencies, including the identification of potential disposal sites for central burial or composting when industry/private capacity for on-site disposal has been overwhelmed. Identifying suitable sites is a lengthy and involved process and cannot be effectively achieved during an emergency. Public health and environmental concerns would be considerably more acute if no advance planning was conducted, as was the case with the lower mainland avian flu outbreak. Once potential sites are identified and appropriate permits obtained the RDN will be well prepared should an emergency carcass disposal event occur.


## RECOMMENDATION

That staff be directed to prepare an application to the Investment Agriculture Foundation of BC for funding to determine suitable sites for mass livestock carcass disposal.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
General Manager Concurrence

  
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Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence



RDN REPORT	
CAO APPROVAL	
EAP	
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RHD	
BOARD	
EMSC - Sept. 22/11	

**MEMORANDUM**

**TO:** Tom Armet, Manager,  
Building, Bylaw & Emergency Planning Services

**DATE:** September 16, 2011

**FROM:** Jani M. Drew,  
Emergency Coordinator

**FILE:** 1855-04

**SUBJECT:** 2012/2013 Joint Emergency Preparedness Program Grant Applications

**PURPOSE:**

To obtain Board approval to apply for Joint Emergency Preparedness Program grant funding.

**BACKGROUND:**

The Joint Emergency Preparedness Program (JEPP) was introduced by Public Safety Canada (PSC), as a cost sharing arrangement with the provinces and territories 30 years ago to encourage them to undertake emergency preparedness projects that support national objectives and priorities. The RDN Emergency Program has utilized this funding program to enhance program objectives since 2003. The following projects will serve to improve the RDN’s operational readiness to respond to emergencies or disasters and must be submitted electronically to Emergency Management BC prior to October 14, 2011.

**Project #1 – Reception Centre Operational Supplies**

The RDN has eight (8) emergency Reception Centres (RC) designated in the Emergency Plan: Gabriola Island Rollo Seniors Centre and the Community Association, Cedar Community Hall, Cranberry Hall, Nanoose Place, Lighthouse Community Centre, the Bowser Legion and the newest one in Coombs (Arrowsmith Agricultural Association building/fairgrounds).

Each RC must be fully operational in order to provide Emergency Social Services (ESS) to evacuees. Over time basic supplies have been purchased for six (6) RC’s using partial JEPP funding. This application will be used to purchase the same basic supplies like RC signage and BCERMS vests for the Cedar RC and the new Coombs RC. Additionally, group lodging signage for Gabriola Island, Cedar/Extension and the D69 area will improve our capacity to provide ESS to large groups and/or transient populations. The equipment will be strategically located to be available for use in all Electoral Areas.

**Project #2– Emergency Generator for Cedar Reception Centre**

The Cedar Reception Centre (RC) was established in 2005 and a few basic supplies have previously been purchased. This Reception Centre is close to the Nanaimo River, where the RDN has conducted multiple flood evacuations and alerts. Having an RC that is operable during a power outage is critical in effective emergency response and recovery efforts. The purchase and installation of a generator for the Cedar RC is part of a capital plan in the Emergency Program budget.



### **Project #3 – Mobile Emergency Operations Centre**

Using JEPP funding in 2001, the RDN purchased a 1984 converted Bluebird bus to use as a Mobile Emergency Operations Centre (MEOC). In order to qualify for JEPP funding, the RDN entered in an Agreement in 2002 with Nanaimo Search and Rescue (SAR) to lease the use of the MEOC back to Nanaimo SAR for a nominal cost of \$1.00. The agreement detailed how the RDN paid for the entire invoice for the MEOC, and how Nanaimo SAR reimbursed the RDN for their share of the cost. The RDN was reimbursed for the remaining amount by Emergency Management BC.

Since the RDN owns the MEOC, insurance is covered under the RDN fleet management policy. Under the agreement, the RDN has 24/7 access to the MEOC in the event of an emergency or disaster. Nanaimo SAR would have exclusive use of the vehicle during all other periods and is responsible for storage, operation and maintenance of the vehicle.

Since the purchase in 2001, the MEOC has been used by the Emergency Program during major flooding incidents of the Nanaimo River, for evacuations, public awareness events, full scale exercises and by Nanaimo SAR for operational use. However, the MEOC vehicle is now 27 years old, showing its age and needs to be replaced. The new vehicle would be purpose built, fully wired for communications and be internet capable.

Having a MEOC will improve operational readiness; provide the ability to respond more effectively for site-specific/local events that don't require a full EOC activation; provide a practical on-site setting for coordination and site support; and provide adequate space to operate emergency communications equipment. Once properly equipped, the MEOC would be available for 24/7 dispatch to any area in the region where it is required and will serve as an alternate/local EOC should our primary and secondary EOCs be damaged or inaccessible during a disaster or large scale regional event. A new agreement will need to be prepared for the new MEOC, however, the terms and conditions will remain the same as the 2001 agreement between the RDN and SAR.

### **Project #4 – Mobile Amateur Radio Equipment for the Bowser Legion and Arrowsmith Agricultural Centre Emergency Reception Centres**

Mobile amateur radio antennas are required for the Bowser Legion and Arrowsmith Agricultural Association Emergency Reception Centres and the proposal meets the JEPP requirements for the 'Telecommunications Systems' category. Should the application be approved, the RDN will have amateur radio capacity for each location that will be compatible with existing frequencies and systems. An antenna will be installed on the RCs which will enable emergency communications team members to arrive and set up their mobile radios. In order to spread the cost of full communications capacity over several years, funding for further equipment will be applied for in future grant cycles as the funding becomes available.

The acquisition of radio systems for reception centres at the Bowser Legion and the newly designated centre in Coombs will strengthen emergency communications capacity in the D69 area particularly if land line and cellular services are unavailable.

## **ALTERNATIVES:**

1. That the Board approve the Joint Emergency Preparedness Program applications.
2. That the Joint Emergency Program applications be amended prior to approval.

## **FINANCIAL IMPLICATIONS**

### ***Project #1, Reception Centre Operational Supplies:***

The total cost of the project is \$3,678.19, with the RDN's 50% share of \$1,839.14 to be included in the 2012 budget.

### ***Project #2, Emergency Generator for Cedar Reception Centre:***

The total cost of the project is \$44,457.76; however, two different methods of cost sharing apply. A cap amount of \$10,000 applies to the purchase of the generator, transfer switch, wiring and electrical components. Remaining costs like labor, excavation, concrete slab, housing, fencing and fuel tank are subject to 50% funding. If funding were approved, the RDN's share of this project would be approximately \$20,000; however, the full cost of \$44,457.76 for the Cedar Reception Centre generator has been factored into the 2012 budget as the JEPP grant may not receive approval due to reduced funding allocations at the federal level.

### ***Project # 3, Mobile Emergency Operations Centre:***

The grant regulations have changed since the purchase of the original MEOC – now there is a \$40,000 cap for vehicles that applies to the cab, chassis, box and permanent installations. The total of the MEOC is \$163,500 and the RDN would initially pay the full cost. Emergency Management BC would then reimburse \$40,000 to the RDN and Nanaimo Search and Rescue would reimburse the RDN \$123,500. The SAR Operating Society has funds set aside for the purchase.

### ***Project #4, Amateur Radio Equipment for Bowser Legion and Coombs Reception Centres:***

The total cost for the equipment and installation is \$4,306, with the RDN's share of \$2,153 to be included in the 2012 budget.

## **SUSTAINABILITY IMPLICATIONS**

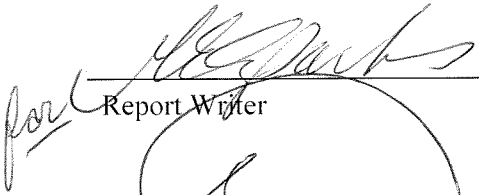
Funding for emergency planning projects strengthens the capacity to respond to and recover from emergencies or disasters that affect the social and economic health of our region.

## **SUMMARY**

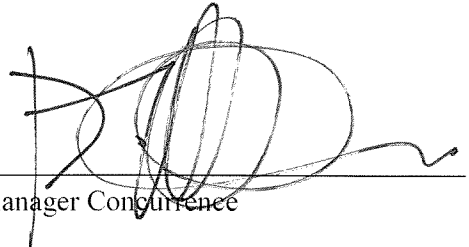
The above projects are key to improving operational readiness, a primary measurement indicator of the success of the emergency program. Utilizing the JEPP funding program is one of the remaining outside funding sources for Emergency Program core operational project initiatives and staff is recommending that the applications receive Board approval.

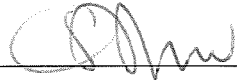
**RECOMMENDATION**

That the Board approve the submission of the 2012/2013 Joint Emergency Preparedness Program grant applications.

  
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Report Writer

  
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Manager Concurrence

  
\_\_\_\_\_  
General Manager Concurrence

  
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CAO Concurrence



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
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RHD	
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<i>Sept 22/11</i>	
<i>✓ Emergency Mgmt Select</i>	

**MEMORANDUM**

**TO:** Tom Armet, Manager,  
Building, Bylaw & Emergency Planning Services

**DATE:** September 16, 2011

**FROM:** Jani M. Drew,  
Emergency Coordinator

**FILE:** 1855 FUEL MGMT

**SUBJECT:** Strategic Wildfire Prevention Initiative Grant Application – Englishman River Operational Fuel Treatment

**PURPOSE:**

To obtain Board support for a *Strategic Wildfire Prevention Initiative* (SWPI) grant application to conduct a fuel management operational treatment in the Englishman River prescription area.

