

REGIONAL DISTRICT OF NANAIMO

**COMMITTEE OF THE WHOLE
TUESDAY, NOVEMBER 8, 2011
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

- 5 **Dave Jones, Corcan Meadowood Residents Association**, re Community Recreational Program Funding for Meadowood Park.
- 6 **Danielle Morrison, Guardians of Mid-Island Estuaries Society**, re Canada Goose Project.

MINUTES

- 7 - 9 Minutes of the regular Committee of the Whole meeting held October 11, 2011.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

- 10 **Blair Lekstrom, Minister, Ministry of Transportation and Infrastructure**, re BC Transit Review.

UNFINISHED BUSINESS

CORPORATE ADMINISTRATION SERVICES

FINANCE AND INFORMATION SERVICES

- 11 - 15 Regional Hospital District 2012 Provisional Budget.
- 16 - 19 Bylaw No. 1078 - Amendment to Remuneration and Expenses.
- 20 - 38 Operating Results for the Period Ending September 30, 2011.
- 39 - 41 Bylaw No. 1650 – Corporate Climate Action Reserve Fund Establishment Bylaw.

DEVELOPMENT SERVICES

- 42 - 47 Bylaw No. 1259.08 - Proposed Fee for Official Community Plan Amendments Requiring Change to the Regional Growth Strategy.

RECREATION AND PARKS SERVICES

- 48 - 55 Province of BC Community Recreation Program Grant.

REGIONAL AND COMMUNITY UTILITIES

TRANSPORTATION AND SOLID WASTE SERVICES

COMMISSION, ADVISORY & SELECT COMMITTEE

- 56 - 60 **District 69 Recreation Commission.**

Minutes from the meeting of the District 69 Recreation Commission meeting held October 20, 2011. (for information)

1. *That the following District 69 Recreation Youth Grants be approved:*

| | |
|--|--------------|
| <i>Arrowsmith Community Enhancement Society - youth drop-in sports</i> | <i>760</i> |
| <i>Ballenas Dry Grad Committee</i> | <i>1,000</i> |
| <i>Bard to Broadway Theatre Society - B2Glee Teen Show Choir</i> | <i>1,000</i> |
| <i>Kwalikum Secondary School Dry Grad</i> | <i>1,000</i> |
| <i>Oceanside Minor Hockey - female hockey program equipment</i> | <i>1,200</i> |
| <i>Oceanside Kidfest Society - youth activity</i> | <i>1,240</i> |
| <i>Young Life of Canada (Qualicum Beach) – game and sports equipment</i> | <i>835</i> |

2. *That the following District 69 Recreation Community Grants be approved:*

| | |
|---|--------------|
| <i>Arrowsmith Community Enhancement Society – Community Music Committee "Band in a Box" equipment</i> | <i>1,822</i> |
| <i>Corcan Meadowood Residents Association - Scary Walk Halloween event supplies and fireworks</i> | <i>1,500</i> |
| <i>Errington Co-op Preschool - play equipment</i> | <i>1,200</i> |
| <i>Mount Arrowsmith Pipe Band – Celfest music school</i> | <i>1,500</i> |
| <i>Oceanside Tourism Assn. - Oceanside Sport and Tourism Council event kit</i> | <i>1,500</i> |
| <i>Ravensong Aquatic Club - pool rental</i> | <i>1,000</i> |
| <i>Ravensong Masters Swimming - pool rental</i> | <i>1,000</i> |

3. *That the Regional District of Nanaimo support the efforts of the Oceanside Tourism Association with their plans to promote sport tourism in the Oceanside area.*

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

61 - 64 Minutes from the meeting of the Electoral Area 'B' Parks and Open Space Advisory Committee held September 6, 2011. (for information)

1. *That the Islands Trust be informed that the proposed trail location at 1520 McCollum Road in favour of a 5% parkland dedication, adjacent to the 707 Community Park, should be denied.*
2. *That staff be directed to conduct a community consultation process with Mudge Island residents regarding beach access priorities.*
3. *That the 707 Community Park trail names be selected by historical usage and geographical directions, in lieu of personal names.*

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

65 - 66 Minutes from the meeting of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held September 12, 2011. (for information)

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

67 - 68 Minutes from the meeting of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held October 3, 2011. (for information)

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

69 - 70 Minutes from the meeting of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held August 24, 2011. (for information)

Grants-in-Aid Committee.

71 - 72 Minutes from the meeting of the Grants-in-Aid Committee held October, (for information)

1. *That Grant-in-Aid funds for District 68 be awarded to the following applicant:*

| | |
|---|--------------|
| <i>Jonanco Hobby Workshop Association</i> | <i>1,300</i> |
|---|--------------|
2. *That Grant-in-Aid funds for District 69 be awarded to the following applicants:*

| | |
|---|--------------|
| <i>Arrowsmith Community Enhancement Society</i> | <i>1,000</i> |
| <i>Lighthouse Country Marine Rescue Society</i> | <i>1,000</i> |
| <i>Nanoose Bay Catspan</i> | <i>2,000</i> |
| <i>Qualicum Cat Rescue Society</i> | <i>2,000</i> |
3. *That the Parksville and District Association for Community Living be encouraged to work on the homelessness initiative in the District 69 area based on their capacity and staffing to do this; and that the Association be advised that the Grants-in-Aid Committee would consider reviewing their grant application in the future.*

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

Burgoyne, Linda

From: jAblonski <ab@icbsolutions.ca>
Sent: Monday, October 31, 2011 11:48 PM
To: Burgoyne, Linda
Cc: Jones, Dave & Ramona; Peligren, Elaine; Tim Peligen
Subject: RE: Appearing as a Delegation at the RDN Committee of the Whole meeting

Hi Linda

Alf Jablonski
1385 Dolly Varden Way
Qualicum Beach, BC
V9K 2V1
250 752 7119

Discuss Community Recreational Program funding for Meadowood Park.

Speaker Dave Jones - Corcan Meadowood Residents Association VP communications.

Yes we would like to use the A/V equipment.

Alf Jablonski
CMRA VP Parks

JSWest Design

-----Original Message-----

From: Burgoyne, Linda [mailto:LBurgoyne@rdn.bc.ca]
Sent: October-31-11 11:47 AM
To: 'ab@icbsolutions.ca'
Cc: Osborne, Tom; Pearse, Maureen; McCulloch, Elaine
Subject: Appearing as a Delegation at the RDN Committee of the Whole meeting

Hello Alf,

Tom Osborne has advised me that you wish to appear at the Committee of the Whole meeting on November 8th as a delegation to discuss community recreation program funding for Corcan/Meadowood area.

Would you please provide me with an email request that includes your name, address and phone number, the subject which will be spoken to, and the name or names of the speakers. Also please advise me if you will require the use of A/V equipment. If yes, we will require that you provide your presentation to us prior to the meeting so that the technician can have it loaded in preparation for the meeting.

If I receive your request by 1:00 pm tomorrow (Tuesday, November 1st) you will have 10-minutes to make your presentation to the Committee. If received after this cut-off time you will have 5-minutes.

The Committee of the Whole meeting will be held on Tuesday, November 8th at 7:00 pm at the RDN Administration offices located at 6300 Hammond Bay Road, Nanaimo.

If you have any questions please contact me.

Thank you.

Burgoyne, Linda

From: Danielle Morrison <dmorrison68@gmail.com>
Sent: Tuesday, November 01, 2011 9:51 AM
To: Burgoyne, Linda
Subject: Re: Request for Presentation to Committee of the whole - Canada Goose project

>

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

> From: Danielle Morrison [mailto:dmorrison68@gmail.com]

> Sent: Tuesday, October 25, 2011 1:11 PM

> To: Burgoyne, Linda

> Subject: Re: Request for Presentation to Committee of the whole - Canada Goose project

>

> Hello,

>

> On behalf of the Guardians of Mid-Island Estuaries Society, I would request an opportunity to present to the Committee of the Whole at its November 8, 2011 meeting.

>

> The Guardians of Mid-Island Estuaries Society is a small group of professionals dedicated to the rehabilitation of estuaries in the Parksville-Qualicum area which have been degraded by resident Canada Geese. To this end, the society has established ongoing projects to manage and monitor Canada Goose populations using these estuaries. We are currently engaged in developing a sustainable and well-supported Canada Goose management plan involving community collaboration.

>

> This presentation would summarize the work and research undertaken by the society thus far, as well as describing current findings and future goals.

>

> I would request 10 minutes to present, with an A/V setup available, if possible, for display of slides.

>

> Thank you for your consideration of this request.

>

> Sincerely,

> Danielle Morrison

> Guardians of Mid-Island Estuaries Society <http://web.me.com/guardiansmie>

> 250-713-3444

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE COMMITTEE OF THE WHOLE
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, OCTOBER 11, 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 |
| 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 |
| 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 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 asked for a minute of silence to mark the passing of former Director Berni Sperling of Electoral Area 'B'.

DELEGATION

Brent Edwards, Snaw'Naw'As First Nations, Update Regarding Development and General Activities.

Mr. Edwards presented a verbal overview of the Swaw'Naw'As First Nations, the current 5 year plan, and requested that local government work together to improve communications and to develop a protocol with the Nanoose First Nations.

MINUTES

MOVED Director Holdom, SECONDED Director Ruttan, that the minutes of the regular Committee of the Whole meeting held September 13, 2011 be adopted.

CARRIED

FINANCE AND INFORMATION SERVICES

Cedar Community Policing Office – Request for Annual Funding Assistance.

MOVED Director Burnett, SECONDED Director Young, that the request from the Cedar Community Policing Office for annual funding in the amount of \$2,000 be referred to the 2012 Annual Budget process for consideration.

CARRIED

RECREATION AND PARKS SERVICES

Nanoose Place Temporary Storage Trailer.

MOVED Director Holme, SECONDED Director Ruttan, that the Regional District of Nanaimo approve the temporary placement and use of a recreational trailer by the Nanoose Bay Lions Club located at the back of Nanoose Place for up to a maximum of three (3) years, effective October 1, 2011, and the Regional District follow up with the Nanoose Bay Activities and Recreation Society to discuss a long-term storage strategy for the site as part of the lease renewal.

CARRIED

Cedar Heritage Centre Energy Assessment 2011.

MOVED Director Burnett, SECONDED Director Young, that the energy upgrades as recommended by City Green Solutions for the Cedar Heritage Centre be approved and funded through the Electoral Area 'A' Community Works Fund and any other available incentive programs that may be applicable.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Waste Stream Management License Application – DBL Disposal Services.

MOVED Director Holdom, SECONDED Director Ruttan, that the Board receive the report on the Waste Stream Management License application from DBL Disposal Services Ltd. for information.

CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

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

MOVED Director Burnett, SECONDED Director Young, that the minutes from the meeting of the Electoral Area 'A' Parks, Recreation and Culture Commission held September 22, 2011 be received for information.

CARRIED

MOVED Director Burnett, SECONDED Director Johnstone, that the Regional District work with community members, user groups and the Ministry of Forests, Lands and Natural Resource Operations to develop a concept plan and management strategy for the Ritten Road Boat Launch for review by the Electoral Area 'A' Parks, Recreation and Culture Commission.

CARRIED

MOVED Director Burnett, SECONDED Director Johnstone, that the Regional District proceed with the preparation of working drawings and tender documents, including a detailed cost estimate for the kiosk project (Morden Colliery Trail Entrance) and report back to the Electoral Area 'A' Parks, Recreation and Culture Commission and Board prior to tendering for construction.

CARRIED

MOVED Director Burnett, SECONDED Director Holdom, that staff review the extent of Regional District involvement regarding horseback riding in Hemer Provincial Park and ascertain the type of support the Regional District can provide with respect to Cedar Horse Club's request.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Snaw'Naw'As First Nations, Update Regarding Development and General Activities.

MOVED Director Westbroek, SECONDED Director Lefebvre, that staff coordinate a meeting between the Swaw'Naw'As First Nations and the Regional District.

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 7:27 PM

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



OCT 26 2011

| CAO'S OFFICE | | | |
|--------------|---|---------|---|
| CAO | ✓ | GMR&PS | |
| GMDS | | GMT&SWS | ✓ |
| GMF&IS | | GMR&CS | |
| OCT 28 2011 | | | |
| SMCA | | BOARD | ✓ |
| CHAIR | ✓ | Corres. | |

Reference: 199259

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

Dear Chair Stanhope:

Re: BC Transit Review

I am writing to follow up on discussions with local government representatives in Victoria on September 14, 2011, and at the recent Union of British Columbia Municipalities (UBCM) Convention, as well as points raised in your April 20, 2011 letter. Our government is committed to listening to the needs of British Columbia's communities and working together to address them.

After hearing the views expressed by the community leaders at our meetings, I agree it's worth reviewing how transit service is delivered in our province. An independent review of BC Transit will be undertaken that will examine transit system operations and performance, governance, funding and local government consultation and communication processes. I'm committed to working with the municipalities served by BC Transit, and the UBCM, throughout this process.

To assist with defining the scope, timeframe and process of the review, I ask that you identify a staff contact to work with the ministry. I am also asking, by way of this letter, that the UBCM identify a contact to assist with this review. Please provide the names of these contacts to Kirsten Pedersen, Acting Assistant Deputy Minister for Partnerships within the ministry. Kirsten would be happy to answer any questions you may have and can be reached at 250 356-6225 or by e-mail at Kirsten.Pedersen@gov.bc.ca and would be pleased to assist you.

Thank you again for taking the time to write.

Sincerely,

Blair Lekstrom
Minister

.../2



| | | |
|--------------|---|-----------|
| RDN REPORT | | # |
| CAO APPROVAL | | # |
| EAP | | |
| COW | ✓ | Nov. 8/11 |
| OCT 28 2011 | | |
| RHD | | |
| BOARD | | |

MEMORANDUM

TO: C. Mason
Chief Administrative Officer

DATE: October 27, 2011

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

FILE:

SUBJECT: Regional Hospital District 2012 Provisional Budget

PURPOSE:

To introduce the 2012 provisional budget for the Regional Hospital District.

BACKGROUND:

The Regional Hospital District funds capital equipment and capital projects for local facilities. The Regional Hospital District provides 40% funding and the Province, through the Vancouver Island Health Authority (VIHA) provides the remaining 60% for these purposes.

The two major components of the budget are long term debt costs for past and current projects and an annual allowance to support operational type capital equipment and projects. Long term debt servicing costs represent about 43% of the annual requisition and the operational capital grant allowance represents 50% of the annual requisition.

Presently, one major project is underway – the Emergency Department Redevelopment project at the Nanaimo Regional General Hospital. This project will entail borrowing up to \$10.7 million dollars. A further \$2.4 million dollars is being funded by allocating a portion of the cash raised for the annual capital allowance used by VIHA for equipment and minor improvement projects.

In September, the Board approved in principle, cost sharing in a new Oceanside Health Center to be located on the site of Trillium Lodge in Parksville. The Regional Hospital District share of that project is estimated at between \$5.2 and \$6.3 million dollars. At the time that this report is written no formal announcement has been made, however, the project is expected to receive Provincial support in the near future. The expected completion date is late 2012/mid 2013. Total debt servicing costs in 2012 are forecast at \$2.9 million.

The annual funding envelope for other capital items is approximately \$3.3 million dollars. In each of 2011 and 2012 the budget will set aside \$1.2 million dollars from the capital grant allowance, to offset a portion of the Regional Hospital District’s share of the Emergency Department Redevelopment project. The amount available to VIHA in 2011 and 2012 will be in the range of \$2.1 million.