**BACKGROUND:**

On April 7, 2011, the Province announced new SWPI funding to be used by local governments and First Nations to reduce the risk of interface wildfires where forests and grasslands meet cities and towns. Since the funding program commenced in 2004, more than 230 Community Wildfire Protection Plans (CWPPs) have been completed by local governments and First Nations.

Last year, the RDN used 100% SWPI funding to complete three fuel management prescriptions (Gabriola Island, Mount Benson/East Wellington and Englishman River) for areas that the CWPPs indicated a high or extreme threat of Wildland Urban Interface (WUI) fire existed. The prescriptions are shelf ready plans to implement operational fuel treatments in these areas and were coordinated by a consultant, Emergency Planning and Parks staff. Fuel management activities in this program include spacing live trees, removal of dead trees or cleaning up low branches, needles and woody debris that could potentially fuel a fire on crown or public lands only.

In April 2011, the Board approved an application for this funding to conduct an operational fuel treatment based on the Gabriola Island prescription that detailed areas with “High” threat ratings. UBCM recently advised that they received an overwhelming response to the funding program and were now accepting only those applications with “High-to-Extreme” ratings. The Gabriola Island application was subsequently rejected, despite having extra challenges related to WUI fire response and evacuation on an island setting. The next application deadline is October 14, 2011 and the Englishman River fuel management prescription has two proposed treatment areas that are consistent with the required threat rating. Sensitive site guidelines have been prepared for these areas by the consultant.

Information notices will be provided to residents located near the proposed operational treatment areas prior to commencement of the work. If enough public interest is generated, the RDN can host a public information session to describe WUI risk, mitigation and prevention.

**ALTERNATIVES:**

1. Approve the grant application under the *Strategic Wildfire Prevention Initiative* funding program to conduct an operational fuel treatment in the Englishman River prescription.
2. To not approve the grant application and provide further direction to staff.

**FINANCIAL IMPLICATIONS**

The Province’s funding share of the SWPI grant program has increased to 90% in 2011 from 75% in 2010. The total cost of the Englishman River fuel treatment plan is approximately \$47,258. The Regional District’s 10% share will be approximately \$4,725.80 in addition to some in kind contributions. The current Emergency Planning budget has sufficient funds to cover the RDN’s share of costs.

**SUSTAINABILITY IMPLICATIONS**

Funding for emergency planning projects strengthens the capacity to respond to and recover from emergencies or disasters that affect the social and economic health of our region.

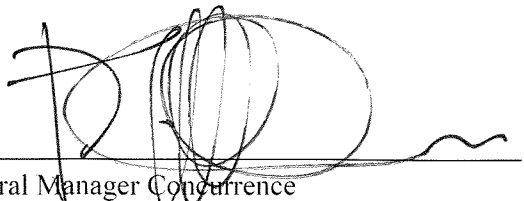
**SUMMARY**

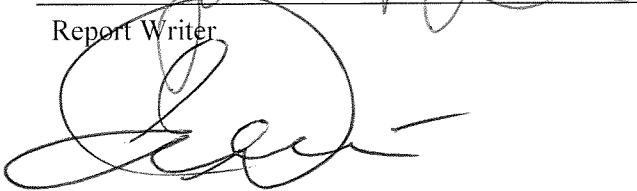
Wildland Urban Interface fire poses a significant risk to Electoral Area residents, as indicated by the RDN’s Hazard Vulnerability Risk Analysis. In order to mitigate this risk, provincial funding was used to complete Community Wildfire Protection Plans. Further *Strategic Wildfire Prevention Initiative* funding was used by the RDN in 2010 to complete three fuel management prescriptions. These prescriptions focused on areas identified in the Community Wildfire Protection Plans to be at highest risk for wildland urban interface fire and are specific plans to implement an operational fuel treatment. The Gabriola Island treatment was not approved by UBCM; however, the Englishman River prescription meets their current requirements for acceptance. Staff is recommending that a grant application be submitted to meet the October 14, 2011 deadline.


**RECOMMENDATION**

That staff be directed to apply for a grant under the *Strategic Wildfire Prevention Initiative* funding program to conduct an operational fuel management treatment in the Englishman River prescription area.

  
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Report Writer

  
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General Manager Concurrence

  
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Manager Concurrence

  
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CAO Concurrence



RDN REPORT	
CAO APPROVAL	
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RHD	
BOARD	

# MEMORANDUM

**TO:** Tom Armet, Manager Building, Bylaw and Emergency Planning Services  
**DATE:** September 16, 2011

**FROM:** Jani M. Drew, Emergency Coordinator  
**FILE:** 7130 03 UNDR

**SUBJECT:** United Nations International Strategy for Disaster Reduction – Making Cities Resilient Campaign

## PURPOSE

To obtain Board approval to participate in the United Nations International Strategy for Disaster Reduction “Making Cities Resilient: My City is Getting Ready” campaign.

## BACKGROUND

Every year, more than 200 million people worldwide are affected by droughts, floods, cyclones, earthquakes, wildland urban interface fires and other hazards. Increased population densities, environmental degradation and global warming make the impacts of natural hazards worse. At the 2005 World Conference on Disaster Reduction, 168 governments, including Canada, adopted the Hyogo Framework for Action (HFA) under the United Nations International Strategy for Disaster Reduction. The HFA assists the efforts of nations and communities to become more resilient to, and cope better with the hazards that threaten their development gains.

The HFA includes five ‘Priorities for Action’:

1. Make disaster risk reduction a priority
2. Know the risks and take action
3. Build understanding and awareness
4. Reduce risk; and
5. Be prepared and ready to act

As a way to promote the Hyogo Framework for Action goals, the United Nations International Strategy for Disaster Reduction (ISDR) created the “Making Cities Resilient: My City is Getting Ready” world disaster reduction campaign, which ends December 2011. The ISDR aims to achieve substantive reduction of disaster losses and building resilient communities and nations, as an essential condition for sustainable development (see attached).

The ‘Making Cities Resilient’ campaign encourages local governments to get ready and become resilient to disasters. The objectives of the campaign are to raise awareness and effect change by urging all levels of governments to take action and to build partnerships with local and regional stakeholders to achieve this by 2015. There are three ways to become involved:

1. *Be a Champion:* this involves a high profile leader associated with a local government with the ability to mobilize others and influence policy or action at the local or community level. The ‘Champion’ participates in at least one high profile event regionally or internationally, provides opportunities to prepare video clips from successful disaster reduction initiatives and other forms of messages for media use and receives/approaches other local decision makers to promote resilience.

2. *Be a Role Model:* this category showcases local governments that have already demonstrated substantive good practices and innovation in becoming more resilient. A Role Model showcases results or processes they initiated for change in at least five of ten-point criteria list. A local authority applying for this category shares their experience with other cities through city-to-city learning with study tours or training components, organizing policy dialogues and twinning up with other cities.
3. *Be a Participant:* local governments who are interested in participating but do not meet the criteria for ‘role model’ or ‘champion’ can follow these steps:
  1. Send an email to the ISDR.
  2. Once the email is received, the ISDR requests commitment by pledging against at least one of the ten essentials in the campaign checklist (appended as Attachment “B”). Essential number 3 involves the preparation of risk assessments, and the current Hazard Vulnerability Risk Analysis-Public Consultation Phase project will be a good example of ongoing development. Essential number 7 on the checklist deals with education and training programs – further development of the Neighborhood Emergency Preparedness Program and Emergency Operations Center training would be highlighted.
  3. A letter from the Board Chairperson to the United Nations ISDR confirms the pledge.

Once these steps have been completed, the name and pledge of all participating cities and local governments will be listed by the United Nations ISDR on the Campaign website.

#### **ALTERNATIVES**

1. Approve RDN participation (Item #3) in the Making Cities Resilient campaign;
2. Not approve RDN participation in the Making Cities Resilient campaign and provide further direction to staff.

#### **FINANCIAL IMPLICATIONS**

There are no financial costs involved in participating in this campaign.


#### **SUMMARY/CONCLUSIONS**

Creating and sustaining more resilient communities is a critical component of recognizing and addressing the natural hazard risks we face. The RDN has taken various steps to mitigate this risk by participating in development of a new *‘Land Use Guide: Reducing Risk from Hazards’* - a planning guide intended for use across the province (and ultimately, across Canada). Additionally, mitigating wildland urban interface fire measures are included in our sustainable development checklist and natural hazards are considered in the draft Regional Growth Strategy. Building community resilience is an ongoing focus via the growing Neighborhood Emergency Preparedness Program and continuing public outreach campaigns like the Great BC Shake Out.

Participating in the World Disaster Reduction Campaign will raise awareness of the risks of natural hazards; encourage commitment to emergency preparedness; and will enhance the ability of people, organizations, businesses and governments to recover after a disaster. Participation in the United Nations World Disaster Reduction Campaign will ensure that the RDN leads by example in promoting resilient communities.