A pro-forma 2012 budget, which was reviewed by the Hospital District Select Committee in August as part of its consideration of recommendations regarding the Oceanside Health Center contained a 4% tax levy increase in 2012.

ALTERNATIVES:

1. Approve a 2012 provisional budget with a 4% tax levy increase.
2. Approve a 2012 provisional budget with a 2% tax levy increase.

FINANCIAL IMPLICATIONS:

Alternative 1

2012 Provisional Budget

A 2012 budget and five year forecast are shown on Schedule A attached to this report. Consistent with the previous budget proposal, Appendix A shows a 4% increase in the tax levy for 2012. This is also consistent with the five year projections which have been presented to the Board over the last three years.

In 2011 three debt issues were retired and surplus sinking funds totaling \$1,000,000 were returned by the Municipal Finance Authority. Staff are recommending that these funds be applied to further reduce long term borrowing for the Emergency Room Redevelopment project. Combined with a higher than anticipated regular surplus, staff estimate that a total of \$1.2 million is available to further reduce long term borrowing requirements of the Emergency Room Redevelopment project. This action will reduce the amount to be borrowed from \$10.7 million to \$9.5 million and reduce long term debt servicing charges by about \$108,000 annually, once all borrowing is complete.

The annual capital grant allowance in the 2012 budget is \$2,143,745. This amount was calculated as follows:

| | |
|---------------------------------------|---|
| 2011 Grant Allowance | \$3,246,355 |
| Add: 3% increase for 2012 | 97,390 |
| Less: applied to Emergency Department | (1,200,000) previously approved reduction |
| 2012 Capital Grant allowance | <u>\$2,143,745</u> |

The estimated tax cost for 2012 is \$22.12 versus approximately \$21.27 in 2011.

2012 to 2016 Budget Forecast

The profile for future years, based on currently available information about major capital projects has improved since the Oceanside Health Center project was considered in August. This is the result of the unexpected return of debt sinking funds. The table below illustrates the reduction in future years' requirements as a result of the return of sinking fund reserves.

| | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> |
|------------------------|-------------|-------------|-------------|-------------|
| August 2011 indication | 9% | 12% | 3% | 3% |
| 2012 Revised | 4% | 4% | 4% | 3% |

Alternative 2

It is possible to reduce the 2012 proposed tax levy, however, this would shift tax increases to future years as illustrated on Appendix B. Staff forecast that the property tax levy would need to increase by 4% in 2013 and then to 5.5% for each year from 2014 to 2016 if the 2012 budget otherwise remains unchanged compared to the table above.

In order to maintain tax increases from 2013 to 2016 at 4% per annum, more of the 2011 surplus would need to be retained in 2012. Staff estimates, that the surplus funds of \$1.2 million recommended above to be applied to the Emergency Department Redevelopment, would need to be reduced to \$500,000. Long term debt servicing costs would be about \$45,000 less per annum under this alternative.

In the recent past, year end actual results for the Hospital District have tended to be considerably better than budget because major projects have not proceeded as quickly as expected. At this time, one major project is underway and a second is imminent. The Oceanside Health Center is expected to be completed within a year of commencing construction. This suggests that if the tax requisition for 2012 is approved with a 2% increase and no other budget adjustments are made, it is likely that tax increases of more than 4% will be required in future years. On balance, staff consider a 2% tax requisition levy and the budget as proposed above to be reasonable and recommend this alternative.

SUMMARY/CONCLUSIONS:

Regional Hospital Districts are required to approve a provisional budget on or before December 31 each year. Staff are recommending a budget which raises \$6,549,255 in property tax revenues for 2012 – an increase of 2.0% over 2011. The budget includes \$2.14 million dollars for capital equipment/minor capital projects at VIHA facilities and would apply an additional \$1.2 million dollars from accumulated surpluses to the Emergency Department Redevelopment Project. This will reduce annual long term debt servicing costs by about \$108,000 once all borrowing is completed.

RECOMMENDATIONS:

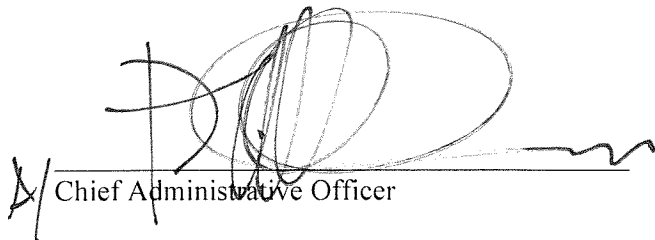
1. That a 2012 Regional Hospital District provisional budget be approved with the following components:

| | | |
|--|----|-----------|
| Property tax requisition | \$ | 6,549,255 |
| Capital grant allowance | \$ | 2,143,745 |
| Major Capital Project funding from surplus | \$ | 1,200,000 |

2. That the 2012 to 2016 five year projections be received for information.



Report Writer



Chief Administrative Officer

COMMENTS:

APPENDIX A NANAIMO REGIONAL HOSPITAL DISTRICT BUDGET PROJECTIONS 2012 TO 2016

| | 2011 | 2011 Projected | 2012 Proposed | 2012 Revised | 2013 | 2014 | 2015 | 2016 |
|---|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Current Projection | 2.0% | | 4.0% | 4.0% | 4.0% | 4.0% | 4.0% | 3.0% |
| Prior Projection | | | | | 9.0% | 12.0% | 3.0% | 3.0% |
| Revenues | | | | | | | | |
| Property taxes | 6,420,840 | 6,420,840 | 6,677,675 | 6,677,675 | 6,944,785 | 7,222,575 | 7,511,480 | 7,736,825 |
| Grants in lieu | 26,000 | 31,780 | 26,000 | 26,000 | 26,000 | 26,000 | 26,000 | 26,000 |
| Interest income | 32,155 | 19,400 | 32,155 | 28,540 | 28,540 | 28,540 | 28,540 | 28,540 |
| Other revenue | | 1,025,080 | 0 | 0 | 0 | 0 | 0 | 0 |
| Prior year surplus applied | 2,196,325 | 2,196,305 | 743,145 | 2,160,485 | 1,434,855 | 992,145 | 556,795 | 261,375 |
| | <u>8,675,320</u> | <u>9,693,405</u> | <u>7,478,975</u> | <u>8,892,700</u> | <u>8,434,180</u> | <u>8,269,260</u> | <u>8,122,815</u> | <u>8,052,740</u> |
| Expenditures | | | | | | | | |
| Administration | 20,500 | 21,610 | 21,525 | 22,640 | 22,600 | 23,730 | 24,915 | 26,160 |
| Debt payments | 2,948,965 | 2,803,520 | 3,410,127 | 2,558,150 | 3,550,530 | 3,951,920 | 4,090,320 | 4,241,980 |
| Debt issue expense/temp financing | 316,355 | 61,435 | 237,401 | 333,310 | 424,845 | 189,435 | 92,405 | 1,840 |
| Annual capital grants (see below) | 2,046,355 | 2,046,355 | 2,143,745 | 2,143,745 | 3,444,060 | 3,547,380 | 3,653,800 | 3,763,415 |
| Annual capital grant applied to major project | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 0 | 0 | 0 | 0 |
| Surplus applied to capital projects | 1,400,000 | 1,400,000 | 0 | 1,200,000 | 0 | 0 | 0 | 0 |
| | <u>7,932,175</u> | <u>7,532,920</u> | <u>7,012,797</u> | <u>7,457,845</u> | <u>7,442,035</u> | <u>7,712,465</u> | <u>7,861,440</u> | <u>8,033,395</u> |
| Surplus for future years' expenditures | 743,145 | 2,160,485 | 466,177 | 1,434,855 | 992,145 | 556,795 | 261,375 | 19,345 |
| Original projected annual capital grants | 3,246,355 | | 3,343,746 | 3,343,746 | 3,444,058 | | | |
| Allocated to Emergency Department project | (1,200,000) | | (1,200,000) | (1,200,000) | | | | |
| Net available | 2,046,355 | | 2,143,746 | 2,143,746 | | | | |

APPENDIX B NANAIMO REGIONAL HOSPITAL DISTRICT BUDGET PROJECTIONS 2012 TO 2016

| | 2011 | 2011 Projected | 2012 Proposed | 2012 Revised | 2013 | 2014 | 2015 | 2016 |
|---|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Current Projection | 2.0% | | 4.0% | 2.0% | 5.5% | 5.5% | 5.5% | 5.5% |
| Prior Projection | | | | | 4.0% | 4.0% | 4.0% | 3.0% |
| Revenues | | | | | | | | |
| Property taxes | 6,420,840 | 6,420,840 | 6,677,675 | 6,549,255 | 6,811,225 | 7,185,845 | 7,581,065 | 7,998,025 |
| Grants in lieu | 26,000 | 31,780 | 26,000 | 26,000 | 26,000 | 26,000 | 26,000 | 26,000 |
| Interest income | 32,155 | 19,400 | 32,155 | 28,540 | 28,540 | 28,540 | 28,540 | 28,540 |
| Other revenue | | 1,025,080 | | | | | | |
| Prior year surplus applied | 2,196,325 | 2,196,305 | 743,145 | 2,160,485 | 1,306,435 | 730,165 | 258,085 | 32,250 |
| | <u>8,675,320</u> | <u>9,693,405</u> | <u>7,478,975</u> | <u>8,764,280</u> | <u>8,172,200</u> | <u>7,970,550</u> | <u>7,893,690</u> | <u>8,084,815</u> |
| Expenditures | | | | | | | | |
| Administration | 20,500 | 21,610 | 21,525 | 22,640 | 22,600 | 23,730 | 24,915 | 26,160 |
| Debt payments | 2,948,965 | 2,803,520 | 3,410,127 | 2,558,150 | 3,550,530 | 3,951,920 | 4,090,320 | 4,241,980 |
| Debt issue expense/temp financing | 316,355 | 61,435 | 237,401 | 333,310 | 424,845 | 189,435 | 92,405 | 1,840 |
| Annual capital grants (see below) | 2,046,355 | 2,046,355 | 2,143,745 | 2,143,745 | 3,444,060 | 3,547,380 | 3,653,800 | 3,763,415 |
| Annual capital grant applied to major project | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | | | | |
| Surplus applied to capital projects | 1,400,000 | 1,400,000 | 0 | 1,200,000 | 0 | 0 | 0 | 0 |
| | <u>7,932,175</u> | <u>7,532,920</u> | <u>7,012,797</u> | <u>7,457,845</u> | <u>7,442,035</u> | <u>7,712,465</u> | <u>7,861,440</u> | <u>8,033,395</u> |
| Surplus for future years' expenditures | <u>743,145</u> | <u>2,160,485</u> | <u>466,177</u> | <u>1,306,435</u> | <u>730,165</u> | <u>258,085</u> | <u>32,250</u> | <u>51,420</u> |
| Original projected annual capital grants | 3,246,355 | | 3,343,746 | 3,343,746 | 3,444,058 | | | |
| Allocated to Emergency Department project | (1,200,000) | | (1,200,000) | (1,200,000) | | | | |
| Net available | <u>2,046,355</u> | | <u>2,143,746</u> | <u>2,143,746</u> | | | | |



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| RDN REPORT | | |
| CAO APPROVAL | | # |
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| COW | ✓ | Nov. 8/11 |
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| RHD | | |
| BOARD | | |

MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: October 14, 2011

FROM: Nancy Avery
General Manager, Finance & Information Services

File:

SUBJECT: Amendment to Remuneration and Expenses Bylaw No. 1078

PURPOSE:

To adopt a housekeeping amendment to Bylaw No. 1078 to clarify the provision of medical, dental and extended health care benefits for Board members, which are covered under Bylaw No. 1317.

BACKGROUND:

Bylaw No. 1078 provides for the application of base remuneration and expense reimbursement rates for all Board members. Bylaw No. 1317 covers the additional allowances and expense reimbursement rates for Electoral Area Directors.

Bylaw No. 1078 contains Sections 8(a) and (c) which permits the Regional District to provide medical, dental, extended health care and group life insurance benefits to Board members. It is worded as follows:

- 8 (a) Directors and Alternate Directors are, subject to insurance carrier requirements, eligible for medical, extended health, dental and group life insurance benefits for themselves and their dependents on the same basis that the Regional District provides those benefits to its employees;
- (b) The Regional District may obtain and pay the premiums for accident insurance coverage for Directors and Alternate Directors while on Regional District business;
- (c) All premiums for insurance under Section 8(a) shall be fully paid by Directors and Alternate Directors and not by the Regional District.

Sections 8(a) and (c) were consistent with the *Local Government Act* at the time it was introduced to this bylaw. In practice this clause was expected to cover Electoral Area Directors only because municipalities are able to exercise the same practice for their appointed members. Since that time, the *Local Government Act* has been amended to remove all direction on the provision and payment for benefits for elected members - local governments may choose whether and how they wish to proceed.

Bylaw No. 1317 was amended this year to permit the Regional District at its cost, to provide Electoral Area Directors medical, dental and extended health benefits if requested. With the addition of this option under Bylaw No. 1317, the clauses in Bylaw No. 1078 are duplications and redundant. To avoid confusion over the application of these sections, staff recommend deleting Sections 8(a) and 8(c) of Bylaw No. 1078.

ALTERNATIVES:

1. Amend Bylaw No. 1078 to delete Sections 8(a) and 8(c) (employee benefits).
2. Do not amend Bylaw No. 1078 at this time.

FINANCIAL IMPLICATIONS:

Alternative 1

At this time no Board members participate in the Regional District's benefit plans. If all seven Electoral Area Directors requested coverage the estimated cost would be \$29,400 annually. This cost would be accounted for in the Electoral Areas Only Administration budget at an estimated cost of \$0.30 per \$100,000 of property value.

Alternative 2

Under this alternative there could be confusion regarding which bylaw applies. Bylaw No. 1078 precedes Bylaw No. 1317, however, each also provide independent direction. Bylaw No. 1317 covers remuneration and expense reimbursements for Electoral Area Directors which are different from those which apply to all Board members. Given that municipalities can exercise the same authority to provide benefits to their elected directors, the authority originally provided in Bylaw No. 1078 is no longer required. Staff recommend amending Bylaw No. 1078.

SUMMARY/CONCLUSIONS:

Staff are recommending housekeeping changes to Bylaw No. 1078 to eliminate duplication with Bylaw No. 1317 regarding medical, dental and extended health care benefit coverage. Both bylaws currently authorize the Regional District to provide coverage however, Bylaw No. 1078 requires Board members to cover the cost of any benefit while Bylaw No. 1317 (Electoral Areas only) provides the benefit at no cost to the director. Municipalities have the same powers to provide these benefits to their councilors.

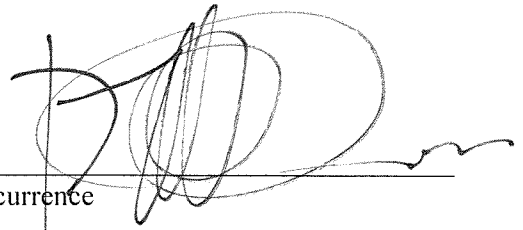
In order to eliminate any confusion regarding benefit coverage, staff recommend deleting Sections 8(a) and 8(c) from Bylaw No. 1078. Benefit coverage would only apply to Electoral Area Directors.

RECOMMENDATIONS:

1. That “Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078.08, 2011” be introduced for three readings.
2. That “Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078.08, 2011” be adopted.



Report Writer



X CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1078.08

**A BYLAW TO AMEND REMUNERATION AND
EXPENSE REIMBURSEMENT RATES FOR BOARD DIRECTORS**

WHEREAS the Board of the Regional District of Nanaimo by bylaw, cited as “Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078, 1997”, and subsequent amendments thereto, provided for the remuneration rates and reimbursement of expenses incurred by Directors and Alternate Directors;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to amend the bylaw to remove Subsections 8 (a) and (c)(benefits) which is no longer required;

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

Regional District of Nanaimo Board and Committee Member Remuneration, Expenses and Benefits Bylaw No. 1078,1997 is amended by:

1. Sections 8(a) and (c) are deleted.
2. Section 8(b) is renumbered to Section 8.
3. That the name of Bylaw. No. 1078 be amended to read “ Regional District of Nanaimo Board and Committee Member Remuneration and Expenses Bylaw No. 1078, 1997”.
4. This bylaw may be cited as “Regional District of Nanaimo Board and Committee Member Remuneration and Expenses Amendment Bylaw No. 1078.08, 2011”.

Introduced and read three times this 22nd day of November, 2011.

Adopted this 22nd day of November, 2011.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



| | | |
|--------------|---|-----------|
| RDN REPORT | | #11 |
| CAO APPROVAL | | #11 |
| EAP | | |
| COW | ✓ | Nov. 8/11 |
| OCT 31 2011 | | |
| RHD | | |
| BOARD | | |

MEMORANDUM

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

DATE: October 25, 2011

FROM: W. Idema
Manager, Financial Reporting

FILE:

SUBJECT: Operating Results for the Period Ending September 30, 2011

PURPOSE:

To present a summary of the operating results for the period ending September 30, 2011.

BACKGROUND:

The Regional Board reviews quarterly financial progress statements in order to identify both positive and negative budget trends as they occur. This report provides information on the operating results for the period January 1st to September 30th, 2011.

The quarterly statements are prepared primarily on a cash paid/received basis. Exceptions are property taxes and debt payments, which are recorded or accrued at 1/12 of the annual amount each month and prior year surpluses (deficits), which are recorded in full at the beginning of the year.

The budget benchmark at September 30th is 75%. Where significant variances have been observed, staff have provided comments in the individual sections below.

Attached as appendices to this report are the following:

- | | |
|----------------|--|
| Appendix 1 | Overall Summary by Division |
| Appendix 2 | Summary of Total Revenues/Total Expenditures by Department |
| Appendices 3-7 | Departmental Details by Division |

Overall Summary by Division (Appendix 1)

This appendix provides an overview of the year to date results, at an organizational level.

Revenues

Total Revenues are at 68% of budget with property tax revenues at the expected 75% as a result of the 1/12 recording noted above.

Grant Revenues are at 61% of budget. Grant revenues are generally recorded as offsets when costs are incurred. Work which is to be funded from Community Works funds is largely unexpended to date (\$100,465 versus \$773,525). Examples include \$120,000 for bus shelters in Electoral Areas A, E and G which have been delayed due to Ministry of Transportation approvals. Those approvals have been recently received and work will proceed shortly.

Other Revenues include transfers from reserves for capital projects, loan proceeds and interest income. This line item stands at 43% of budget. Again, transfers of revenues from reserves are recorded once

expenditures have been made. Most of the projects for which reserve funds will be used in 2011 are underway at this time. This profile (43% of budget) is not uncommon at this time of year as most capital construction work occurs from June onward.

Expenditures

Overall expenditures are at 59% of budget. Expenditure budget items which vary from budget include Professional Fees (31%), Building Operating and Maintenance Costs (64%), Vehicle and Equipment Operating and Maintenance Costs (63%), Other Operating Costs (58%), Program Costs (58%), and Capital Expenditures (31%) are currently below the 75% benchmark. Nothing has been observed which indicates unusual circumstances and staff observe that these results are fairly typical for this time of year.

Summary of Operating Results by Department (Appendix 2)

Appendix 2 provides a list which illustrates at a glance the overall status of revenues and expenses for each service budget.

Departmental Details (Appendices 3 – 7)

Appendices 3 to 7 provide summaries for the services within each organizational division.

Appendix 3 - Corporate Services

Year to Date Total Revenues for this division are below the benchmark at 61%.

Other Revenues for Corporate Services are at 48%. As noted above this budget item includes transfers from reserve funds and loan proceeds for capital projects. One major project (Nanoose Bay Firehall Redevelopment - \$3.2 million) was just recently commenced and accounts for most of the variance at this time.

Year to Date Total Expenditures for this division are below the benchmark at 58%.

Capital Expenditures are at 22%. The variance is accounted for mostly by the Nanoose Bay Firehall project which got underway early in September. That project is targeted for completion in June 2012.

Professional fees at 35% cover items such as the the annual audit fee which will not be incurred until December, asset appraisal services which will likely take place in February 2012 and a study of asset management software , which is also likely to carry over to 2012

Other Operating Costs are at 23% of budget, primarily because practice and response remuneration for some fire departments are normally paid in December.

Appendix 4 - Development Services

Year to Date Total Revenues for this division are at the expected 75% benchmark.

Grant Revenues at 15% are significantly below the 75% benchmark. Funds are pending for work completed by the Emergency Planning department for Community Wildfire plans. The remainder of the variance is for planning studies funded through the Community Works funds. A review of the status of the planning department work indicates that the variance is a result of not yet being invoiced for work underway – which results in no grant revenue being transferred from the fund

Building Inspection Services

Building permit revenues to September 30th total \$839,225 representing 90% of budget. The amount recorded to date is approximately \$113,000 higher than at September 30, 2010. Part of the increase in fees in 2011 is related to two large Regional District of Nanaimo projects - the Nanoose Bay Firehall and the Nanoose Peninsula Water Treatment Plant. The combined construction value is \$5.1 million generating \$41,000 in permit fees.

Building permits and inspections have now been implemented throughout the Regional District's electoral areas. The following table outlines as at September 30th, permits which have been issued in the Electoral Areas.

| Electoral Area | A (area expanded) | B | C (area expanded) | E | F (New) | G | H (New) | Total |
|----------------|----------------------|-----|----------------------|-----|------------|-----|------------|-------|
| 2011 | 68 | 70 | 27 | 106 | 18 | 87 | 23 | 399 |
| 2010 | 67 | 104 | 28 | 129 | 2 | 100 | 3 | 433 |

Year to Date Total Expenditures for Development Services are below the benchmark at 41%.

Professional Fees in the Development Services area at (35%), include allowances for legal services which are utilized as needed. Other significant planning reviews in progress include the Airport Planning Review, Agricultural Area Plan review, Regional Sustainability Strategy review and the previously mentioned Community Works projects.

Appendix 5 – Regional & Community Utilities

Year to Date Total Revenues for this division are below benchmark at 57%.

Other Revenues for Regional and Community Utilities are below the budget benchmark at 4% due to the timing of transferring approximately \$9 million from Development Cost Charge reserves (DCC's) and general reserves as offsets to capital project expenditures.

Under Wastewater Management, Other Revenues are 15% of budget. Several very large projects are underway that will be partially funded by DCC's and general reserves as follows:

Southern Community:

| | |
|------------------------------------|---------------|
| Departure Bay Pump Station upgrade | \$1.7 million |
| Third Digester project | \$4.1 million |
| Sedimentation Tank expansion | \$2.0 million |

Northern Community:

| | |
|-----------------------------|-----------|
| Second Centrifuge | \$650,000 |
| Forcemain at Seacrest Place | \$204,000 |

Additionally preliminary planning for expansions at both the Northern and Southern Community Wastewater Treatment plants will be continued this year.

Water Supply - Other Revenue is at 4% of budget and Grant Revenues are at 6% for reasons similar to those already noted for capital projects funded from reserves or debt. The Nanoose Bay Peninsula Water Treatment Plant project will incur the bulk of its costs through the fall and is funded by \$450,000 from Community Works funds, \$850,000 from long term debt and \$550,000 from reserve funds.

Water Supply and Sewer Collection - Operating Revenues are at 95% and 104% of budget respectively. Customer billings for these services are complete for 2011.

Year to Date Expenditures for this division are below the benchmark at 44%.

The comments above related to project timing are similar with respect to Professional Fees (32%) and Capital Expenditures (12%) in this division.

Appendix 6 - Recreation and Parks Services

Year to Date Total Revenues for this division are above the benchmark at 82%.

Grant Revenues are at 28% and will not reach the budget target. This is a result of being unsuccessful in an application for provincial grant funds to construct a skate park in Electoral Area A.

Operating Revenues are just above the benchmark at 77%. Operating Revenues for the Northern Community Recreation and Ravensong Aquatic Centre services are above the benchmark at 89% and 81% respectively while Oceanside Place arena/multiplex revenues are at 68% of budget. The lower benchmark performance for Oceanside Place reflects the normal seasonal pattern of revenues for this operation.

Other Revenues are at 96%. This result is largely found under Regional Parks, where Other Revenues are at 98%. This is accounted for by the reserve funds and short term borrowing used to purchase the Moorecroft Regional Park earlier this year.

Year to Date Expenditures for this division are above benchmark at 80%.

The 80% result reflects the purchase of Moorecroft Regional Park (noted above), the completion of the Ravensong Aquatic Center remediation project as well as the completed transfers to the Gabriola Island Recreation Society and City of Nanaimo under our contract arrangements.

Appendix 7 - Transportation and Solid Waste Services

Year to Date Total Revenues for this division are just below benchmark at 73%.

Transit Operating Revenues are above the benchmark at 80% and are forecast to exceed the budget by about 2% or \$156,000. In 2010 fare revenues exceeded the budget by 8.3% - reflecting a better result from the expansion of service in that year than anticipated. While 2011 revenue growth is positive demand appears to leveling off and efforts to improve ridership must continue.

Solid Waste Disposal Operating Revenues are at 69% of budget which is slightly lower than the benchmark. The Manager, Solid Waste advises that construction/demolition waste volumes are lower than last year and the impact of Waste Stream Licensed facilities is more noticeable on overall volumes. These trends were expected, but appear aggravated by a sluggish economy. As a result tipping fees may need to increase at a faster and higher rate than anticipated.

Solid Waste Collection & Recycling Operating Revenues are at 94% as all customer billings have been completed for the year.

Other Revenue (46%) is below budget. As noted throughout this report, this budget line item records reserve fund transfers for capital projects and therefore is sensitive to when invoices are received and paid. Major projects under way include the closure of an older portion of the regional landfill (\$3 million) and the design/construction of a nature park on the closed portion of the regional landfill (\$965,000).

Year to Date Expenditures for this division are below the benchmark at 63%.

The main variance overall is found under Capital Expenditures. New construction is recently underway at the Transit site to expand the service bays and relocate the fueling station and as noted above, projects at the regional landfill are underway but costs have not been billed.

SUMMARY:

The attached appendices reflect the operating activities of the Regional District recorded up to September 30, 2011. Appendix 1 summarizes the overall results across the organization. To date 68% of budgeted revenues and 59% of budgeted expenditures have been recorded. Grants (61%) and other revenues (43%) are below the benchmark, for seasonal and other timing reasons noted above.


Expenditures across all services are lower than the benchmark (59%) due to the seasonal nature of construction project (capital expenditures are at 31% overall). Overall expenditure patterns for this time of year are consistent with previous years.

RECOMMENDATION:

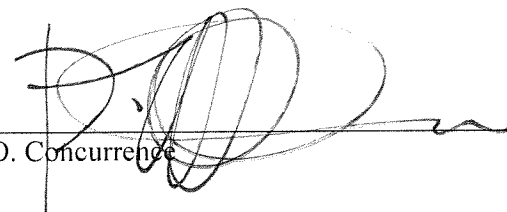
That the summary report of financial results from operations to September 30, 2011 be received for information.



Report Writer



General Manager



C.A.O. Concurrance



GENERAL REVENUE FUND
September 30, 2011

| | CORPORATE SERVICES | | | DEVELOPMENT SERVICES | | | REGIONAL & COMMUNITY UTILITIES | | | RECREATION & PARKS SERVICES | | | TRANSPORTATION AND SOLID WASTE SERVICES | | | TOTAL REVENUE FUND | | |
|------------------------------------|--------------------|------------------|-------|----------------------|------------------|-------|--------------------------------|--------------------|-------|-----------------------------|------------------|-------|---|--------------------|---------|---------------------|--------------------|-------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | | | | | | | |
| TAX REQUISITION GRANTS | \$4,586,630 | \$6,115,508 | 75% | \$1,584,548 | \$2,112,729 | 75% | \$8,968,540 | \$11,958,051 | 75% | \$6,507,716 | \$8,676,954 | 75% | \$5,359,580 | \$7,146,105 | 75% | \$27,007,014 | \$36,009,347 | 75% |
| OPERATING REVENUE | 89,132 | 128,000 | 70% | 112,380 | 750,300 | 15% | 330,130 | 599,449 | 55% | 120,409 | 436,110 | 28% | 4,162,187 | 6,001,905 | 69% | 4,814,238 | 7,915,764 | 61% |
| OTHER REVENUE | 317,361 | 160,545 | 198% | 956,909 | 1,056,189 | 91% | 2,081,459 | 1,760,225 | 118% | 1,049,705 | 1,370,060 | 77% | 11,814,377 | 15,314,877 | 77% | 16,219,811 | 19,661,896 | 82% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 5,946,800 | 12,500,440 | 48% | 179,837 | 258,895 | 69% | 1,928,404 | 12,588,111 | 15% | 4,860,046 | 4,869,260 | 96% | 2,654,213 | 5,752,145 | 46% | 15,369,300 | 35,968,851 | 43% |
| | 1,356,928 | 1,358,035 | 100% | 1,237,991 | 1,237,975 | 100% | 4,472,680 | 4,472,815 | 100% | 1,260,571 | 1,260,530 | 100% | 3,523,953 | 3,523,940 | 100% | 11,852,123 | 11,853,295 | 100% |
| TOTAL REVENUES | 12,296,851 | 20,262,528 | 61% | 4,071,665 | 5,416,088 | 75% | 17,781,213 | 31,378,651 | 57% | 13,598,447 | 16,612,914 | 82% | 27,514,310 | 37,738,972 | 73% | 75,262,466 | 111,409,153 | 68% |
| EXPENSES | | | | | | | | | | | | | | | | | | |
| OFFICE OPERATING | 814,451 | 1,259,195 | 65% | 521,712 | 793,941 | 66% | 712,380 | 1,047,210 | 68% | 544,788 | 762,528 | 71% | 2,821,641 | 3,824,330 | 74% | 5,414,972 | 7,687,204 | 70% |
| COMMUNITY GRANTS | 24,578 | 37,353 | 66% | 0 | 0 | 0 | 0 | 0 | 0 | 79,192 | 104,625 | 76% | 0 | 0 | 0 | 103,770 | 141,978 | 73% |
| LEGISLATIVE | 222,536 | 314,545 | 71% | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 222,536 | 314,545 | 71% | |
| PROFESSIONAL FEES | 154,524 | 440,180 | 35% | 353,458 | 1,014,492 | 35% | 231,023 | 722,054 | 32% | 61,204 | 183,900 | 33% | 148,348 | 709,950 | 21% | 948,557 | 3,070,576 | 31% |
| BUILDING - OPER & MAINT | 172,420 | 270,855 | 64% | 53,966 | 78,113 | 69% | 199,242 | 308,225 | 65% | 544,940 | 848,876 | 64% | 253,681 | 396,551 | 64% | 1,224,249 | 1,902,620 | 64% |
| VEH & EQUIP - OPER & MAINT | 178,615 | 290,130 | 62% | 32,997 | 38,810 | 85% | 519,790 | 827,351 | 63% | 122,940 | 200,779 | 61% | 3,462,970 | 5,445,877 | 64% | 4,317,312 | 6,802,947 | 63% |
| OTHER OPERATING COSTS | 72,886 | 314,105 | 23% | 116,317 | 177,290 | 66% | 2,219,213 | 3,517,144 | 63% | 140,012 | 443,087 | 32% | 3,820,175 | 6,450,428 | 59% | 6,368,603 | 10,902,054 | 58% |
| WAGES & BENEFITS | 2,502,471 | 3,138,064 | 80% | 1,687,890 | 2,189,635 | 77% | 2,683,006 | 3,650,125 | 74% | 2,591,575 | 3,959,133 | 76% | 9,024,754 | 11,354,398 | 79% | 18,889,696 | 24,291,355 | 78% |
| PROGRAM COSTS | 0 | 0 | 0 | 10,580 | 0 | 0 | 0 | 0 | 0 | 72,906 | 143,960 | 51% | 0 | 0 | 0 | 83,486 | 143,960 | 58% |
| CAPITAL EXPENDITURES | 1,034,847 | 4,773,480 | 22% | 37,565 | 195,150 | 19% | 1,840,651 | 15,289,954 | 12% | 5,165,003 | 5,950,856 | 87% | 2,371,453 | 7,152,370 | 33% | 10,449,319 | 33,361,810 | 31% |
| DEBT FINANCING - INTEREST | 1,423,640 | 2,701,820 | 53% | 0 | 0 | 0 | 337,531 | 454,940 | 74% | 545,797 | 770,495 | 71% | 0 | 0 | 0 | 2,306,968 | 3,927,255 | 59% |
| DEBT FINANCING - PRINCIPAL | 1,061,414 | 1,963,725 | 54% | 0 | 0 | 0 | 451,097 | 537,730 | 84% | 893,682 | 1,042,645 | 86% | 0 | 0 | 0 | 2,406,193 | 3,544,100 | 68% |
| CONTINGENCY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 70,770 | 0 |
| TRSF TO RESERVE FUND | 631,521 | 560,120 | 113% | 179,054 | 213,905 | 84% | 3,661,847 | 3,201,015 | 115% | 114,160 | 114,340 | 100% | 1,262,084 | 1,265,445 | 100% | 5,868,666 | 5,354,825 | 110% |
| TRSF TO OTHER GOVT/AGENCIES | 3,201,591 | 3,693,460 | 87% | 13,135 | 15,775 | 83% | 225 | 10,000 | 2% | 1,457,615 | 1,458,915 | 100% | 0 | 0 | 0 | 4,672,566 | 5,178,150 | 90% |
| TOTAL EXPENDITURES | 11,495,294 | 19,757,032 | 58% | 3,006,674 | 4,717,111 | 64% | 12,876,005 | 29,565,748 | 44% | 12,733,814 | 15,984,139 | 80% | 23,165,106 | 36,670,119 | 63% | 63,276,893 | 106,694,149 | 59% |
| OPERATING SURPLUS (DEFICIT) | \$801,557 | \$505,496 | | \$1,064,991 | \$698,977 | | \$4,905,208 | \$1,812,903 | | \$864,633 | \$628,775 | | \$4,349,204 | \$1,068,853 | | \$11,985,593 | \$4,715,004 | |