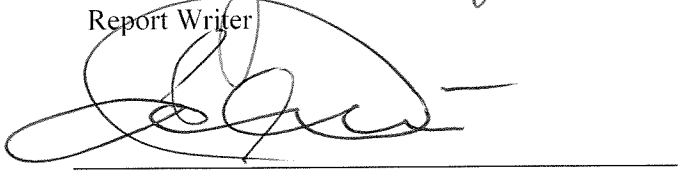
**RECOMMENDATION**

That the Board approve RDN participation in the United Nations International Strategy for Disaster Reduction “Making Cities Resilient: My City is Getting Ready” campaign.



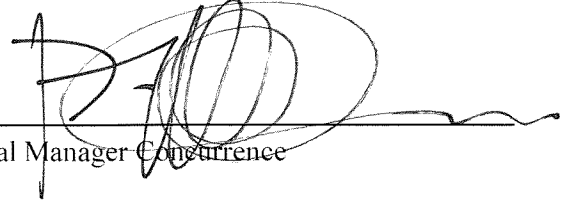
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Report Writer



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Manager Concurrence



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General Manager Concurrence



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CAO Concurrence



## **ATTACHMENT “A”**

*(taken from application guidelines)*

### **A Disaster Resilient City:**

1. Is one where people participate, decide and plan their city together with the local government authorities, based on their capacities and resources;
2. Has a competent and accountable local government that caters for sustainable development with participation from all groups;
3. Is one where disasters are avoided because the whole population lives in homes and neighborhoods served by good infrastructure (piped water, good sanitation and drainage, all-weather roads, electricity) and services (health care, schools, garbage collection, emergency services), in structures that meet sensible building codes, without the need for informal settlements on flood plains or steep slopes because no other land is available;
4. Understands its dangers, and develops a strong, local information base on hazards and risks, on who is exposed and who is vulnerable;
5. Has taken steps to anticipate disaster and protect assets – people, their homes and possessions, cultural heritage, economic capital – and is able to minimize physical and social losses arising from extreme weather events, earthquakes or other hazards;
6. Has committed the necessary resources and is capable of organizing itself before, during and after a natural hazard event;
7. Is able to quickly restore basic services as well as resume social, institutional and economic activity after such an event; and
8. Understands that most of the above is also central to building resilience to climate change.

ATTACHMENT “A”  
(continued)

## A Ten-point Checklist for Local Governments

1. Put in place **organization and coordination** to understand and reduce disaster risk, based on participation of citizen groups and civil society. Build local alliances. Ensure that all departments understand their role to disaster risk reduction and preparedness.
2. **Assign a budget** for disaster risk reduction and provide incentives for homeowners, low-income families, communities, businesses and public sector to invest in reducing the risks they face.
3. Maintain up-to-date data on hazards and vulnerabilities, **prepare risk assessments** and use these as the basis for urban development plans and decisions. Ensure that this information and the plans for your city’s resilience are readily available to the public and fully discussed with them.
4. Invest in and maintain **critical infrastructure that reduces risk**, such as flood drainage, adjusted where needed to cope with climate change.
5. Assess the **safety of all schools and health facilities** and upgrade these as necessary.
6. Apply and enforce **realistic, risk-compliant building regulations and land use planning principles**. Identify safe land for low-income citizens and develop upgrading of informal settlements, wherever feasible.
7. Ensure **education programs and training** on disaster risk reduction are in place in schools and local communities.
8. **Protect ecosystems and natural buffers** to mitigate floods, storm surges and other hazards to which your city may be vulnerable. Adapt to climate change by building on good risk reduction practices.
9. Install **early warning systems and emergency management** capacities in your city and hold regular public preparedness drills.
10. After any disaster, ensure that the **needs of the survivors are placed at the centre of reconstruction** with support for them and their community organizations to design and help implement responses, including rebuilding homes and livelihoods.

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE  
MEETING HELD ON WEDNESDAY, SEPTEMBER 21, 2011  
IN THE RDN COMMITTEE ROOM**

**Present:**

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director M. Young	Electoral Area C
Director D. Bartram	Electoral Area H
Director B. Holdom	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

**Also in Attendance:**

Carol Mason	Chief Administrative Officer
Paul Thorkelsson	General Manager, Development Services
Chris Midgley	Manager, Energy & Sustainability
Lexie Boekenkruger	Recording Secretary

**CALL TO ORDER**

The meeting was called to order at 2:01 pm by the Chairperson.

**BUSINESS ARISING FROM THE MINUTES**

Director Lefebvre inquired about the status of the Raven Coal Project, The Chairperson stated D. Trudeau is working on this matter.

**DELEGATION**

**MINUTES**

MOVED Director Bartram, SECONDED Director Lefebvre, that the minutes of the Sustainability Select Committee meeting held on June 15, 2011, be adopted.

CARRIED

**REPORTS**

**Use of Climate Action Revenue Incentive Program (CARIP) Rebates.**

MOVED Director Westbroek, SECONDED Director Burnett, that a Corporate Action Reserve Fund be created for the purpose of consolidating Climate Action Revenue Incentive Program rebate revenues, and that the allocation of rebate revenues be directed to capital investments or initiatives that result in direct corporate emission reductions.

CARRIED

**Region-wide Woodstove Exchange Program.**

MOVED Director Lefebvre, SECONDED Director Holdom, that staff be directed to develop and submit a regional proposal to the Provincial Woodstove Exchange Program.

CARRIED

**Update: Strategic Energy Management Plan.**

MOVED Director Lefebvre, SECONDED Director Bartram, that the report “Update: Strategic Energy Management Plan” be received for information.

CARRIED

**Cost Breakdown of Corporate Offset Purchases.**

MOVED Director Bartram, SECONDED Director Holdom, that the report “Cost Breakdown of Corporate Offset Purchases” be received for information purposes.

CARRIED

**UBCM Resolution – Update and Information.**

MOVED Director Westbrook, SECONDED Director Bartram, that the presentation by C. Midgley regarding an overview of the Regional District of Nanaimo’s resolution submitted to the UBCM entitled “Ecosystem Based Offsets for Local Government” be received for information purposes.

CARRIED

**NEW BUSINESS**

Installation of Smart Meters in the Regional District of Nanaimo:

Director Bartram raised questions and concerns over the Boards motion that a moratorium be placed on the installation of Smart Meters in the Regional District of Nanaimo.

The Chairperson suggested waiting for the new information concerning Smart Meters expected at the 2011 UBCM Conference.

**ADJOURNMENT**

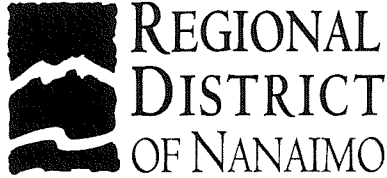
MOVED Director Westbrook, SECONDED Lefebvre, that this meeting be adjourned.

CARRIED

Time: 3:43 pm.

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CHAIRPERSON



RDN REPORT		
CAO APPROVAL <span style="float: right;">(Signature)</span>		
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**MEMORANDUM**

**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** September 12, 2011

**FROM:** Chris Midgley  
Manager, Energy and Sustainability

**FILE:** 6780-50

**SUBJECT:** Use of Climate Action Revenue Incentive Program (CARIP) Rebates

**PURPOSE**

The purpose of this report is to propose a ‘Corporate Climate Action Reserve Account’ that consolidates the annual Provincial Climate Action Revenue Incentive Program (CARIP) rebate and reserves its use for the purpose of investment in corporate emission reductions.

**BACKGROUND**

In 2008, the Government of BC established North America’s first carbon tax. The tax applies to all purchases of fossil fuels in the Province, and is based on a rate per tonne of emissions that escalates over time, from \$10/tonne CO<sub>2</sub>e in 2008 to \$30/tonne CO<sub>2</sub>e in 2012. On July 1, 2011 the Province increased the carbon tax rate from \$20 to \$25 per tonne CO<sub>2</sub>e. *Appendix 1* outlines how this rate per tonne translates to a price per unit for different fossil fuel purchases.

The purpose of the carbon tax is to attach a price to greenhouse gas emissions. This is intended to create a price signal that will, over time, elicit a market response that induces behavioural changes or encourages investments that result in improved efficiencies and emission reductions.

A fundamental principle of BC’s carbon tax is ‘revenue neutrality’. This means that every dollar in revenue generated by the carbon tax is recycled into the economy in the form of corporate, business and income tax cuts. Local governments in BC purchase significant quantities of fossil fuels, therefore pay considerable sums in carbon tax; however there is no mechanism comparable to tax cuts to maintain the principle of revenue neutrality with respect to local governments. To work around this issue, the Province established the Climate Action Revenue Incentive Program (CARIP). Through this program, revenue neutrality is achieved through annual incentives provided to local government signatories to the Climate Action Charter in an amount equal to the sum paid in the carbon tax for a given year.

The RDN is a signatory to the Climate Action Charter and has received climate action revenue incentives since the end of fiscal year 2008 in the following amounts:

FY2008	\$19,715.00 <sup>1</sup>
FY2009	\$39,980.60
FY2010	\$54,645.00
	\$114,340.60

<sup>1</sup> The carbon tax was instituted on July 1, 2008, at a rate of \$10.00/t CO<sub>2</sub>e. The amount paid in the carbon tax and rebated to the RDN in 2008 reflects six months of fuel use, so is considerably smaller than in subsequent years.