REGIONAL DISTRICT OF NANAIMO
SUMMARY OF OPERATING RESULTS
September 30, 2011

| | Revenues | | | Expenditures | | | Surplus | |
|-------------------------------------|---------------------|---------------------|------------|---------------------|---------------------|------------|--------------------|------------------|
| | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget |
| CORPORATE SERVICES | | | | | | | | |
| General Administration | \$4,204,385 | \$5,348,863 | 79% | \$3,713,613 | \$5,288,215 | 70% | \$490,772 | \$60,648 |
| Electoral Areas Administration | 709,669 | 831,605 | 85% | 461,597 | 684,157 | 67% | 248,072 | 147,448 |
| Public Safety | | | | | | | | |
| D68 E911 | 70,565 | 91,390 | 77% | 41,544 | 89,860 | 46% | 29,021 | 1,530 |
| D69 E911 | 416,108 | 549,900 | 76% | 515,478 | 516,885 | 100% | (99,370) | 33,015 |
| Community Justice | 65,932 | 87,725 | 75% | 87,725 | 87,725 | 100% | (21,793) | 0 |
| Fire Protection - Volunteer | | | | | | | | |
| Coombs-Hilliers | 324,946 | 450,035 | 72% | 391,803 | 450,035 | 87% | (66,857) | 0 |
| Errington | 191,967 | 254,950 | 75% | 239,461 | 254,950 | 94% | (47,494) | 0 |
| Nanoose | 959,260 | 4,285,120 | 22% | 724,944 | 4,187,075 | 17% | 234,316 | 98,045 |
| Dashwood | 297,030 | 458,080 | 65% | 371,144 | 458,080 | 81% | (74,114) | 0 |
| Meadowood | 158,813 | 174,920 | 91% | 104,519 | 139,360 | 75% | 54,294 | 35,560 |
| Extension | 126,998 | 156,160 | 81% | 101,192 | 156,160 | 65% | 25,806 | 0 |
| Nanaimo River | 13,692 | 18,140 | 75% | 17,388 | 17,795 | 98% | (3,696) | 345 |
| Bow Horn Bay | 439,723 | 562,565 | 78% | 500,026 | 562,565 | 89% | (60,303) | 0 |
| Fire Protection - Service Contracts | | | | | | | | |
| French Creek (Area G) | 403,104 | 497,905 | 81% | 385,064 | 418,095 | 92% | 18,040 | 79,810 |
| Parksville Local (Area G) | 134,828 | 163,390 | 83% | 116,299 | 116,330 | 100% | 18,529 | 47,050 |
| Cassidy/Waterloo (Area A & C) | 147,976 | 197,200 | 75% | 132,129 | 197,200 | 67% | 15,847 | 0 |
| Wellington (Area C) | 47,699 | 63,270 | 75% | 1,626 | 61,225 | 3% | 46,073 | 2,045 |
| Regional Library | 1,171,433 | 1,557,020 | 75% | 1,171,433 | 1,557,020 | 75% | 0 | 0 |
| Feasibility Studies | | | | | | | | |
| Electoral Area E | 0 | 0 | | 1,694 | 0 | | (1,694) | 0 |
| Electoral Area G | 4,178 | 5,570 | 75% | 5,570 | 5,570 | 100% | (1,392) | 0 |
| Electoral Area H | 35,578 | 37,640 | 95% | 38,078 | 37,640 | 101% | (2,500) | 0 |
| Municipal Debt Transfers | 2,356,842 | 4,449,590 | 53% | 2,356,842 | 4,449,590 | 53% | 0 | 0 |
| House Numbering | 16,125 | 21,500 | 75% | 16,125 | 21,500 | 75% | 0 | 0 |
| | \$12,296,851 | \$20,262,528 | 61% | \$11,495,294 | \$19,757,032 | 58% | \$801,557 | \$505,496 |
| DEVELOPMENT SERVICES | | | | | | | | |
| EA Community Planning | \$1,544,248 | \$1,865,830 | 83% | \$1,135,308 | \$1,662,230 | 68% | \$408,940 | \$203,600 |
| Community Works Fund - Dev Svcs | 100,475 | 653,525 | 15% | 100,476 | 653,525 | 15% | (1) | 0 |
| Regional Growth Management | 631,911 | 720,460 | 88% | 320,201 | 503,145 | 64% | 311,710 | 217,315 |
| Emergency Planning | 200,872 | 354,736 | 57% | 296,402 | 348,267 | 85% | (95,530) | 6,469 |
| Search & Rescue | 20,684 | 27,430 | 75% | 23,135 | 27,135 | 85% | (2,451) | 295 |
| Building Inspection | 1,158,617 | 1,252,665 | 92% | 758,030 | 1,029,784 | 74% | 400,587 | 222,881 |
| Bylaw Enforcement | | | | | | | | |
| Animal Control F | 29,398 | 47,410 | 62% | 33,135 | 47,410 | 70% | (3,737) | 0 |
| Animal Control A, B, C & Lantzville | 65,343 | 79,830 | 82% | 49,409 | 64,068 | 77% | 15,934 | 15,762 |
| Animal Control E, G & H | 78,595 | 98,080 | 80% | 66,441 | 87,885 | 76% | 12,154 | 10,195 |
| Nuisance Premises | 13,999 | 22,490 | 62% | 5,961 | 15,170 | 39% | 8,038 | 7,320 |
| Hazardous Properties | 5,583 | 9,795 | 57% | 4,942 | 9,041 | 55% | 641 | 754 |
| Noise Control | | | | | | | | |
| Electoral Area A | 10,654 | 11,859 | 90% | 5,640 | 7,083 | 80% | 5,014 | 4,776 |
| Electoral Area B | 6,843 | 8,180 | 84% | 7,355 | 6,749 | 109% | (512) | 1,431 |
| Electoral Area C | 16,944 | 18,935 | 89% | 15,488 | 17,083 | 91% | 1,456 | 1,852 |
| Electoral Area E | 6,385 | 7,825 | 82% | 5,494 | 7,080 | 78% | 891 | 745 |
| Electoral Area G | 8,815 | 9,950 | 89% | 6,957 | 7,561 | 92% | 1,858 | 2,389 |
| General Enforcement | 172,299 | 227,088 | 76% | 172,300 | 223,895 | 77% | (1) | 3,193 |
| | \$4,071,665 | \$5,416,088 | 75% | \$3,906,674 | \$4,717,111 | 64% | \$1,064,991 | \$698,977 |

REGIONAL DISTRICT OF NANAIMO
SUMMARY OF OPERATING RESULTS
 September 30, 2011

| | Revenues | | | Expenditures | | | Surplus | |
|---|---------------------|---------------------|------------|---------------------|---------------------|------------|--------------------|--------------------|
| | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget |
| REGIONAL & COMMUNITY UTILITIES | | | | | | | | |
| Regional & Community Utilities Administration | | | | | | | | |
| Community Works Fund - Eng Serv | \$239,258 | \$300,100 | 80% | \$239,474 | \$300,101 | 80% | (\$216) | 0 |
| Wastewater Management | 10,438 | 0 | | 10,438 | 0 | | 0 | 0 |
| Wastewater Management Plan | 240,576 | 295,390 | 81% | 85,411 | 237,594 | 36% | 155,165 | 57,796 |
| Southern Community Wastewater | 6,129,891 | 14,320,815 | 43% | 5,260,677 | 14,103,891 | 37% | 869,214 | 216,924 |
| Northern Community Wastewater | 4,378,115 | 6,002,256 | 73% | 2,941,598 | 5,527,612 | 53% | 1,436,517 | 474,644 |
| Duke Point Wastewater | 353,039 | 290,725 | 121% | 244,294 | 244,103 | 100% | 108,745 | 46,622 |
| Water Supply | | | | | | | | |
| Whiskey Creek | 85,655 | 161,320 | 53% | 57,639 | 161,319 | 36% | 28,016 | 1 |
| French Creek | 208,645 | 228,585 | 91% | 106,576 | 227,674 | 47% | 102,069 | 911 |
| Surfside | 41,766 | 43,348 | 96% | 16,996 | 26,051 | 65% | 24,770 | 17,297 |
| Decourcy | 9,582 | 11,308 | 85% | 7,187 | 8,815 | 82% | 2,395 | 2,493 |
| San Pareil | 181,599 | 218,580 | 83% | 131,959 | 205,933 | 64% | 49,640 | 12,647 |
| Driftwood | 5,999 | 7,850 | 76% | 5,885 | 7,850 | 75% | 114 | 0 |
| Englishman River | 241,981 | 264,030 | 92% | 107,453 | 155,268 | 69% | 134,528 | 108,762 |
| Melrose Terrace | 18,831 | 25,240 | 75% | 11,834 | 24,674 | 48% | 6,997 | 566 |
| Nanoose Bay Peninsula | 1,751,452 | 1,926,405 | 91% | 1,109,683 | 1,724,707 | 64% | 641,769 | 201,698 |
| Drinking Water/Watershed Protection | 700,834 | 833,234 | 84% | 369,084 | 659,996 | 56% | 331,750 | 173,238 |
| Nanoose Bay Bulk | 976,394 | 3,599,550 | 27% | 564,661 | 3,509,650 | 16% | 411,733 | 89,900 |
| French Creek Bulk | 232,129 | 535,775 | 43% | 227,334 | 492,929 | 46% | 4,795 | 42,846 |
| Sewer Collection | | | | | | | | |
| French Creek | 682,453 | 776,855 | 88% | 547,239 | 731,329 | 75% | 135,214 | 45,526 |
| Nanoose (Fairwinds) | 676,001 | 785,048 | 86% | 363,055 | 592,521 | 65% | 292,946 | 192,527 |
| Pacific Shores | 63,467 | 77,115 | 82% | 33,231 | 50,138 | 66% | 30,236 | 26,977 |
| Surfside | 44,661 | 48,536 | 92% | 30,574 | 34,578 | 88% | 14,087 | 13,958 |
| Cedar | 117,041 | 146,560 | 80% | 103,231 | 135,100 | 76% | 13,810 | 11,460 |
| Englishman River Stormwater | 17,512 | 18,635 | 94% | 3,110 | 5,480 | 57% | 14,402 | 13,155 |
| Cedar Estates Stormwater | 6,650 | 7,775 | 86% | 919 | 4,500 | 20% | 5,731 | 3,275 |
| Barclay Crescent | 167,013 | 196,410 | 85% | 124,414 | 170,576 | 73% | 42,599 | 25,834 |
| Pump & Haul | 2,894 | 2,620 | 110% | 2,229 | 2,620 | 85% | 665 | 0 |
| Streetslighting | 97,508 | 116,586 | 84% | 49,994 | 82,739 | 60% | 47,514 | 33,847 |
| Engineering Services | 99,829 | 138,000 | 72% | 99,829 | 138,000 | 72% | 0 | 0 |
| | \$17,781,213 | \$31,378,651 | 57% | \$12,876,008 | \$29,565,748 | 44% | \$4,905,205 | \$1,812,903 |