To date, the incentives received have been placed in a reserve account pending a recommendation and decision regarding the most effective way to use the money. As of July 2011, between the actual incentives plus interest accumulated, a total of \$115,288.39 is in the reserve account.

Considering the purpose of the carbon tax is to encourage investment in emission reductions, it stands to reason that the revenues provided to the RDN as an incentive for climate action should be used to implement corporate emission reduction projects. This affirms the critical role of the carbon tax as a price signal, while also providing a discretionary revenue stream available for corporate climate action and ongoing investment in energy efficiency across the RDN.

**ALTERNATIVES**

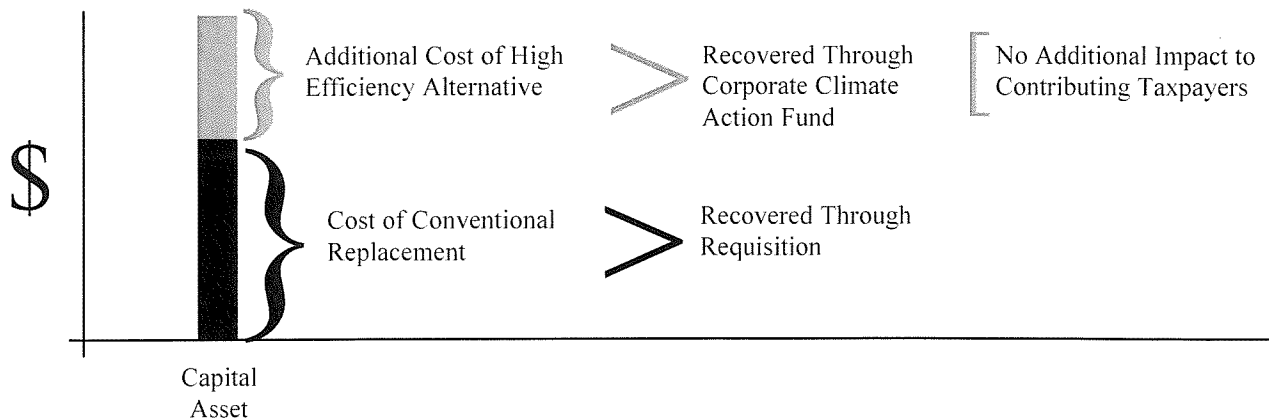
1. That a Corporate Climate Action Reserve Fund be created for the purpose of consolidating CARIP rebate revenues, and that the allocation of rebate revenues be directed to capital investments or initiatives that result in direct corporate emission reductions.
2. That alternate direction concerning the allocation of CARIP rebates be provided to staff.

**FINANCIAL IMPLICATIONS**

Many services in the RDN are supported by a combination of fee generated revenues and tax requisition. The main financial implication associated with establishing this Corporate Climate Action Reserve Fund will be the ability to purchase the most efficient capital assets needed to deliver those services while avoiding a corresponding increases in fees or tax requisition to make those purchases.

Typically, high efficiency, low emission equipment, vehicles and infrastructure come at a higher up-front cost when compared to conventional alternatives. In circumstances when this cost must be raised through tax requisition and/ or increased fees or other charges, this additional cost can be perceived as exorbitant despite the eventual operational savings that pay back the initial investment.

The purpose of the Corporate Climate Action Reserve Fund will be to cover the additional incremental cost premium associated with capital purchases that show demonstrable reductions in emissions when compared to lower cost, less efficient, conventional alternatives. This isolates the additional cost of the higher efficiency asset and eliminates the need for additional fee revenues and/ or tax requisition when making capital investments in energy efficiency and emission reductions. The illustration below highlights how this works in principle:



## SUSTAINABILITY IMPLICATIONS

The RDN is committed to corporate sustainability including improving the energy efficiency of the organization and reducing greenhouse gas emissions wherever practical. At the same time, the Board values fiscal responsibility and recognizes the need to use tax dollars prudently and judiciously.

Establishing a Corporate Climate Action Reserve Fund, financed solely through the Provincial Climate Action Revenue Incentive Program (CARIP) provides a discretionary revenue source unconnected to tax requisition or fees that is intended to facilitate corporate investment in high efficiency, low emission capital assets. The fund will be available to all departments, services, and functions within the RDN.

Implications for corporate sustainability include continuous improvement in the performance of the RDN in terms of energy use and emissions; and a minimized impact on the regional taxpayer for achieving this improvement.

## POLICY IMPLICATIONS

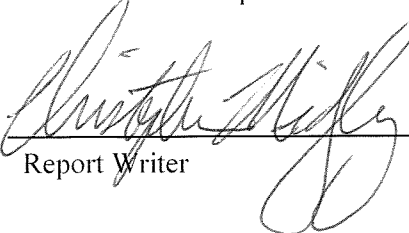
If a Climate Action Reserve Fund is established, the process by which disbursement is determined should be formalized by policy. This next step will be taken in conjunction with a project that examines the age, energy demand, emissions and efficiency of the major energy-consuming capital assets owned by the RDN, as well as the capital plan established in the 2012 budget. A key feature of any policy concerning this fund will be to ensure that the revenues are shared as fairly as possible across service areas, result in direct, quantifiable emission reductions, and offer clear benefits to the regional taxpayer.

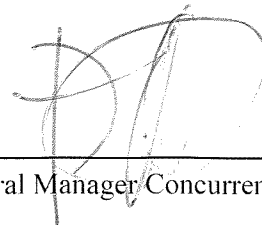
## SUMMARY/CONCLUSION

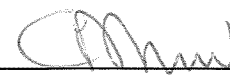
As the RDN continues to show leadership in corporate sustainability and climate action, and pursues its commitment to achieve carbon neutral operations, it is increasingly important to establish the financial tools to facilitate this journey. A Corporate Climate Action Reserve Fund is just such a tool. By dedicating carbon tax revenues provided by the Province toward investment in high efficiency capital assets that show demonstrable reductions in emissions, the RDN is creating an organization-wide mechanism that enables managers, facility operators and other purchasers of capital assets in the RDN to choose the best environmental options without imposing additional costs on taxpayers.

## RECOMMENDATION

That a Corporate Climate Action Reserve Fund be created for the purpose of consolidating CARIP rebate revenues, and that the allocation of rebate revenues be directed to capital investments or initiatives that result in direct corporate emission reductions.

  
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Report Writer

  
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General Manager Concurrence

  
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CAO Concurrence

Appendix 1: Province of BC Carbon Tax Rate per unit of Fossil Fuel

	July 1, 2008 – June 31, 2009	July 1, 2009 – June 31, 2010	July 1, 2010 – June 31, 2011	July 1, 2011 – June 31, 2012	July 1, 2012 +
Tax Rate <sup>1</sup> (\$/ tonne CO <sub>2</sub> e)	\$10	\$15	\$20	\$25	\$30
Gasoline (¢/ litre)	2.34	3.33	4.45	5.56	6.67
Diesel (¢/ litre)	2.69	3.84	5.11	6.39	7.67
Biodiesel (¢/ litre)	2.69	3.84	5.11	6.39	7.67
Natural Gas (¢/ GJ)	49.66	74.49	99.32	124.15	148.98
Propane (¢/ litre)	1.54	3.31	3.08	3.85	4.62
Heating Oil (¢/ litre)	2.69	3.84	5.11	6.39	7.67

<sup>1</sup> Carbon Tax rates are established by the BC Ministry of Finance.





RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
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SEP - 9 2011	
RHD	
BOARD	

# MEMORANDUM

**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** September 14, 2011

**FROM:** Chris Midgley  
Manager, Energy and Sustainability

**FILE:** 6780-50

**SUBJECT: Region-wide Woodstove Exchange Program**

## PURPOSE

The purpose of this report is to seek Committee direction to pursue Provincial funding for a region-wide woodstove exchange program.

## BACKGROUND

In April of 2011, the Regional District of Nanaimo initiated a Green Building Incentive Program, which included a \$250.00 incentive for homeowners who replaced an old, inefficient woodstove, with a newer one that met specific standards for emissions. A total of \$11,500.00 was allocated to the RDN woodstove exchange incentive, and that amount was exhausted by the end of June. It is worth noting that many of the local retailers matched the RDN incentive, resulting in a \$500.00 incentive for efficient woodstove purchases.

The funding for the RDN Green Building Incentive Program was allocated from a reserve in the Building Inspection Service, therefore only residents in the electoral areas and the District Municipality of Lantzville were eligible recipients of incentives. While the City of Nanaimo had a program of its own, residents of the City of Parksville and the Town of Qualicum Beach were left without an incentive program for new woodstove purchases.

It is anticipated that residents of all electoral areas and member municipalities would be keenly interested in participating in a woodstove exchange program. For this reason, a region wide program would be beneficial. On September 3, 2011, the Province issued a request for proposals to local governments to participate in a provincially funded woodstove exchange program. Among the favourable evaluation criteria listed by the Province is coordination at the regional district level.

## ALTERNATIVE

1. That staff be directed to develop and submit a regional proposal to the Provincial woodstove exchange program.
2. That alternate direction be given to staff.

## FINANCIAL IMPLICATIONS

Staff collaboration on developing a proposal to submit to the Province will require dedication of staff time and resources. This effort falls within the regular workload of the RDN Manager of Energy and Sustainability and Sustainability Coordinator. Support from staff at the member municipalities will be

necessary to complete this effort. Considering the work already done by the City of Nanaimo, as well as their intent to participate in the program in 2012, it is presumed that staff time required to complete the proposal and administer the program is also accounted for. Staff representatives at the remaining member municipalities will be required to review the proposal, and contribute content as necessary. Resource implications for administering the program has not been determined, but will be outlined in the final proposal.

It is also expected that participants offer some level of support to the program. The proposal evaluation criteria specifically identifies assistance such as: wood stove bylaws, waiving permit fees for program participants, storing old units at secure Works Yards until recycled, and/or additional incentives such as rebate dollars to encourage residents to upgrade. While each member municipality will have the ability to decide which of these additional incentives is most appropriate, every effort will be made to ensure as consistent a program as possible across the region. This too will be outlined in the final proposal.

### **SUSTAINABILITY IMPLICATIONS**

Exchanging old, inefficient wood burning stoves with newer ones that burn wood efficiently and with minimal particulate and greenhouse gas emissions benefits the health of local residents through air quality improvements, and an increased ability to rely on a renewable, locally sourced fuel for space heating.

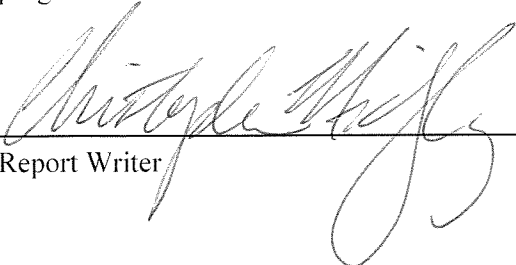
In addition, providing incentives that enable residents to make these purchases supports local businesses that sell these devices, and contributes to local economic development in renewable energy systems.

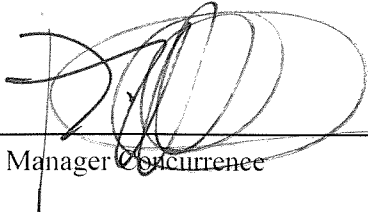
### **SUMMARY/CONCLUSION**


Building on the success of disparate woodstove exchange programs in the region with a single, region-wide program provides benefits to residents of the region, regardless of where they live. Such a program would demonstrate solid regional collaboration, an important evaluation criterion for proposals. Based on the programs in the RDN and the City of Nanaimo, and the history of cooperation across the various jurisdictions that make up the region, staff believe that a region-wide proposal with a strong chance of success could be submitted for consideration by the Province.

### **RECOMMENDATION**

That staff be directed to develop and submit a regional proposal to the Provincial woodstove exchange program.

  
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Report Writer

  
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General Manager Concurrence

  
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CAO Concurrence



RDN REPORT		
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**MEMORANDUM**

**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** September 13, 2011

**FROM:** Chris Midgley  
Manager, Energy and Sustainability

**FILE:** 6780-50

**SUBJECT: Cost Breakdown of Corporate Offset Purchases**

**PURPOSE**

The purpose of this report is to provide the Sustainability Select Committee and the Board with a detailed overview of the financial impact of budgeting for carbon offsets for all relevant financial accounts within the RDN.

**BACKGROUND**

As a signatory to the Climate Action Charter, the RDN (along with over 170 other local governments in British Columbia) has committed to achieving carbon neutral operations for the year 2012 and beyond. In its simplest terms, carbon neutral operations means that there is no net increase in greenhouse gas emissions to the atmosphere as a result of corporate operations.

The first step in achieving carbon neutral operations is to reduce emissions wherever practical, whether by investing in high efficiency equipment and infrastructure, opting for low emission vehicles and fuels, or other activities that result in a direct reduction in the combustion of fossil fuels. The RDN has shown considerable progress in this aspect of working toward carbon neutral operations, as particularly evident with the implementation of the corporate green building policy, and ongoing procurement of increasingly efficient vehicles.

Nevertheless, energy will continue to be used to heat buildings, fuel vehicles, and operate our varied regional facilities. As such, some emissions will remain. To neutralize corporate emissions that cannot be eliminated, carbon offsets must be purchased. Offsets are a financial instrument that provides investment in projects that demonstrate clear, verifiable emission reductions, and that could not take place without the offset investment. The value of offsets is described as dollar amount per tonne of carbon dioxide equivalent (CO<sub>2</sub>e).

In British Columbia, the Province established the Pacific Carbon Trust as a Crown Corporation to administer the buying and selling of BC-based offsets. The price per tonne for offsets established by the Pacific Carbon Trust is \$25.00. Consequently, the RDN has used the price of \$25.00 per tonne of CO<sub>2</sub>e to determine the cost of offsetting corporate emissions.

Included here as Appendix 1 is a document circulated internally to managers and senior staff entitled “*Getting to Carbon Neutral: RDN Energy and Emissions 2010*”. This document breaks down all emissions generated by corporate operations into each administrative account that includes energy purchases, identifies the sources of those emissions by energy type (hydro electricity, natural gas, gasoline, diesel fuel, heating oil and propane), and indicates the dollar value of purchasing offsets for those emissions.

The year 2010 is selected because it is the most recent year for which complete data is available. As a whole, corporate emissions for the Regional District of Nanaimo in 2010 totalled 1,638.75 tonnes of CO<sub>2</sub>e. At \$25.00 per tonne, this amounts to \$40,968.44. These numbers are expected to rise for 2012 as Ravensong Pool was closed for construction for a portion of 2010, and data gaps for energy use at rural fire halls and fuel use for solid waste haulers have not been estimated here.

**ALTERNATIVE**

This report is presented for information purposes only.

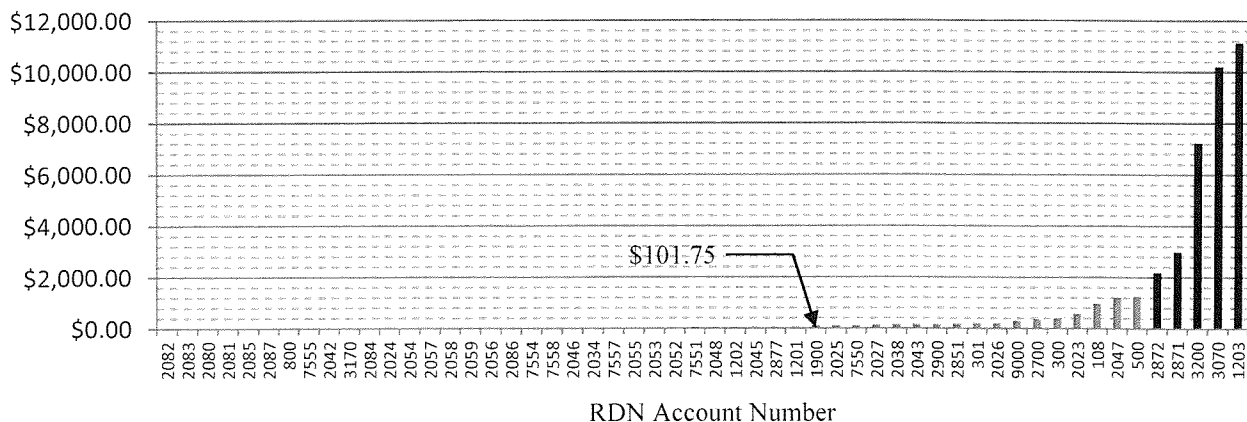
**FINANCIAL IMPLICATIONS**

Taken together, all services, functions and departments within the Regional District of Nanaimo generated 1,638.75 tonnes of CO<sub>2</sub>e in 2010. At a projected price of \$25.00 per tonne, purchasing offsets for these emissions would cost \$40,968.44. Energy use and resultant emissions, however, are not shared equally across the organization. The purpose of the appended document is to specify how this cost is divided across the organization. This ensures that the cost of neutralizing emissions is paid by the facilities where those emissions originate, and that the managers responsible for those facilities can effectively budget for achieving carbon neutral operations. This also enables a transparent calculation of the impact of offset costs on distinct groups of taxpayers.

The financial impact on most accounts is minimal (under \$100.00). By the same token, a handful of facilities account for the vast majority of energy use, emissions, and offset costs. The top five accounts, highlighted in the table below and bolded in Figure 1 represent \$33,716.94 in offset costs, or over 82% of the total for the RDN as a whole. These large accounts are as follows:

<b>Service or Function</b>	<b>Account Number</b>	<b>Offset Cost</b>
Solid Waste – Engineering and Disposal Services	1203	\$11,130.78
District 69 – Oceanside Place	3070	\$10,204.69
District 69 - Pool	3200	\$7,235.64
Wastewater - Nanaimo	2871	\$2,967.74
Wastewater – French Creek	2872	\$2,178.09
<b>Total</b>		<b>\$33,716.94</b>

**Figure 1: Offset Cost by Account**



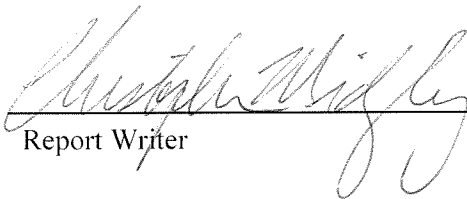
**SUMMARY/CONCLUSION**

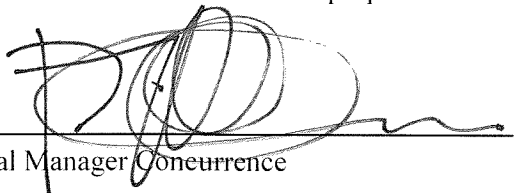
Achieving carbon neutral operations involves investing in projects that demonstrate a clear, valid, and verifiable reduction in emissions, usually in the form of carbon offsets. Presently, the RDN is budgeting \$25.00 per tonne of emissions, and managers responsible for facilities that generate emissions will be required to transfer a dollar amount equal to their total emissions multiplied by \$25.00 to a separate reserve account for the purpose in investing in valid offset projects.