**REGIONAL DISTRICT OF NANAIMO
SUMMARY OF OPERATING RESULTS
September 30, 2011**

| | Revenues | | | Expenditures | | | Surplus | |
|---|---------------------|----------------------|------------|---------------------|----------------------|------------|---------------------|--------------------|
| | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget | Variance | 2011 Actual | 2011 Budget |
| <u>RECREATION & PARKS SERVICES</u> | | | | | | | | |
| Regional Parks | \$5,901,753 | \$6,410,259 | 92% | \$5,504,053 | \$6,314,405 | 87% | \$397,700 | \$95,854 |
| Community Parks | | | | | | | | |
| Electoral Area A | 133,410 | 660,320 | 20% | 97,616 | 636,747 | 15% | 35,794 | 23,573 |
| Electoral Area B | 178,089 | 220,090 | 81% | 106,722 | 206,604 | 52% | 71,367 | 13,486 |
| Electoral Area C | 51,289 | 64,070 | 80% | 30,024 | 64,070 | 47% | 21,265 | 0 |
| Electoral Area D | 71,850 | 88,020 | 82% | 55,596 | 70,102 | 79% | 16,254 | 17,918 |
| Electoral Area E | 79,940 | 99,965 | 80% | 60,767 | 95,178 | 64% | 19,173 | 4,787 |
| Electoral Area F | 141,552 | 164,270 | 86% | 72,205 | 118,967 | 61% | 69,347 | 45,303 |
| Electoral Area G | 127,338 | 149,710 | 85% | 105,103 | 130,765 | 80% | 22,235 | 18,945 |
| Electoral Area H | 125,698 | 193,070 | 65% | 70,828 | 176,946 | 40% | 54,870 | 16,124 |
| Area A Recreation & Culture | 215,106 | 255,925 | 84% | 137,285 | 209,950 | 65% | 77,821 | 45,975 |
| Northern Community Recreation | 1,205,652 | 1,498,460 | 80% | 1,149,146 | 1,422,284 | 81% | 56,506 | 76,176 |
| Oceanside Place Arena | 1,647,899 | 2,234,140 | 74% | 1,584,446 | 2,233,766 | 71% | 63,453 | 374 |
| Ravensong Aquatic Center | 2,827,962 | 3,389,510 | 83% | 2,594,890 | 3,121,285 | 83% | 232,972 | 268,225 |
| Gabriola Island Recreation | 68,062 | 90,070 | 76% | 82,162 | 88,035 | 93% | (14,100) | 2,035 |
| Southern Community Recreation | 764,734 | 1,017,765 | 75% | 1,005,601 | 1,017,765 | 99% | (240,867) | 0 |
| Hotel Room Tax | 0 | 0 | | 0 | 0 | | 0 | 0 |
| Port Theater Contribution | 58,114 | 77,270 | 75% | 77,270 | 77,270 | 100% | (19,156) | 0 |
| | \$13,598,448 | \$16,612,914 | 82% | \$12,733,814 | \$15,984,139 | 80% | \$864,634 | \$628,775 |
| <u>TRANSPORTATION AND SOLID WASTE SERVICES</u> | | | | | | | | |
| Gabriola Island Emergency Wharf | \$7,432 | \$8,795 | 85% | \$6,980 | \$6,150 | 113% | \$452 | \$2,645 |
| Southern Community Transit | 13,551,283 | 17,749,555 | 76% | 11,368,724 | 17,251,570 | 66% | 2,182,559 | 497,985 |
| Northern Community Transit | 1,102,676 | 1,478,995 | 75% | 1,023,098 | 1,416,188 | 72% | 79,578 | 62,807 |
| Solid Waste Disposal | 9,087,419 | 14,549,758 | 62% | 8,230,162 | 14,473,459 | 57% | 857,257 | 76,299 |
| Solid Waste Collection & Recycling | 3,765,500 | 3,951,869 | 95% | 2,536,142 | 3,522,750 | 72% | 1,229,358 | 429,119 |
| | \$27,514,310 | \$37,738,972 | 73% | \$23,165,106 | \$36,670,117 | 63% | \$4,349,204 | \$1,068,855 |
| TOTAL ALL SERVICES | \$75,262,487 | \$111,409,153 | 68% | \$63,276,896 | \$106,694,147 | 59% | \$11,985,591 | \$4,715,006 |

**REGIONAL DISTRICT OF NANAIMO
CORPORATE SERVICES
September 30, 2011**

| | Administration | | | Electoral Area Administration | | | Public Safety | | | Fire Protection | | | Regional Library | | |
|------------------------------------|------------------|------------------|------------|-------------------------------|------------------|------------|-------------------|-----------------|------------|------------------|------------------|------------|------------------|------------------|------------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | | | | |
| TAX REQUISITION | \$611,612 | \$815,483 | 75% | \$234,750 | \$313,000 | 75% | \$529,597 | \$706,130 | 75% | \$2,015,103 | \$2,686,805 | 75% | \$1,167,765 | \$1,557,020 | 75% |
| GRANTS | 47,171 | 94,500 | 50% | 20,511 | 18,000 | 114% | 78 | 0 | | 10,934 | 5,500 | 199% | 0 | 0 | |
| OPERATING REVENUE | 191,060 | 125,000 | 153% | 11,293 | 14,995 | 75% | 39 | 0 | | 111,301 | 20,550 | 542% | 3,668 | 0 | |
| OTHER REVENUE | 2,796,170 | 3,754,380 | 74% | 43,500 | 86,000 | 51% | 0 | 0 | | 750,288 | 4,210,470 | 18% | 0 | 0 | |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 558,372 | 559,500 | 100% | 389,615 | 399,610 | 100% | 22,891 | 22,885 | 100% | 358,410 | 358,400 | 100% | 0 | 0 | |
| TOTAL REVENUES | 4,204,385 | 5,348,863 | 79% | 709,669 | 831,605 | 85% | 552,605 | 729,015 | 76% | 3,246,036 | 7,281,725 | 45% | 1,171,433 | 1,557,020 | 75% |
| EXPENSES | | | | | | | | | | | | | | | |
| OFFICE OPERATING | 468,157 | 726,555 | 64% | 243,800 | 360,445 | 68% | 12,134 | 16,020 | 76% | 71,345 | 134,675 | 53% | 2,890 | 0 | |
| COMMUNITY GRANTS | 24,578 | 37,353 | 66% | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| LEGISLATIVE | 180,936 | 252,670 | 72% | 24,535 | 53,750 | 46% | 0 | 0 | | 17,065 | 8,125 | 210% | 0 | 0 | |
| PROFESSIONAL FEES | 105,924 | 389,090 | 27% | 7,338 | 13,150 | 56% | 0 | 0 | | 712 | 300 | 237% | 778 | 0 | |
| BUILDING - OPER & MAINT | 130,254 | 178,680 | 73% | 2,480 | 8,325 | 30% | 686 | 315 | 218% | 39,000 | 83,535 | 47% | 0 | 0 | |
| VEH & EQUIP - OPER & MAINT | 17,065 | 42,315 | 40% | 3,100 | 4,300 | 72% | 3,795 | 5,150 | 74% | 154,655 | 238,365 | 65% | 0 | 0 | |
| OTHER OPERATING COSTS | 55,716 | 75,105 | 74% | 0 | 0 | | 0 | 0 | | 17,170 | 239,000 | 7% | 0 | 0 | |
| WAGES & BENEFITS | 2,328,054 | 2,916,877 | 80% | 169,927 | 212,187 | 80% | 0 | 0 | | 4,490 | 9,000 | 50% | 0 | 0 | |
| CAPITAL EXPENDITURES | 155,499 | 420,595 | 37% | 10,417 | 32,000 | 33% | 0 | 0 | | 868,731 | 4,320,885 | 20% | 0 | 0 | |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 0 | 0 | | 68,485 | 136,315 | 50% | 0 | 0 | |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 0 | 0 | | 59,727 | 79,640 | 75% | 0 | 0 | |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 221,961 | 223,815 | 99% | 0 | 0 | | 6,800 | 6,800 | 100% | 397,190 | 323,935 | 123% | 0 | 0 | |
| TRSF TO OTHER GOVT/AGENCIES | 25,469 | 25,160 | 101% | 0 | 0 | | 621,332 | 666,185 | 93% | 1,387,025 | 1,445,095 | 96% | 1,167,765 | 1,557,020 | 75% |
| TOTAL EXPENDITURES | 3,713,613 | 5,288,215 | 70% | 461,597 | 684,157 | 67% | 644,747 | 694,470 | 93% | 3,085,595 | 7,018,870 | 44% | 1,171,433 | 1,557,020 | 75% |
| OPERATING SURPLUS (DEFICIT) | \$490,772 | \$60,648 | | \$248,072 | \$147,448 | | (\$92,142) | \$34,545 | | \$160,441 | \$262,855 | | \$0 | \$0 | |

**REGIONAL DISTRICT OF NANAIMO
CORPORATE SERVICES
September 30, 2011**

| | Feasibility Studies | | | Municipal Debt Transfers | | | House Numbering | | | Total Corporate Services | | |
|------------------------------------|---------------------|---------------|-------------|--------------------------|------------------|------------|-----------------|---------------|------------|--------------------------|-------------------|------------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$11,678 | \$15,570 | 75% | \$0 | \$0 | | \$16,125 | \$21,500 | 75% | \$4,586,630 | \$6,115,508 | 75% |
| GRANTS | 10,438 | 10,000 | 104% | 0 | 0 | | 0 | 0 | | 89,132 | 128,000 | 70% |
| OPERATING REVENUE | 0 | 0 | | 0 | 0 | | 0 | 0 | | 317,361 | 160,545 | 198% |
| OTHER REVENUE | 0 | 0 | | 2,356,842 | 4,449,590 | 53% | 0 | 0 | | 5,946,800 | 12,500,440 | 48% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 17,640 | 17,640 | 100% | 0 | 0 | | 0 | 0 | | 1,356,928 | 1,358,035 | 100% |
| TOTAL REVENUES | 39,756 | 43,210 | 92% | 2,356,842 | 4,449,590 | 53% | 16,125 | 21,500 | 75% | 12,296,851 | 20,262,528 | 61% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 0 | 0 | | 0 | 0 | | 16,125 | 21,500 | 75% | 814,451 | 1,259,195 | 65% |
| COMMUNITY GRANTS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 24,578 | 37,353 | 66% |
| LEGISLATIVE | 0 | 0 | | 0 | 0 | | 0 | 0 | | 222,536 | 314,545 | 71% |
| PROFESSIONAL FEES | 39,772 | 37,640 | 106% | 0 | 0 | | 0 | 0 | | 154,524 | 440,180 | 35% |
| BUILDING - OPER & MAINT | 0 | 0 | | 0 | 0 | | 0 | 0 | | 172,420 | 270,855 | 64% |
| VEH & EQUIP - OPER & MAINT | 0 | 0 | | 0 | 0 | | 0 | 0 | | 178,615 | 290,130 | 62% |
| OTHER OPERATING COSTS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 72,886 | 314,105 | 23% |
| WAGES & BENEFITS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 2,502,471 | 3,138,064 | 80% |
| CAPITAL EXPENDITURES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 1,034,647 | 4,773,480 | 22% |
| DEBT FINANCING - INTEREST | 0 | 0 | | 1,355,155 | 2,565,505 | 53% | 0 | 0 | | 1,423,640 | 2,701,820 | 53% |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 1,001,687 | 1,884,085 | 53% | 0 | 0 | | 1,061,414 | 1,963,725 | 54% |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 5,570 | 5,570 | 100% | 0 | 0 | | 0 | 0 | | 631,521 | 560,120 | 113% |
| TRSF TO OTHER GOVT/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 3,201,591 | 3,693,460 | 87% |
| TOTAL EXPENDITURES | 45,342 | 43,210 | 105% | 2,356,842 | 4,449,590 | 53% | 16,125 | 21,500 | 75% | 11,495,294 | 19,757,032 | 58% |
| OPERATING SURPLUS (DEFICIT) | (\$5,586) | \$0 | | \$0 | \$0 | | \$0 | \$0 | | \$801,557 | \$505,496 | |

**REGIONAL DISTRICT OF NANAIMO
DEVELOPMENT SERVICES
September 30, 2011**

| | EA Community Planning | | | Comm Works Fund Projects | | | Regional Growth Management | | | Emergency Planning | | |
|------------------------------------|-----------------------|------------------|-------|--------------------------|-------------|-------|----------------------------|------------------|-------|--------------------|----------------|-------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$952,489 | \$1,269,985 | 75% | \$0 | \$0 | | \$269,239 | \$358,985 | 75% | \$153,225 | \$204,300 | 75% |
| GRANTS | 13,413 | 20,000 | 67% | 100,475 | 630,525 | 16% | 1,129 | 0 | | (2,799) | 99,640 | -3% |
| OPERATING REVENUE | 88,435 | 84,500 | 105% | 0 | 0 | | 64 | 0 | | 17,868 | 18,221 | 98% |
| OTHER REVENUE | 10,565 | 12,000 | 88% | 0 | 23,000 | | 0 | 0 | | 0 | 0 | |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 479,346 | 479,345 | 100% | 0 | 0 | | 361,479 | 361,475 | 100% | 32,578 | 32,575 | 100% |
| TOTAL REVENUES | 1,544,248 | 1,865,830 | 83% | 100,475 | 653,525 | 15% | 631,911 | 720,460 | 88% | 200,872 | 354,736 | 57% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 299,524 | 446,408 | 67% | 1,644 | 20,000 | 8% | 80,660 | 128,905 | 63% | 33,154 | 54,625 | 61% |
| PROFESSIONAL FEES | 29,036 | 171,000 | 17% | 64,259 | 459,060 | 14% | 3,262 | 82,500 | 4% | 130,014 | 125,615 | 104% |
| BUILDING - OPER & MAINT | 29,602 | 42,313 | 70% | 0 | 2,000 | | 460 | 5,100 | 9% | 1,264 | 1,700 | 74% |
| VEH & EQUIP - OPER & MAINT | 5,845 | 5,235 | 112% | 0 | 0 | | 263 | 350 | 75% | 4,967 | 7,865 | 63% |
| OTHER OPERATING COSTS | 62,718 | 89,565 | 70% | 0 | 0 | | 3,688 | 12,600 | 29% | 789 | 7,100 | 11% |
| WAGES & BENEFITS | 694,211 | 879,359 | 79% | 34,573 | 52,465 | 66% | 231,564 | 271,785 | 85% | 90,914 | 109,622 | 83% |
| COMMUNITY GRANTS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| PROGRAM COSTS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| CAPITAL EXPENDITURES | 9,122 | 21,350 | 43% | 0 | 120,000 | | 0 | 1,500 | | 0 | 2,300 | |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 5,250 | 7,000 | 75% | 0 | 0 | | 304 | 405 | 75% | 25,300 | 26,800 | 94% |
| TRSF TO OTHER GOV'T/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 10,000 | 12,640 | 79% |
| TOTAL EXPENDITURES | 1,135,308 | 1,662,230 | 68% | 100,476 | 653,525 | 15% | 320,201 | 503,145 | 64% | 296,402 | 348,267 | 85% |
| OPERATING SURPLUS (DEFICIT) | \$408,940 | \$203,600 | | (\$1) | \$0 | | \$311,710 | \$217,315 | | (\$95,530) | \$6,469 | |

**REGIONAL DISTRICT OF NANAIMO
DEVELOPMENT SERVICES
September 30, 2011**

| | Search & Rescue | | | Building Inspection | | | Bylaw Enforcement | | | Total Development Services | | |
|------------------------------------|------------------|--------------|-------|---------------------|------------------|-------|-------------------|-----------------|-------|----------------------------|------------------|-------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$20,250 | \$27,000 | 75% | \$0 | \$0 | | \$189,345 | \$252,459 | 75% | \$1,584,548 | \$2,112,729 | 75% |
| GRANTS | 131 | 135 | 97% | 0 | 0 | | 31 | 0 | | 112,380 | 750,300 | 15% |
| OPERATING REVENUE | 5 | 0 | | 839,225 | 933,275 | 90% | 11,312 | 20,193 | 56% | 956,909 | 1,056,189 | 91% |
| OTHER REVENUE | 0 | 0 | | 0 | 0 | | 169,272 | 223,895 | 76% | 179,837 | 258,895 | 69% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 298 | 295 | 101% | 319,392 | 319,390 | 100% | 44,898 | 44,895 | 100% | 1,237,991 | 1,237,975 | 100% |
| TOTAL REVENUES | 20,684 | 27,430 | 75% | 1,158,617 | 1,252,665 | 92% | 414,858 | 541,442 | 77% | 4,071,665 | 5,416,088 | 75% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 0 | 0 | | 83,171 | 108,865 | 76% | 23,559 | 35,138 | 67% | 521,712 | 793,941 | 66% |
| PROFESSIONAL FEES | 0 | 0 | | 1,535 | 2,000 | 77% | 125,352 | 174,317 | 72% | 353,458 | 1,014,492 | 35% |
| BUILDING - OPER & MAINT | 20,000 | 24,000 | 83% | 140 | 0 | | 2,500 | 3,000 | 83% | 53,966 | 78,113 | 69% |
| VEH & EQUIP - OPER & MAINT | 0 | 0 | | 16,439 | 18,360 | 90% | 5,483 | 7,000 | 78% | 32,997 | 38,810 | 85% |
| OTHER OPERATING COSTS | 0 | 0 | | 3,226 | 5,445 | 59% | 45,896 | 62,580 | 73% | 116,317 | 177,290 | 66% |
| WAGES & BENEFITS | 0 | 0 | | 484,496 | 685,114 | 71% | 152,132 | 191,290 | 80% | 1,687,890 | 2,189,635 | 77% |
| COMMUNITY GRANTS | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| PROGRAM COSTS | 0 | 0 | | 10,580 | 0 | | 0 | 0 | | 10,580 | 0 | |
| CAPITAL EXPENDITURES | 0 | 0 | | 28,443 | 50,000 | 57% | 0 | 0 | | 37,565 | 195,150 | 19% |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 0 | 0 | | 130,000 | 160,000 | 81% | 18,200 | 19,700 | 92% | 179,054 | 213,905 | 84% |
| TRSF TO OTHER GOVT/AGENCIES | 3,135 | 3,135 | 100% | 0 | 0 | | 0 | 0 | | 13,135 | 15,775 | 83% |
| TOTAL EXPENDITURES | 23,135 | 27,135 | 85% | 758,030 | 1,029,784 | 74% | 373,122 | 493,025 | 76% | 3,006,674 | 4,717,111 | 64% |
| OPERATING SURPLUS (DEFICIT) | (\$2,451) | \$295 | | \$400,587 | \$222,881 | | \$41,736 | \$48,417 | | \$1,064,991 | \$698,977 | |

**REGIONAL DISTRICT OF NANAIMO
REGIONAL & COMMUNITY UTILITIES
September 30, 2011**

| | Administration | | | Community Works Fund | | | Wastewater Management | | | Water Supply | | |
|------------------------------------|----------------|--------------|-------|----------------------|-------------|-------|-----------------------|------------------|-------|--------------------|------------------|-------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$0 | \$0 | | \$0 | \$0 | | \$6,370,871 | \$8,494,495 | 75% | \$1,652,220 | \$2,202,960 | 75% |
| GRANTS | 0 | 0 | | 10,438 | 0 | | 286,002 | 75,470 | 379% | 33,041 | 523,524 | 6% |
| OPERATING REVENUE | 0 | 0 | | | | | 797,701 | 464,090 | 172% | 838,690 | 878,951 | 95% |
| OTHER REVENUE | 239,258 | 300,100 | 80% | 0 | 0 | | 1,493,461 | 9,721,481 | 15% | 107,786 | 2,426,580 | 4% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 0 | 0 | | 0 | 0 | | 2,153,586 | 2,153,650 | 100% | 1,823,130 | 1,823,210 | 100% |
| TOTAL REVENUES | 239,258 | 300,100 | 80% | 10,438 | 0 | | 11,101,621 | 20,909,186 | 53% | 4,454,867 | 7,855,225 | 57% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 9,082 | 3,535 | 257% | \$0 | \$0 | | 468,917 | 680,056 | 69% | 181,524 | 277,021 | 66% |
| PROFESSIONAL FEES | 0 | 0 | | 10,438 | 0 | | 144,396 | 424,145 | 34% | 69,106 | 276,569 | 25% |
| BUILDING - OPER & MAINT | 1,028 | 0 | | 0 | 0 | | 101,110 | 143,706 | 70% | 67,193 | 107,407 | 63% |
| VEH & EQUIP - OPER & MAINT | 2,958 | 0 | | 0 | 0 | | 408,434 | 646,400 | 63% | 61,684 | 105,540 | 58% |
| WAGES & BENEFITS | 221,345 | 288,346 | 77% | 0 | 0 | | 1,465,743 | 2,009,275 | 73% | 706,604 | 953,748 | 74% |
| OTHER OPERATING COSTS | 3,367 | 5,720 | 59% | 0 | 0 | | 1,242,668 | 1,923,613 | 65% | 339,156 | 680,134 | 50% |
| CAPITAL EXPENDITURES | 1,694 | 2,500 | 68% | 0 | 0 | | 1,495,066 | 11,505,710 | 13% | 329,974 | 3,731,489 | 9% |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 88,772 | 118,365 | 75% | 173,392 | 236,545 | 73% |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 96,797 | 129,065 | 75% | 297,595 | 333,055 | 89% |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 0 | 0 | | 0 | 0 | | 3,020,074 | 2,532,865 | 119% | 489,838 | 493,358 | 99% |
| TRSF TO OTHER GOV'T/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 225 | 10,000 | 2% |
| TOTAL EXPENDITURES | 239,474 | 300,101 | 80% | \$10,438 | \$0 | | 8,531,977 | 20,113,200 | 42% | 2,716,291 | 7,204,866 | 38% |
| OPERATING SURPLUS (DEFICIT) | (\$216) | (\$1) | | \$0 | \$0 | | \$2,569,644 | \$795,986 | | \$1,738,576 | \$650,359 | |

**REGIONAL DISTRICT OF NANAIMO
REGIONAL & COMMUNITY UTILITIES
September 30, 2011**

| | Sewer Collection | | | Street Lighting | | | Engineering | | | Total Regional & Community Utilities | | |
|------------------------------------|------------------|------------------|------------|-----------------|-----------------|------------|---------------|----------------|------------|--------------------------------------|--------------------|------------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$888,814 | \$1,185,085 | 75% | \$56,635 | \$75,511 | 75% | \$0 | \$0 | | \$8,968,540 | \$11,958,051 | 75% |
| GRANTS | 392 | 0 | | 257 | 455 | 56% | 0 | 0 | | 330,130 | 599,449 | 55% |
| OPERATING REVENUE | 429,064 | 414,184 | 104% | 0 | 0 | | 16,004 | 3,000 | 533% | 2,081,459 | 1,760,225 | 118% |
| OTHER REVENUE | 4,074 | 4,950 | 82% | 0 | 0 | | 83,825 | 135,000 | 62% | 1,928,404 | 12,588,111 | 15% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 455,348 | 455,335 | 100% | 40,616 | 40,620 | 100% | 0 | 0 | | 4,472,680 | 4,472,815 | 100% |
| TOTAL REVENUES | 1,777,692 | 2,059,554 | 86% | 97,508 | 116,586 | 84% | 99,829 | 138,000 | 72% | 17,781,213 | 31,378,651 | 57% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 50,449 | 78,503 | 64% | 771 | 1,045 | 74% | 1,637 | 7,050 | 23% | 712,380 | 1,047,210 | 68% |
| PROFESSIONAL FEES | 5,804 | 11,340 | 51% | 0 | 0 | | 1,279 | 10,000 | 13% | 231,023 | 722,054 | 32% |
| BUILDING - OPER & MAINT | 21,456 | 31,312 | 69% | 8,455 | 25,800 | 33% | 0 | 0 | | 199,242 | 308,225 | 65% |
| VEH & EQUIP - OPER & MAINT | 46,714 | 75,411 | 62% | 0 | 0 | | 0 | 0 | | 519,790 | 827,351 | 63% |
| WAGES & BENEFITS | 192,319 | 278,289 | 69% | 917 | 917 | 100% | 96,078 | 119,550 | 80% | 2,683,006 | 3,650,125 | 74% |
| OTHER OPERATING COSTS | 599,056 | 857,020 | 70% | 34,131 | 49,257 | 69% | 835 | 1,400 | 60% | 2,219,213 | 3,517,144 | 63% |
| CAPITAL EXPENDITURES | 13,917 | 50,255 | 28% | 0 | 0 | | 0 | 0 | | 1,840,651 | 15,289,954 | 12% |
| DEBT FINANCING - INTEREST | 75,367 | 100,030 | 75% | 0 | 0 | | 0 | 0 | | 337,531 | 454,940 | 74% |
| DEBT FINANCING - PRINCIPAL | 56,705 | 75,610 | 75% | 0 | 0 | | 0 | 0 | | 451,097 | 537,730 | 84% |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 166,215 | 169,072 | 98% | 5,720 | 5,720 | 100% | 0 | 0 | | 3,681,847 | 3,201,015 | 115% |
| TRSF TO OTHER GOV'T/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 225 | 10,000 | 2% |
| TOTAL EXPENDITURES | 1,228,002 | 1,726,842 | 71% | 49,994 | 82,739 | 60% | 99,829 | 138,000 | 72% | 12,876,005 | 29,565,748 | 44% |
| OPERATING SURPLUS (DEFICIT) | \$549,690 | \$332,712 | | \$47,514 | \$33,847 | | \$0 | \$0 | | \$4,905,208 | \$1,812,903 | |

**REGIONAL DISTRICT OF NANAIMO
RECREATION & PARKS SERVICES
September 30, 2011**

| | Regional Parks | | | Community Parks | | | Area A Recreation & Culture | | | Northern Community Recreation | | | Oceanside Place Arena | | |
|------------------------------------|------------------|------------------|------------|------------------|------------------|------------|--------------------------------|-----------------|------------|----------------------------------|------------------|------------|--------------------------|------------------|------------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | | | | |
| TAX REQUISITION | \$1,231,184 | \$1,641,579 | 75% | \$584,539 | \$779,385 | 75% | \$78,825 | \$105,100 | 75% | \$819,679 | \$1,092,905 | 75% | \$1,186,489 | \$1,581,985 | 75% |
| GRANTS | 49,508 | 63,630 | 78% | 324 | 361,530 | 0% | 0 | 2,950 | 0% | 11,182 | 7,500 | 149% | 0 | 0 | 0 |
| OPERATING REVENUE | 6,469 | 6,500 | 100% | 2,182 | 0 | 0% | 10,078 | 22,000 | 46% | 200,135 | 224,000 | 89% | 390,682 | 572,940 | 68% |
| OTHER REVENUE | 4,330,835 | 4,414,800 | 98% | 0 | 176,500 | 0% | 325 | 0 | 0% | 1,600 | 1,000 | 160% | 22,470 | 30,960 | 73% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 283,757 | 283,750 | 100% | 322,121 | 322,100 | 100% | 125,878 | 125,875 | 100% | 173,056 | 173,055 | 100% | 48,258 | 48,255 | 100% |
| TOTAL REVENUES | 5,901,753 | 6,410,259 | 92% | 909,166 | 1,639,515 | 55% | 215,106 | 255,925 | 84% | 1,205,652 | 1,498,460 | 80% | 1,647,899 | 2,234,140 | 74% |
| EXPENSES | | | | | | | | | | | | | | | |
| OFFICE OPERATING | 107,711 | 153,375 | 70% | 61,346 | 86,718 | 71% | 13,746 | 20,250 | 68% | 104,059 | 155,645 | 67% | 127,829 | 176,895 | 72% |
| PROFESSIONAL FEES | 38,632 | 104,000 | 37% | 11,079 | 46,000 | 24% | 3,846 | 500 | 769% | 1,870 | 2,900 | 64% | 3,762 | 10,500 | 36% |
| BUILDING - OPER & MAINT | 143,387 | 195,835 | 73% | 15,550 | 14,201 | 109% | 4,210 | 6,515 | 65% | 16,746 | 22,030 | 76% | 181,795 | 297,700 | 61% |
| VEH & EQUIP - OPER & MAINT | 15,669 | 29,049 | 54% | 8,887 | 23,200 | 38% | 0 | 0 | 0% | 18,418 | 25,615 | 72% | 74,351 | 97,955 | 76% |
| OTHER OPERATING COSTS | 50,431 | 161,700 | 31% | 36,209 | 196,612 | 18% | 4,237 | 6,550 | 65% | 19,162 | 30,200 | 63% | 12,778 | 17,700 | 72% |
| WAGES & BENEFITS | 317,378 | 441,355 | 72% | 309,739 | 398,478 | 78% | 89,955 | 118,765 | 76% | 585,604 | 734,559 | 80% | 737,160 | 1,026,886 | 72% |
| COMMUNITY GRANTS | 0 | 0 | 0% | 6,739 | 0 | 0% | 8,062 | 24,870 | 32% | 51,753 | 69,055 | 75% | 1,111 | 700 | 159% |
| RECREATION PROGRAMS | 41 | 1,500 | 3% | 191 | 0 | 0% | 2,131 | 10,500 | 20% | 43,009 | 74,110 | 58% | 4,715 | 9,750 | 48% |
| CAPITAL EXPENDITURES | 4,783,508 | 5,090,766 | 94% | 4,432 | 579,250 | 1% | 1,098 | 12,000 | 9% | 8,820 | 8,420 | 105% | 1,622 | 9,920 | 16% |
| DEBT FINANCING - INTEREST | 27,161 | 71,125 | 38% | 18,111 | 24,150 | 75% | 0 | 0 | 0% | 0 | 0 | 0% | 234,399 | 312,530 | 75% |
| DEBT FINANCING - PRINCIPAL | 0 | 45,520 | 0% | 12,578 | 16,770 | 75% | 0 | 0 | 0% | 0 | 0 | 0% | 204,789 | 273,050 | 75% |
| CONTINGENCY | 0 | 0 | 0% | 0 | 0 | 0% | 0 | 0 | 0% | 0 | 0 | 0% | 0 | 0 | 0% |
| TRSF TO RESERVE FUND | 135 | 180 | 75% | 86,000 | 86,000 | 100% | 10,000 | 10,000 | 100% | 17,755 | 17,800 | 100% | 135 | 180 | 75% |
| TRSF TO OTHER GOVT/AGENCIES | 20,000 | 20,000 | 100% | 28,000 | 28,000 | 100% | 0 | 0 | 0% | 281,950 | 281,950 | 100% | 0 | 0 | 0% |
| TOTAL EXPENDITURES | 5,504,053 | 6,314,405 | 87% | 588,861 | 1,499,379 | 40% | 137,285 | 209,950 | 65% | 1,149,146 | 1,422,284 | 81% | 1,584,446 | 2,233,766 | 71% |
| OPERATING SURPLUS (DEFICIT) | \$397,700 | \$95,854 | | \$310,305 | \$140,136 | | \$77,821 | \$45,975 | | \$56,506 | \$76,176 | | \$63,453 | \$374 | |