The types of projects to invest in notwithstanding (RDN staff are exploring opportunities to invest in local offset projects), achieving carbon neutral operations is largely a financial and budgetary challenge, particularly in the context of a Regional District, where costs are allocated very precisely and very fairly. The appended document "Getting to Carbon Neutral: RDN Energy and Emissions 2010" is a guide to RDN managers and senior staff that shows the financial impact of investing in offsets, based on energy use and emissions for each relevant account in the RDN.

**RECOMMENDATION**

That the report Cost Breakdown of Corporate Offset Purchases be received for information purposes.

  
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Report Writer

  
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General Manager Concurrence

  
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CAO Concurrence

## DISTRICT OF NANAIMO

### MINUTES OF THE TRANSIT SELECT COMMITTEE MEETING HELD ON THURSDAY, SEPTEMBER 22, 2011 AT 12:00 NOON IN THE COMMITTEE ROOM

#### Present:

Director B. Holdom	Chairperson
Director J. Burnett	Electoral Area 'A'
Director M. Young	Electoral Area 'C'
Director G. Holme	Electoral Area 'E'
Director J. Stanhope	Electoral Area 'G'
Director D. Johnstone	City of Nanaimo
Director M. Unger	City of Nanaimo
Director D. Holmes	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Westbroek	Town of Qualicum Beach
Director M. Lefebvre	City of Parksville

#### Also in Attendance:

C. Mason	CAO, RDN
D. Trudeau	Gen. Mgr, Transportation & Solid Waste Services, RDN
D. Pearce	Manager, Transit & Planning, RDN
D. Marshall	Superintendent Transit Operations, RDN
Director G. Rudischer	Electoral Area 'B'
Director D. Bartram	Electoral Area 'H'
F. McFarlane	Recording Secretary, RDN

#### CALL TO ORDER

The meeting was called to order at 12:07 pm by the Chair.

#### MINUTES

MOVED Director Lefebvre, SECONDED Director Stanhope that the minutes of the regular Transit Select Committee meeting held June 15, 2011 be adopted. CARRIED

#### COMMUNICATIONS/CORRESPONDENCE

##### **Dennis Trudeau, Regional District of Nanaimo, re Transit Improvement Program.**

D. Trudeau noted that to date no response has been received from BC Transit with regard to this correspondence. Director Bestwick asked whether RDN Transit is being categorized accurately and if discussions were still underway regarding this issue. D. Trudeau advised that correspondence has been sent to BC Transit challenging how these numbers are calculated and he noted that, in addition, there has been a meeting of local government representatives with the Honourable Blair Leckstrom, Minister of Transportation & Infrastructure.

##### **Daniel Pearce, Regional District of Nanaimo, re Transit Planning Open Houses.**

**Daniel Pearce, Regional District of Nanaimo, re participation of School District No. 68 (Nanaimo-Ladysmith) in the *Free Fare for Class Rides Program*.**

**Daniel Pearce, Regional District of Nanaimo, re participation of School District No. 69 (Qualicum)  
*Free Fare for Class Rides Program.***

MOVED Director Lefebvre, SECONDED Director Burnett, that the above correspondence be received.

CARRIED

**BC TRANSIT UPDATE**

D. Trudeau passed along regrets from Myrna Moore, of BC Transit, who was unable to attend due to the closure of the Malahat.

**REPORTS**

**Bus Stop Realignment Program.**

D. Trudeau noted that the standard for bus stops is every 400 metres and the bus stop realignment program has succeeded in streamlining those within the City of Nanaimo. Staff will be working with other municipalities to see if any bus stops within their areas need to be removed or relocated. A photo of a bus stop prototype was shown to the Committee. These stops have solar lighting and two seats. Further testing is being done to determine if these stops will withstand the wear of frequent rough use. The cost is approximately \$3000 each and Transit is planning to include the purchase of some in the coming year's budget. These items are not cost shared with BC Transit. Discussion ensued regarding the possibility of adding an umbrella or a Plexiglas shield to protect customers from inclement weather and traffic splash and abbreviated instructions on the usage of the push button to alert oncoming buses. Director Lefebvre requested that Transit consider installing at least one prototype in Parksville.

Director Burnett asked for an update on the bus shelter for Cedar and if there was a target date for installation. D. Trudeau indicated that meetings have been held with most of the Electoral Area Directors and that BC Highways have now accepted our design. The shelter should be completed sometime before November.

Director Holdom noted that having schedules at bus stops is very useful.

MOVED Director Bestwick, SECONDED Director Unger, that the report be received for information.

CARRIED

**2012/2013 Proposed Service Expansion.**

D. Trudeau reviewed the report regarding a proposed 5000 hour service expansion to the Conventional transit system and 250 hour Custom service expansion in 2012. D. Trudeau explained that the RDN Transit Business Plan (TBP) sets out where expansions are to come. The majority of these 5000 hours will be utilized within the City of Nanaimo as per the TBP. D. Trudeau noted that the RDN is on track for budget provisions and expects this proposal will reflect the Financial Plan. A more detailed breakdown on the impact to the systems will be done and a report brought back to the Transit Select Committee.

[12:30pm Director Holme joined the meeting.]

D. Trudeau noted that BC Transit has advised the service hours must be in the system by March 31, 2012. Once they become part of the core service, they will receive ongoing funding from the Province.

MOVED Director Westbroek, SECONDED Director Stanhope that BC Transit be advised that the Regional District of Nanaimo will be undertaking a financial analysis of the proposed expansions and will provide a response to BC Transit on the acceptance of the March 2012 5,000 hour conventional transit service expansion and 250 hour custom transit service hour expansion by November 30, 2011.

Director Holdom questioned the share to be contributed by BC Transit. He expressed his concern that BC Transit does not appear to be paying their full portion of cost sharing. D. Trudeau advised that our budgets include all costs but BC Transit does not cost share in every item. D. Trudeau also indicated that there is a place holder for another 5000 hours for January 2013. This will give staff time to address other feasibility studies regarding increases to service.

#### **ADJOURNMENT**

MOVED Director Stanhope, SECONDED Director Lefebvre, that pursuant to Section 90(1) (g) of the Community Charter the Transit Select Committee proceed to an In Camera Committee meeting to consider items related to legal matters. CARRIED

TIME: 12:45 PM

#### **NEXT MEETING**

The next meeting of the Transit Select Committee is set tentatively for Thursday, November 17, 2011, in the RDN Committee Room.

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CHAIRPERSON



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**TO:** Dennis Trudeau  
General Manager, Transportation & Solid Waste      **DATE:** September 16, 2011

**FROM:** Daniel Pearce  
Manager, Transit & Planning      **FILE:** 2240-20-TROA

**SUBJECT:** 2012/2013 Proposed Service Expansion

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**PURPOSE**

To present information on a proposed service expansion to the conventional transit system in 2012.

**BACKGROUND**

BC Transit advised staff in July 2011 that funding will be available for a conventional transit service expansion, with BC Transit cost sharing at the rate of 46.69%. The RDN would be responsible for the remaining costs (53.31%) but would receive any additional fare revenues generated by new or increased ridership due to the expansion, which would help offset these costs.

Transit has indicated that a 5,000 hour conventional transit service expansion is available to the RDN for their 2010/2011 budget cycle (see *Appendix 1*). Once the additional hours are included in the Annual Operating Agreement, they become considered part of the base level of service and funding. Staff have discussed moving the expansion implementation date to the fall of 2012 to reduce budget impacts but BC Transit has communicated that the hours must be implemented before their budget year end (March 31, 2012). An additional 5,000 hours has been offered with the implementation date for January 2013.

Staff have also requested funding for the custom transit system to implement introductory mid-day paratransit in Electoral Area 'H' for 2012. Transit has confirmed (see *Appendix 1*) that funding will be available to provide an additional 250 hours of custom transit service in Electoral Area 'H'.

Staff have used the approved Transit Business Plan (TBP) to guide expansion plans. Specifically, the expansion plans show the additional service hours could be used to enhance service to the #3- Hospital, #7- Cinnabar/Cedar, #8- South, #9- North and the #15- VIU Connector. Additional service to the Departure Bay Ferry Terminal is also proposed. Enhancing these routes by increasing their frequency will help make the transit system more convenient. This in turn will help increase transit ridership.

**ALTERNATIVES**

1. That staff be directed to proceed with a financial analysis of the proposed 5,000 hour conventional transit service expansion and 250 hour custom transit service expansion for the 2012 budget.
2. That the Board direct staff to decline the proposed expansion hours for March 1, 2012.
3. That the Board direct staff to look into other options for the proposed service expansion.

## FINANCIAL IMPLICATIONS

The proposed service expansion will increase conventional transit service hours primarily in Nanaimo, with parts to Electoral Area 'A', by 5% in 2012.

The 2012 financial plan indicated an 11.4% increase in the tax requisition for the Southern Community Transit and a 9.1% increase for the Northern Community Transit. The increase was to accommodate the Phase II capital project, transit expansions (5,000 hours) and the cost of inflation. It is estimated that an expansion of 5,000 conventional service hours in 2012 will cost approximately \$600,000 with a March 1<sup>st</sup> implementation. Once the BC Transit contribution and fare revenue are applied, there will be approximately \$360,000 that will need to be made up by the tax requisition. Staff received communication about the additional custom service hours on Tuesday, September 20<sup>th</sup>, but have not yet had an opportunity to determine the financial implications. At this time staff expect that the 2011 transit budget will be on budget and the proposed expansion will be within the financial plan projection of 11.4%, but further analysis is recommended to ensure budget estimates are accurate and that the breakdown between participants can be determined.

## SUSTAINABILITY IMPLICATIONS

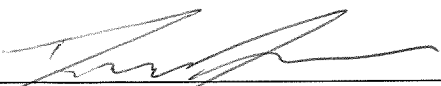
Offering improved public transportation services provides people with realistic alternatives to owning and using cars. The proposed service expansion could significantly improve the service to the Departure Bay Ferry Terminal, Nanaimo, Parksville and Qualicum Beach, as well as provide new service to electoral areas. A healthy transit system that encourages residents to reduce their use of automobiles is a desired goal of the RDN Growth Management Plan. The proposed 2012 service expansion for transit supports these goals.

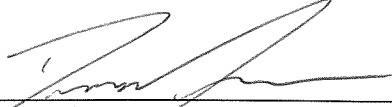
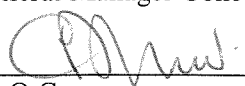
## CONCLUSION

Staff has received communication from BC Transit that a 5,000 hour conventional transit service expansion and a 250 hour custom transit service expansion is available but must be implemented by March 1, 2012. It is estimated that a 5,000 hour expansion of conventional service hours will cost approximately \$600,000. After the BC Transit cost sharing and fare revenue is accounted for, there will be approximately \$360,000 remaining that will need to be made up by the tax requisition. The financial plan does identify cost increases of 11.4% and 9.1% for the Southern and Northern community transit in 2012. The increased budget amounts were for capital projects, transit expansions and inflation. At this time staff expect that the 2011 transit budget will be on budget and the proposed expansion will be within the financial plan but further analysis is recommended to ensure budget estimates are accurate and that the breakdown between participants can be determined.

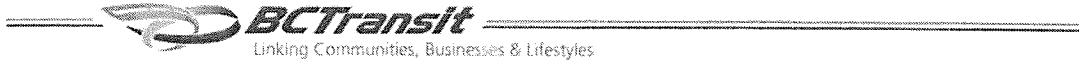
## RECOMMENDATION

That BC Transit be advised that the Regional District of Nanaimo will be undertaking a financial analysis of the proposed expansions and will provide a response to BC Transit on the acceptance of the March 1, 2012 5,000 hour conventional transit service expansion and 250 hour custom transit service hour expansion by November 30, 2011.

  
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Report Writer

*Kost*  
  
\_\_\_\_\_  
General Manager Concurrence  
  
\_\_\_\_\_  
CAO Concurrence

*APPENDIX I*



September 19, 2011

Daniel Pearce  
Manager Transit & Planning  
Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

Dear Daniel

**Re: Expansion Funding**

As per our discussions with you I wish to confirm the following:

**Conventional Transit**

We have secured expansion funding for the 2011-2012 fiscal year ending March 31, 2012 for an additional 5,000 annual hours of conventional transit services in the Nanaimo Regional Transit System. This funding is currently available and we are awaiting your confirmation you wish to implement these hours prior to March 31, 2012. Should the expansion not be implemented prior to March 31, 2012 there is no guarantee the provincial funding will be available in the future as our funding is provided on a yearly basis. As we discussed, if you can afford these additional hours I recommend you approve and implement them this 2011-2012 fiscal year.

In addition to the above, we can confirm that we have put a placeholder for an additional 5,000 annual hours of conventional transit services in our 2012-2013 expansion plans for implementation in January 2013 as you have requested. Could you please let us know as soon as possible if you can commit to these hours for next year. It is important for you to note that these hours are subject to the province providing additional expansion funding next fiscal year and we do not get confirmation of this until March 2012 when the provincial budget is finalized. For proposed expansions in future fiscal years there is always a risk that the province cannot provide additional funding. However, by having your commitment in advance to take these hours we are in a better position to support our requests for additional expansion funding.

**Custom Transit**

I am also pleased to inform you we have secured expansion funding for the 2011-2012 fiscal year ending March 31, 2012 for an additional 250 hours of custom transit service for area H as you requested. This funding is currently available and we are awaiting your confirmation you wish to implement these hours prior to March 31, 2012. As I pointed out above, should these hours not be implemented prior to March 31, 2012 there is no guarantee the provincial funding will be available in the future for this expansion.

Please contact me or Myrna Moore, your Senior Regional Transit Manager if you have any questions.

Sincerely,



Peter Rantucci  
Director, Regional Transit Systems,  
BC Transit

cc Myrna Moore



RDN REPORT		
CAO APPROVAL		
EAP		
COW		
SEP 28 2011		
RHD		
BOARD	✓	Oct 4/11

# MEMORANDUM

**TO:** Dennis Trudeau  
General Manager of Transportation and Solid Waste Services

**DATE:** September 26, 2011

**FROM:** Carey Melver  
Manager of Solid Waste

**FILE:** 5360-46

**SUBJECT:** Global Methane Initiative Partnership Expo – Vancouver October 2012

## PURPOSE

To obtain Board approval to support Vancouver as the venue for the October 2012 Global Methane Initiative (GMI) Partnership Expo.

## BACKGROUND

The Global Methane Initiative (GMI) is an international partnership of 39 countries and over 1000 Network Partners which seeks to address fugitive emissions of methane through the development, deployment, and diffusion of clean technologies. It encourages market-oriented solutions addressing climate change and energy security concerns, as well as benefits from economic growth, improving air quality, and improving industrial safety. The four major methane source targets are: agriculture, coal mines, landfills and wastewater, and oil and natural gas systems.

Environment Canada, Canada’s representative on the GMI Steering Committee, has been approached by the US Environmental Protection Agency (EPA), who manages the GMI, to support a Canadian venue for the next GMI Partnership Expo. This is a biennial international exhibition that showcases methane abatement project opportunities and technologies and explores technical, financial, and policy issues. Two previous events have been held since 2007, one in Beijing and the other in New Delhi, attracting between 600-700 private, public, and non-governmental participants.

Cedar Road Bioenergy Inc. (Cedar Road), a Nanaimo clean energy company, is an active member of the GMI Project Network. The RDN, Cedar Road and the BC Bioenergy Network (BCBN) are partners in the Nanaimo Bioenergy Centre, which aims to develop and demonstrate best practices for sustainable landfill gas-to-energy projects at small to medium landfill sites in BC. Once Cedar Road became aware of the opportunity for Canada to host the next GMI Partnership Expo, they contacted both Environment Canada and the BC Bioenergy Network (BCBN) to promote Vancouver as the venue for the Expo.

On September 19, 2011 BCBN hosted a meeting with representatives from Environment Canada, Natural Resources Canada, the BC ministries of Jobs, Innovation, and Tourism, Energy and Mines, Agriculture, Environment, Pacific Carbon Trust, representatives from the City of Vancouver, Metro Vancouver, as well as the RDN and Cedar Road to understand the initiative, the benefits and the requirements of the host city. The benefits of this significant opportunity are as follows:

- Showcase Vancouver, Nanaimo, British Columbia and Canada’s leadership in climate change and clean technology initiatives;

- Showcase Canadian capacity to develop and implement cost effective and significant greenhouse gas (GHG) abatement projects, through speakers for the program, industry participation in the exhibition, and local site tours including the Nanaimo Bioenergy Centre at the RDN landfill;
- Showcase a public-private partnership approach with collaboration between the Government of Canada, the provinces and territories, local government and industry;
- Showcase British Columbia First Nations people in the cultural and conference program;
- Leverage British Columbia's growing partnership with Asia;
- Create local economic development benefits.

At the next GMI Steering Committee in Krakow, Poland on October 12, 2011 Environment Canada will confirm that Canada will host the GMI Partnership Expo. In support of Vancouver as the venue, Environment Canada has suggested that letters of support from BC stakeholders would be very helpful. Consequently BCBN has sent the attached letter (Appendix A) requesting a letter of support from the RDN indicating a non-financial commitment as well as expressing interest in being a site visit host. This letter must be received by Environment Canada no later than October 5, 2011.