**REGIONAL DISTRICT OF NANAIMO
RECREATION & PARKS SERVICES
September 30, 2011**

| | Ravensong Aquatic Center | | | Gabriola Island Recreation | | | Southern Community Recreation & Culture | | | Total Recreation & Parks | | |
|------------------------------------|--------------------------|------------------|------------|----------------------------|----------------|------------|---|------------------|------------|--------------------------|-------------------|------------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$1,723,901 | \$2,298,535 | 75% | \$66,146 | \$88,195 | 75% | \$816,953 | \$1,089,270 | 75% | \$6,507,716 | \$8,676,954 | 75% |
| GRANTS | 58,750 | 0 | | 519 | 500 | 104% | 126 | 0 | | 120,409 | 436,110 | 28% |
| OPERATING REVENUE | 440,136 | 544,620 | 81% | 23 | 0 | | 0 | 0 | | 1,049,705 | 1,370,060 | 77% |
| OTHER REVENUE | 304,816 | 246,000 | 124% | 0 | 0 | | 0 | 0 | | 4,660,046 | 4,869,260 | 96% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 300,359 | 300,355 | 100% | 1,374 | 1,375 | 100% | 5,768 | 5,765 | 100% | 1,260,571 | 1,260,530 | 100% |
| TOTAL REVENUES | 2,827,962 | 3,389,510 | 83% | 68,062 | 90,070 | 76% | 822,847 | 1,095,035 | 75% | 13,598,447 | 16,612,914 | 82% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 126,606 | 165,335 | 77% | 3,491 | 4,310 | 81% | 0 | 0 | | 544,788 | 762,528 | 71% |
| PROFESSIONAL FEES | 2,015 | 20,000 | 10% | 0 | 0 | | 0 | 0 | | 61,204 | 183,900 | 33% |
| BUILDING - OPER & MAINT | 162,946 | 280,200 | 58% | 0 | 0 | | 20,306 | 32,395 | 63% | 544,940 | 848,876 | 64% |
| VEH & EQUIP - OPER & MAINT | 5,482 | 24,855 | 22% | 133 | 105 | 127% | 0 | 0 | | 122,940 | 200,779 | 61% |
| OTHER OPERATING COSTS | 17,104 | 29,800 | 57% | 91 | 450 | 20% | 0 | 75 | | 140,012 | 443,087 | 32% |
| WAGES & BENEFITS | 938,392 | 1,222,320 | 77% | 13,347 | 16,770 | 80% | 0 | 0 | | 2,991,575 | 3,959,133 | 76% |
| COMMUNITY GRANTS | 11,527 | 10,000 | 115% | 0 | 0 | | 0 | 0 | | 79,192 | 104,625 | 76% |
| RECREATION PROGRAMS | 22,819 | 48,100 | 47% | 0 | 0 | | 0 | 0 | | 72,906 | 143,960 | 51% |
| CAPITAL EXPENDITURES | 365,523 | 250,500 | 146% | 0 | 0 | | 0 | 0 | | 5,165,003 | 5,950,856 | 87% |
| DEBT FINANCING - INTEREST | 266,126 | 362,690 | 73% | 0 | 0 | | 0 | 0 | | 545,797 | 770,495 | 71% |
| DEBT FINANCING - PRINCIPAL | 676,315 | 707,305 | 96% | 0 | 0 | | 0 | 0 | | 893,682 | 1,042,645 | 86% |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TRSF TO RESERVE FUND | 135 | 180 | 75% | 0 | 0 | | 0 | 0 | | 114,160 | 114,340 | 100% |
| TRSF TO OTHER GOVT/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 1,457,615 | 1,458,915 | 100% |
| TOTAL EXPENDITURES | 2,594,990 | 3,121,285 | 83% | 82,162 | 88,035 | 93% | 1,082,871 | 1,095,035 | 99% | 12,733,814 | 15,984,139 | 80% |
| OPERATING SURPLUS (DEFICIT) | \$232,972 | \$268,225 | | (\$14,100) | \$2,035 | | (\$260,024) | \$0 | | \$864,633 | \$628,775 | |

**REGIONAL DISTRICT OF NANAIMO
TRANSPORTATION & SOLID WASTE SERVICES
September 30, 2011**

| | Total Solid Waste Disposal | | | Solid Waste Collection & Recycling | | | Total Transportation and Solid Waste Services | | |
|------------------------------------|----------------------------|-----------------|-------|------------------------------------|------------------|-------|---|--------------------|-------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | |
| TAX REQUISITION | \$251,494 | \$335,325 | 75% | \$0 | \$0 | | \$5,359,580 | \$7,146,105 | 75% |
| GRANTS | (16,031) | 6,800 | -236% | 0 | 0 | | 4,162,187 | 6,001,905 | 69% |
| OPERATING REVENUE | 5,775,968 | 8,312,823 | 69% | 2,992,432 | 3,178,804 | 94% | 11,814,377 | 15,314,877 | 77% |
| OTHER REVENUE | 1,816,894 | 4,635,720 | 39% | 0 | 0 | | 2,654,213 | 5,752,145 | 46% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 1,259,094 | 1,259,090 | 100% | 773,068 | 773,065 | 100% | 3,523,953 | 3,523,940 | 100% |
| TOTAL REVENUES | 9,087,419 | 14,549,758 | 62% | 3,765,500 | 3,951,869 | 95% | 27,514,310 | 37,738,972 | 73% |
| EXPENSES | | | | | | | | | |
| OFFICE OPERATING | 503,035 | 653,075 | 77% | 189,783 | 252,645 | 75% | 2,821,641 | 3,824,330 | 74% |
| PROFESSIONAL FEES | 145,596 | 675,250 | 22% | 996 | 4,700 | 21% | 148,348 | 709,950 | 21% |
| BUILDING - OPER & MAINT | 71,175 | 137,530 | 52% | 2,028 | 2,681 | 76% | 253,681 | 396,551 | 64% |
| VEH & EQUIP - OPER & MAINT | 386,597 | 726,377 | 53% | 653 | 1,785 | 37% | 3,462,970 | 5,445,877 | 64% |
| OTHER OPERATING COSTS | 1,407,334 | 2,951,498 | 48% | 2,221,100 | 3,101,680 | 72% | 3,820,175 | 6,450,428 | 59% |
| WAGES & BENEFITS | 2,259,724 | 2,749,894 | 82% | 121,002 | 154,474 | 78% | 9,024,754 | 11,354,398 | 79% |
| CAPITAL EXPENDITURES | 2,201,083 | 5,322,345 | 41% | 85 | 4,125 | 2% | 2,371,453 | 7,152,370 | 33% |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| CONTINGENCY | 0 | 0 | | 0 | 0 | | 0 | 70,770 | |
| TRSF TO RESERVE FUND | 1,255,618 | 1,257,490 | 100% | 495 | 660 | 75% | 1,262,084 | 1,265,445 | 100% |
| TRSF TO OTHER GOVT/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TOTAL EXPENDITURES | 8,230,162 | 14,473,459 | 57% | 2,536,142 | 3,522,750 | 72% | 23,165,106 | 36,670,119 | 63% |
| OPERATING SURPLUS (DEFICIT) | \$857,257 | \$76,299 | | \$1,229,358 | \$429,119 | | \$4,349,204 | \$1,068,853 | |

**REGIONAL DISTRICT OF NANAIMO
TRANSPORTATION & SOLID WASTE SERVICES
September 30, 2011**

| | Gabriola Island Emergency Wharf | | | Southern Community Transportation | | | Northern Community Transportation | | | Total Transportation Services | | |
|------------------------------------|------------------------------------|----------------|----------|--------------------------------------|------------------|----------|--------------------------------------|-----------------|----------|----------------------------------|------------------|----------|
| | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var | Actual 2011 | Budget 2011 | % Var |
| REVENUES | | | | | | | | | | | | |
| TAX REQUISITION | \$4,099 | \$5,465 | 75% | \$4,559,809 | \$6,079,745 | 75% | \$544,178 | \$725,570 | 75% | \$5,108,086 | \$6,810,780 | 75% |
| GRANTS | 0 | 0 | | 3,869,995 | 5,570,105 | 69% | 308,223 | 425,000 | 73% | 4,178,218 | 5,995,105 | 70% |
| OPERATING REVENUE | 0 | 0 | | 2,861,773 | 3,560,895 | 80% | 184,204 | 262,355 | 70% | 3,045,977 | 3,823,250 | 80% |
| OTHER REVENUE | 0 | 0 | | 837,319 | 1,116,425 | 75% | 0 | 0 | | 837,319 | 1,116,425 | 75% |
| PRIOR YEAR'S SURPLUS (DEFICIT) | 3,333 | 3,330 | 100% | 1,422,387 | 1,422,385 | 100% | 66,071 | 66,070 | 100% | 1,491,791 | 1,491,785 | 100% |
| TOTAL REVENUES | 7,432 | 8,795 | 85% | 13,551,283 | 17,749,555 | 76% | 1,102,676 | 1,478,995 | 75% | 14,661,391 | 19,237,345 | 76% |
| EXPENSES | | | | | | | | | | | | |
| OFFICE OPERATING | 269 | 150 | 179% | 1,551,320 | 2,148,815 | 72% | 577,234 | 769,645 | 75% | 2,128,823 | 2,918,610 | 73% |
| PROFESSIONAL FEES | 0 | 0 | | 1,756 | 30,000 | 6% | 0 | 0 | | 1,756 | 30,000 | 6% |
| BUILDING - OPER & MAINT | 4,711 | 4,000 | 118% | 175,767 | 252,340 | 70% | 0 | 0 | | 180,478 | 256,340 | 70% |
| VEH & EQUIP - OPER & MAINT | 0 | 0 | | 3,075,720 | 4,717,715 | 65% | 0 | 0 | | 3,075,720 | 4,717,715 | 65% |
| OTHER OPERATING COSTS | 0 | 0 | | 191,741 | 397,250 | 48% | 0 | 0 | | 191,741 | 397,250 | 48% |
| WAGES & BENEFITS | 0 | 0 | | 6,198,164 | 7,803,485 | 79% | 445,864 | 646,543 | 69% | 6,644,028 | 8,450,030 | 79% |
| CAPITAL EXPENDITURES | 0 | 0 | | 170,285 | 1,825,900 | 9% | 0 | 0 | | 170,285 | 1,825,900 | 9% |
| DEBT FINANCING - INTEREST | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| DEBT FINANCING - PRINCIPAL | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| CONTINGENCY | 0 | 0 | | 0 | 70,770 | | 0 | 0 | | 0 | 70,770 | |
| TRSF TO RESERVE FUND | 2,000 | 2,000 | 100% | 3,971 | 5,295 | 75% | 0 | 0 | | 5,971 | 7,295 | 82% |
| TRSF TO OTHER GOVT/AGENCIES | 0 | 0 | | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| TOTAL EXPENDITURES | 6,980 | 6,150 | 113% | 11,368,724 | 17,251,570 | 66% | 1,023,098 | 1,416,188 | 72% | 12,398,802 | 18,673,910 | 66% |
| OPERATING SURPLUS (DEFICIT) | \$452 | \$2,645 | | \$2,182,559 | \$497,985 | | \$79,578 | \$62,807 | | \$2,262,589 | \$563,435 | |



| | | |
|--------------|---|----------|
| RDN REPORT | | DII |
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| OCT 31 2011 | | |
| RHD | | |
| BOARD | | |

MEMORANDUM

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

DATE: October 25, 2011

FROM: C. Midgley,
Manager, Energy and Sustainability &
W. Idema
Manager, Financial Reporting

FILE:

SUBJECT: Bylaw No. 1650 - Corporate Climate Action Reserve Fund Establishment Bylaw

PURPOSE:

To introduce a bylaw to establish a reserve fund to use Climate Action Revenue Incentive Program funds to improve corporate energy efficiency and reduce corporate greenhouse gas emissions.

BACKGROUND:

Following the most recent Sustainability Select Committee meeting, the Board at its October 4, 2011 meeting, approved the following resolution:

That a Corporate Climate 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.

Local governments pay the carbon tax on fuel which was implemented by the Province three years ago. The Climate Action Revenue Incentive Program (CARIP) returns to local government who are signatories to the Climate Action Charter, most of the carbon taxes they have paid to assist in leaving local governments in a cost neutral position. The expectation is that the funds returned are applied to carbon reduction projects which help the local government achieve carbon neutrality as outlined under the Climate Action Charter. In order to achieve economies of scale from these refunds, staff recommended pooling the funds from all departments and establishing a Corporate Climate Action reserve fund.

ALTERNATIVES:

1. Approve Bylaw No. 1650 as presented.
2. Do not approve the bylaw.

FINANCIAL IMPLICATIONS:

To date \$116,000 has been received through the incentive program. The incentive refund is calculated relative to the tax rate in effect. Staff estimate receiving approximately \$55,000 annually.

SUSTAINABILITY IMPLICATIONS:

The RDN is committed to corporate sustainability by improving the energy efficiency of the organization and reducing greenhouse gas emissions wherever practical. Establishment of this reserve fund provides a revenue source that is intended to facilitate corporate investments in high efficiency, low emission capital assets. The fund will be available to all functions with RDN budgets.

SUMMARY/CONCLUSIONS:


Bylaw No. 1650 is introduced as a follow up to the October 4, 2011 Board motion to establish a Climate Action Reserve fund. The reserve fund will pool all departmental Climate Action Revenue Incentives to achieve the economies of scale necessary to undertake more significant capital improvements which will improve corporate energy efficiency and reduce corporate greenhouse gas emissions.

RECOMMENDATION:

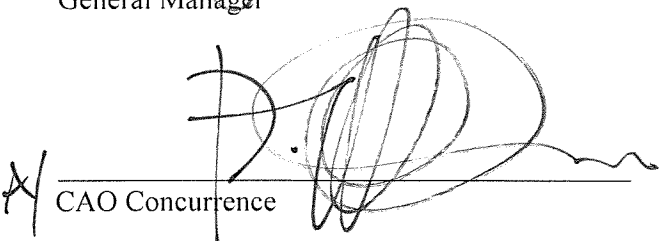
1. That "Corporate Climate Action Reserve Fund Establishing Bylaw No. 1650, 2011" be introduced and read three times
2. That "Corporate Climate Action Reserve Fund Establishing Bylaw No. 1650, 2011" be adopted.



Report Writer



General Manager



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1650

**A BYLAW TO ESTABLISH A RESERVE FUND
FOR CORPORATE CLIMATE ACTION**

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

AND WHEREAS it is considered desirable to set aside funds provided through the Province of British Columbia's Climate Action Revenue Incentive Program to provide for costs related to improving corporate energy efficiency and reducing corporate greenhouse gas emissions;

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

1. There is hereby established a reserve fund, pursuant to Section 814(3) of the *Local Government Act*, to be known as "Corporate Climate Action Reserve Fund".
2. Money received from the Province of British Columbia's Climate Action Revenue Incentive Program to the extent to which it is available, or as otherwise provided in the *Local Government Act*, may from time to time be paid into the reserve fund.
3. The money set aside may be invested in the manner provided by the *Local Government Act* until its use is required.
4. Money in the reserve fund shall be used for the purpose of improving corporate energy efficiency and reducing corporate greenhouse gas emissions.
5. This bylaw may be cited as the "Corporate Climate Action Reserve Fund Establishing Bylaw No. 1650, 2011"

Introduced and read three times this 22nd day of November, 2011.

Adopted this 22nd day of November, 2011.

CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



**REGIONAL
DISTRICT
OF NANAIMO**

| | | |
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| RDN REPORT | | #11 |
| GAO APPROVAL | | #11 |
| EAP | | |
| COW | ✓ | Nov. 8/11 |
| OCT 28 2011 | | |
| RHD | | |
| BOARD | | |

MEMORANDUM

TO: Paul Thompson
Manager of Long Range Planning

DATE: October 24, 2011

FROM: Stephen Boogaards
Planner

FILE: 3900 20 1259.08

**SUBJECT: Proposed Fee for Official Community Plan Amendments
Requiring Change to the Regional Growth Strategy**

PURPOSE

To consider amending the Fees and Charges Bylaw No. 1259 to include a fee for an Official Community Plan (OCP) amendment that also requires a change to the Regional Growth Strategy (RGS).

BACKGROUND

Since the RDN first adopted a Regional Growth Strategy in 1997 the Planning Department has received several requests to amend the policies and land use designations of the RGS in the electoral areas. However, last year was the first time that the Board agreed to consider an applicant driven amendment to the RGS in an electoral area. Subsequently, that application proceeded and earlier this year the first amendment to the RGS (Bylaw No. 1309.01) was adopted.

As noted in previous staff reports, the cost to process an OCP application that also requires an amendment to the RGS is significantly higher than the amount recovered through the OCP amendment fees because the process to amend an RGS is procedurally more complex than an OCP amendment. The additional steps (both procedurally and statutorily) for an RGS amendment brings with it a higher demand for staff time and Board and Committee meeting agendas. The RDN currently has no means to recover these costs from the applicant, and the additional costs are covered by existing service area budgets. This recognition of the additional costs to process a combined RGS and OCP amendment prompted the Board to adopt the following resolution at its October 4, 2011 regular Meeting:

That staff investigate establishing a fee for requested changes to the RGS.