BCBN also advocates that British Columbia should field a strong local organizing committee that will work closely with Environment Canada and Natural Resources Canada to shape a program that can showcase methane abatement, recovery and reuse achievements in Nanaimo, Vancouver and the rest of BC as well as better position clean technology leaders, including Cedar Road Bioenergy, in their global efforts. BCBN expects that the RDN will participate actively on this committee.

## **ALTERNATIVES**

1. Provide a letter to Environment Canada providing a non-financial commitment in support of Vancouver as the venue for the GMI Partnership Expo as well as expressing interest in being a site visit host and willingness to participate in the local organizing committee.
2. Do not provide a letter of support.

## **FINANCIAL IMPLICATIONS**

Under Alternative 1, the majority of funding for this event comes from the US EPA and corporate sponsorship. Environment Canada officials have indicated that they will provide financial and in-kind support and would be pleased to work with a local organizing committee.

Although Environment Canada is requesting a non-financial commitment at this time, as a site visit host, the RDN would be expected to organize a tour of the Nanaimo Bioenergy Energy Centre at the Regional Landfill, the ICC Group composing facility at Duke Point, as well as the cogeneration facility at the Greater Nanaimo Pollution Control Centre (GNPCC). Based on discussions with Environment Canada, once the delegates arrive in Nanaimo, the RDN would be expected provide transportation between the sites as well as meals. Staff does not expect direct costs to exceed \$2,000. There are sufficient funds in the solid waste budget to fund this tour.

There are no costs under Alternative 2.

## **SUSTAINABILITY IMPLICATIONS**

Methane is a potent and abundant greenhouse gas (GHG), which makes it a significant contributor to climate change, especially in the near term (i.e. 10-15 years). Methane is the second most abundant GHG after carbon dioxide (CO<sub>2</sub>). Though methane is emitted into the atmosphere in smaller quantities than CO<sub>2</sub>, its global warming potential (i.e. the ability of the gas to trap heat in the atmosphere) is 25 times greater.

Methane is primarily emitted during the production and transport of coal, natural gas, and oil. Emissions also result from livestock and other agricultural practices and from the decay of organic waste in municipal solid waste landfills and certain wastewater treatment system.

Methane abatement and clean energy projects such as the Nanaimo Bioenergy Centre, the Green Bin Program, and the GNPCC Cogeneration Facility not only meet the Board's strategic sustainability objectives related to Climate, Energy and Economic Resilience, but are also consistent with the objectives of the GMI. Support for and participation in the GMI Partnership Expo will provide a showcase for the Board's leadership in climate change and clean energy technologies as well as creating local economic development benefits.

### SUMMARY/CONCLUSIONS

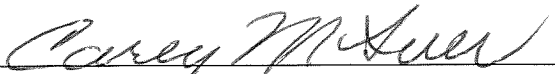
The Global Methane Initiative (GMI) is an international partnership of 39 countries and over 1000 Network Partners which seeks to address fugitive emissions of methane through the development, deployment, and diffusion of clean technologies. Environment Canada has been approached by the US Environmental Protection Agency (EPA), who manages the GMI, to support a Canadian venue for the next GMI Partnership Expo. This is a biennial international exhibition that showcases methane abatement project opportunities and technologies and explores technical, financial, and policy issues. Two previous events have been held since 2007, one in Beijing and the other in New Delhi, attracting between 600-700 private, public, and non-governmental participants.

In support of Vancouver as the Canadian venue, Environment Canada has suggested that letters of support from BC stakeholders would be very helpful. Consequently BCBN has sent the attached letter (Appendix A) requesting that the RDN provide a letter to Environment Canada providing a non-financial commitment in support of Vancouver as the venue for the GMI Partnership Expo as well as expressing interest in being a site visit host and willingness to participate in the local organizing committee. This letter must be received by Environment Canada no later than October 5, 2011.


Methane is a potent greenhouse gas. Local methane abatement and clean energy projects such as the Nanaimo Bioenergy Centre, the Green Bin Program, and the GNPCC Cogeneration Facility not only meet the Board's strategic sustainability objectives related to Climate, Energy and Economic Resilience, but are also consistent with the objectives of the GMI. Support for and participation in the GMI Partnership Expo will provide a showcase for the Board's leadership in climate change and clean energy technologies as well as creating local economic development benefits. Consequently staff recommends that the Board provide a letter to Environment Canada in support of Vancouver as the venue for the GMI Partnership Expo including interest in being a site visit host and willingness to participate on the local organizing steering committee.

### RECOMMENDATION

That the Board provide a letter to Environment Canada providing a non-financial commitment in support of Vancouver as the venue for the GMI Partnership Expo as well as expressing interest in being a site visit host and willingness to participate in the local organizing committee.

  
Report Writer

  
General Manager Concurrence

  
CAO Concurrence



September 22, 2011

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

Dear Mr. Stanhope:

**We are writing to you to seek your support to bring the Global Methane Initiative (GMI) Partnership Expo to Vancouver in October 2012.**

The Global Methane Initiative (GMI), is an international partnership of 39 countries and over 1000 Network Partners, managed by US Environmental Protection Agency (EPA), which seeks to address fugitive emissions of methane through the development, deployment, and diffusion of clean technologies. It encourages market-oriented solutions addressing climate change and energy security concerns, as well as benefits from economic growth, improving air quality, and improving industrial safety. The four major methane sources targets are: agriculture, coal mines, landfills and wastewater, and oil and natural gas systems.

Environment Canada, Canada's representative on the GMI Steering Committee, has been approached by US EPA to support a Canadian venue for the next **GMI Partnership Expo**, a biennial international exhibition that showcases methane abatement project opportunities and technologies, and explores technical, financial, and policy issues. Please see the attached overview document for more details on the GMI and the event itself. Two previous events have been held since 2007, one in Beijing and the other in New Delhi, attracting between 600-750 private, public, and non-governmental participants. We expect Vancouver could attract up to 1000 attendees based on the strength of our initiatives, the beauty of our city, and the prime geographic location for global visitors.

BC Bioenergy Network, through its work with BC clean energy technology developers was advised of the interest to hold the event in Vancouver and immediately saw a significant opportunity to showcase BC's climate change policy and clean technology leadership to a global audience, with significant direct and indirect economic benefits from hosting a major international conference and exhibition in Vancouver. The Globe event, which has a broader environmental business objective but approximately the same size conference, estimates their events generate over \$20 million for the local economy. There is a significant focus on developing countries and Asia is a significant stakeholder in the initiative, which is of great interest to British Columbia.

On September 19, BCBN hosted a meeting with representatives from Environment Canada, Natural Resources Canada, the ministries of Jobs, Innovation, and Tourism, Energy and Mines, Agriculture, Environment, Pacific Carbon Trust, representatives from City of Vancouver, Metro Vancouver, and Regional District of Nanaimo, and one of our private sector BCBN funding recipients, Cedar Road to better understand the initiative, benefits, and requirements of a host city. There was excitement around the room as we understood the significant opportunity facing us:

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**Benefits:**

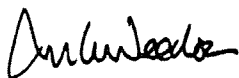
- Showcase Vancouver, Nanaimo, BC and Canada's leadership in climate change and clean technology initiatives;
- Showcase Canadian capacity to develop and implement cost effective and significant GHG abatement projects, through speakers for the program, industry participation in the exhibition, and local site tours (both Metro Vancouver and Regional District of Nanaimo have been suggested and encouraged);
- Showcase a public-private partnership approach with collaboration between the Government of Canada, provinces and territories, local government, and industry;
- Showcase our BC First Nations people in the cultural and conference program;
- Leverage our growing partnerships with Asia;
- Create local economic development benefits.

Environment Canada has officially indicated to US EPA that Canada will host the GMI Partnership Expo in 2012 and that it will explore opportunities with its partners to pursue the idea of hosting the meeting in Vancouver. The majority of the funding for this event comes from US EPA and corporate sponsorship. Environment Canada officials have indicated they will provide financial and in-kind support and would be pleased to work with a local organizing committee.

Environment Canada will confirm at the next GMI Steering Committee in Krakow, Poland on October 12 that Canada will host the GMI Partnership Expo and it would help the Canadian delegation to firm up location and potential dates by then. **At this time, Environment Canada has suggested that a letter of support from the Regional District of Nanaimo indicating non-financial commitment and interest in being a site visit host, received by October 5, would be very helpful.**

BCBN would advocate that British Columbia should also field a strong local organizing committee that will work closely with Environment Canada and Natural Resources Canada, the supporting federal department, to shape a program that can truly showcase our remarkable achievements here in Vancouver and British Columbia and better position our clean technology leaders in their global efforts. We will be pleased to continue supporting the planning and execution of this event and can perhaps suggest that this will be the Olympics of methane reduction and clean technology development for BC.

Sincerely,



Michael Weedon,  
Executive Director

cc. Lois Jackson, Metro Vancouver Board Chair, Hon. Pat Bell, Minister of Jobs, Tourism, and Innovation, Hon. Dr. Terry Lake, Minister of Environment, Hon. Rich Coleman, Minister of Energy and Mines, Hon. Don McRae, Minister of Agriculture, Hon. John Yap, Parliamentary Secretary for Clean Technology, Joe Stanhope, Chair Regional District of Nanaimo Council.