The RDN continues to receive expressions of interest by property owners in having the RGS amended. Given the numerous enquiries about changes to land use that are not consistent with the RGS, it is timely that the RDN considers the addition of a fee to cover the full costs of processing an amendment to the RGS.

ALTERNATIVES

1. To approve the proposed amendments to the Fees and Charges Bylaw No. 1259 as set out in Appendix No. 2.
2. To not approve the proposed amendments to the Fees and Charges Bylaw No. 1259.

FINANCIAL IMPLICATIONS

The main purpose of the application fee is to recover some of the costs associated with a development application including the costs of processing, inspection, advertising and administration. For the recent application that required an RGS amendment that completed the bylaw amendment process, the costs far exceeded what was recovered through the zoning and OCP amendment application fees. The costs associated with processing a RGS amendment application are currently paid for through the Regional Planning function which is contributed to by both the member municipalities and electoral areas.

The proposed fee should be based on an average of the additional costs over and above the costs of processing an OCP amendment. A conservative estimate is provided in Appendix 1 comparing the costs associated with an OCP amendment with the additional costs required for amending the RGS. The costs of processing will change with the size of the proposed development or area in the application. The Appendix 1 example is based on a relatively small development but larger developments will have significantly higher administration costs as they are more complex and most often more controversial involving more staff time for meeting with stakeholders and the public. The cost estimate is based on the number of additional tasks required above a standard OCP amendment.

Charging the full costs for an OCP/RGS amendment would mean a very significant increase in the application fee. In recognizing that some of the costs would continue to be covered by the Regional Growth Function and that trying to recover the full costs of processing an application may not be possible, staff are recommending that an additional fee of \$2,000.00 would be more in line with other application fees which only recover a portion of processing costs.

Appendix 2 includes the proposed amendment to the Fees and Charges Bylaw No. 1259. Changes would reflect a tiered OCP amendment fee structure including a regular OCP amendment, an OCP amendment with rezoning and an OCP amendment requiring an amendment to the Regional Growth Strategy. Also indicated in Appendix 2, the deposit required for advertising and hall rentals must also be increased to cover those additional expenses. The advertising costs of the RGS amendment are generally double as the application must be advertised in more than one newspaper to ensure that there is regional coverage.

The RDN should also consider the means to recover legal and mediation costs associated with amendments to the RGS. For a regular RGS amendment each affected local government is given the opportunity to consider the application and must either 'accept' or 'not accept' the amendment. If even one municipality chooses to not-accept the amendment then a process to resolve the concern must be initiated. This resolution process has additional expenses which may include hiring an independent neutral mediator or arbitrator. The Minister of Community, Sport and Cultural Development may have to get involved and would determine the appropriate form of mediation to resolve the dispute. The Minister may appoint a facilitator if the dispute can be resolved between the conflicting parties or an arbitrator to make a decision if it cannot be resolved. Under the current situation, the costs of this additional resolution process are shared equally between the Regional District and the dissenting Municipality(s).

The proposed bylaw amendments introduced and recommended in this report address this issue and will require the applicant to pay for the RDN portion of any costs associated with mediation and resolution of non-acceptance of an RGS amendment.

LAND USE IMPLICATIONS

Growth Management Implications

The draft RGS includes an amendment process for both regular and ‘minor’ amendments. A regular amendment must follow the current process for adopting an RGS under the *Local Government Act*, whereas minor amendments may proceed under a streamlined process. The intention of including the amendment process in the draft RGS was for more transparency and public scrutiny of amendments as they could only be made by bylaw. Both the current and proposed RGS include a policy for changes to the GCB that states the RGS should only be amended every 5 years during the regular RGS review unless an OCP includes a different time frame. However, this policy has not been followed as several amendments to the RGS have been considered by the Board in between RGS Reviews. While considering applications to amend the RGS is not consistent with RGS policy, an application fee may be one more deterrent to discourage amendments to the RGS in between reviews.

Legal Implications

There is nothing in Section 931, the general fees power in Part 26 of the *Local Government Act* that refers to applications for amendments to a regional growth strategy. However, under Section 363, a regional district is provided with the authority to impose a fee or charge in respect of a service of the regional district. As the regional growth strategy is a service provided by the regional district and the fee would be used to defray the costs of processing a development application and would be required to permit an individual land owner to proceed with a development, Section 363 does apply and the RDN can establish an application fee.

Inter-governmental Implications

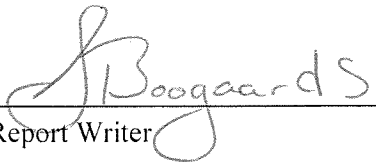
RGS amendments received from the municipalities would not be subject to the fee for amending the RGS. Municipal staff will be responsible for processing the application for the municipal OCP amendment and will be responsible for recovering the costs incurred for their own process. While there will be costs to the RDN for processing a request to amend the RGS that comes from a municipality, the fee structure under consideration at this time does not address this issue. Additional research on a fee process for municipal applications can be undertaken should that be a desire of the Board.

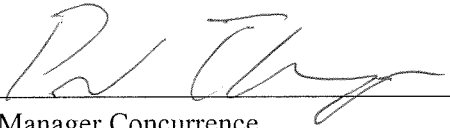
SUMMARY/CONCLUSION

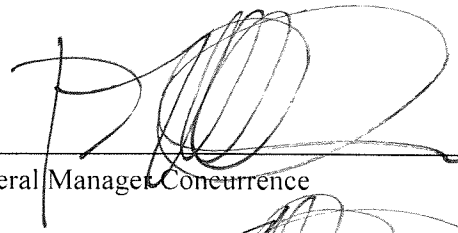
The RDN has recently completed the process to amend a developer driven amendment to the RGS and has received expressions of interest from other property owners for OCP amendments that require an RGS amendment. That RGS amendment required considerably more staff time and resources than was recovered under the fee for an OCP amendment. Based on the costs expected to process successive combined OCP and RGS amendments a fee of \$2,000.00 in addition to the regular OCP amendment application fee would help offset some of the costs. Amendments to the fees and charges bylaw should also include an increase in the advertising deposit and means to recover cost for the resolution of non-acceptance of an RGS Bylaw amendment.

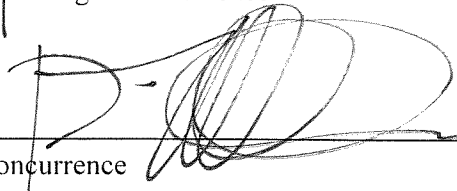
RECOMMENDATIONS

1. That "Regional District of Nanaimo Fees and Charges Bylaw Amendment Bylaw No. 1259.08, 2011" be introduced and read 3 times.
2. That "Regional District of Nanaimo Fees and Charges Bylaw Amendment Bylaw No. 1259.08, 2011" be adopted.
3. That staff be directed to investigate the establishment of a RGS amendment fee for municipal OCP amendment applications and report back to the Board on potential options for implementation.


Report Writer


Manager Concurrence


General Manager Concurrence


CAO Concurrence

Appendix No. 1

Estimated Costs for Processing an OCP and Regional Growth Strategy Amendment

| Task | Total Estimated Staff Time | Portion of Staff Time for RGS | Total Estimated Cost @ \$50 / hr | Additional RGS Cost @ \$50 /hr |
|--|-----------------------------------|--------------------------------------|---|---------------------------------------|
| Consideration by EAPC | 14 hours | 14 hours | \$700 | \$700 |
| Board Seminar | 21 hours | 21 hours | \$1,050 | \$1,050 |
| Consultation Plan | 14 hours | 14 hours | \$700 | \$700 |
| 1 st and 2 nd Reading Report | 28 hours | 7 hours | \$1,400 | \$350 |
| Public Information Meeting | 15 hours | 3 hours | \$750 | \$150 |
| Referrals | 4 hours | | \$200 | |
| Intergovernmental Advisory Committee | 8 hours | | \$400 | \$400 |
| Public Hearing | 15 hours | 3 hours | \$750 | \$150 |
| OCP 3 rd Reading | 7 hours | | \$350 | |
| Referrals | 4 hours | 4 hours | \$200 | \$200 |
| RGS 3 rd reading and RGS / OCP Adoption | 3 hours | | \$150 | |
| Totals | 133 hours | 66 hours | \$6,650 | \$3,700 |

Appendix No. 2

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1259.08
A BYLAW TO AMEND “REGIONAL DISTRICT OF NANAIMO PLANNING SERVICES FEES
AND CHARGES BYLAW NO. 1259, 2002”**

WHEREAS the Board of the Regional District of Nanaimo wishes to amend “Regional District of Nanaimo Planning Services Fees And Charges Bylaw No. 1259, 2002”:

THEREFORE IT BE RESOLVED that the Board of the Regional District of Nanaimo, in open meeting assembled ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "Regional District of Nanaimo Bylaw No. 1259.08 2011".
2. The “Regional District of Nanaimo Amendment Bylaw No. 1259, 2002” is hereby amended as follows:

1. by adding the following after Part 4 Section 2.e):

f) Despite section (c), where an Official Community Plan amendment requires the Regional Growth Strategy to be amended, an additional \$1,500.00 advertising deposit is required at the time of submission.

2. by adding the following after Part 4 Section 3.b):

c) An applicant shall be responsible for paying the Regional District’s portion of the costs for resolution of non-acceptance of a Regional Growth Strategy Bylaw Amendment including facilitation or arbitration by a neutral third party.

3. by adding the following after Part 5 Section 1.c):

d) For an application to amend an official community plan bylaw which includes an RGS amendment, a fee of \$2,000.00 in addition to the fee in section b) is required.

Introduced and read three times this ____ day of _____ 20 ____.

Adopted this ____ day of _____, _____

Chairperson

Sr. Mgr. Corporate Administration



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| RDN REPORT | | |
| CAO APPROVAL | | ### |
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| BOARD | | |
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MEMORANDUM

TO: Carol Mason
Chief Administrative Officer

DATE: October 31, 2011

FROM: Tom Osborne
General Manager of Recreation and Parks

FILE:

SUBJECT: Province of BC Community Recreation Program Grant

PURPOSE

To consider community recreation projects that that would be eligible for funding through the Province of British Columbia Community Recreation Program.

BACKGROUND

On October 21, 2011 the Program Guide was released for the Province’s recently announced Community Recreation Program. The deadline for applications is December 28, 2011 and it is anticipated successful applications will be awarded by March 31, 2012. Projects must be completed by March 31, 2015. Regional Districts can submit up to three applications for communities that are unincorporated.

The thirty million dollar Community Recreation Program was developed by the Province to address the unique challenges faced by communities in British Columbia with respect to sustainability and meeting their recreational infrastructure needs. The Program aims to invest in those capital projects that make communities healthier, more active places in which to live by providing communities with funding assistance for the construction of recreational infrastructure.

Applicable projects that will be considered are those that will provide greater access to recreation facilities such as recreation centres, trails, bike paths, walkways and playgrounds. Projects that are considered routine maintenance or repair are not eligible.

The Program will provide funding to municipalities and regional districts, noting that priority will be given to smaller communities. The cost-sharing formula will be up to 80% provincial contribution, with the balance being the applicant contribution. The program has no defined funding cap. Applicants are required to look closely at the amount of funding being requested and identify what is the minimum provincial contribution that will allow the project to move forward.

As a key Program objective is to maximize funding for as many communities as possible. The Guide suggests applicants should consider provincial contribution limits identified in past provincial programs, such as Towns for Tomorrow (up to \$400,000) when submitting an application. However, consideration will still be given to applications of any value provided they meet program criteria.

Eligible costs include: design costs, engineering costs, construction costs, the use of a local government's own workforce if used for project construction, and other costs that, in the opinion of the Province, are considered to be direct and necessary for the successful implementation of the Project. Committed engineering or design costs are eligible for reimbursement provided construction has not commenced.

In addition to the completed Application Form, applicants must include the following mandatory documents in the application package: resolution from the Board authorizing the project to proceed, detailed cost estimates which including an itemized description, cost per unit of measure, number of units, engineering and contingency costs, and documentation verifying that the Regional Districts share of the projects funding is in place.

Staff have reviewed all planned and anticipated community recreation and parks projects that are scheduled to take place in the rural areas. With the relatively short timeline to apply for funding and the need to ensure that all the required supporting documentation and financial resources are in place, staff are recommending that the following three project be considered

- Cedar Skate and Bike Park (Electoral Area 'A')
- Meadowood Drive Community Park –Playground & Sport Court (Electoral Area F)
- Henry Morgan Community Park –Natural Playground Elements, Pump Track & Sport Court (Electoral Area 'H')

The above three projects were selected as they are already on the Five Year Financial Plan to take place, background work has already been completed or is scheduled to be completed in the coming months, and with concerted effort of staff and consultant resources they can be in a position to be "shovel ready" and hence suitable candidates for the funding program.

ALTERNATIVES

1. That the Regional District apply to the Province of British Columbia's Community Recreation Program for the following three projects: Cedar Skate and Bike Park (Electoral Area A), Meadowood Drive Community Park – Playground & Sport Court (Electoral Area F), and the Henry Morgan Community Park –Natural Playground Elements, Pump Track & Sport Court (Electoral Area H).
2. That the Regional District Board provides alternate direction on the application to the Province of British Columbia Community Recreation Program.

FINANCIAL IMPLICATIONS

Alternative 1

As applicants are required to look closely at the amount of funding being requested and identify what is the minimum provincial contribution that will allow the project to move forward, the proposed amount that staff are recommending is per Table 1 below:

Table 1

| Project | Estimated Total Project Costs | *Other Funding Sources | **RDN Funding | Grant Request to Community Recreation Program |
|---|--------------------------------------|-------------------------------|----------------------|--|
| Cedar Skate and Bike Park (EA A) | \$482,000 | \$4,370 | \$139,000 | \$338,630 |
| Meadowood Drive Community Park – Playground & Sport Court (EA F) | \$65,000 | \$5,000 | \$17,500 | \$42,500 |
| Henry Morgan Community Park – Natural Playground Elements, Pump Track & Sport Court (EA H) | \$92,500 | 0.00 | \$50,000 | \$42,500 |

*In Electoral Area ‘A’, the local Skate Park Association has raised \$4,370 in donations of which they will contribute to the project. In Electoral Area ‘F’, the Corcan Road – Meadowood Drive Residents Association has committed to contribute \$5,000 for the playground project. In addition, the Association has indicated that they will be able to contribute up to \$20,000 in In-kind donations and services for the development of the Community Park.

**Whole or partial RDN funding for all three projects would be from each of the Electoral Area Community Park Budgets Operational Reserve accounts. Electoral Area ‘A’ currently has \$310,840 in reserves of which \$139,000 has been committed to the skate park project. Electoral Area ‘F’ has \$64,680 in reserves and \$20,000 has been budgeted in 2012 in the operational budget for the development of the park. In Electoral Area ‘H’ \$64,640 is available in reserves in addition to \$75,000 being allocated in the 2012 Community Parks operational budget for the project.

Alternative 2

Should the Regional Board decide to apply for another project that has not been identified in this report, a separate staff report outlining its suitability for the program and financial impacts will be required for Board review prior to the application deadline. As the application deadline is very short, it will be extremely challenging to undertake the preparation of the supporting documents required that would lead to a successful application.

SUSTAINABILTY IMPLICATIONS

All three candidate projects are located in growing rural communities and currently residents have to drive a considerable distance to reach similar type amenities. Once in place, the projects will assist in making the three rural communities healthier, residents more active while reducing the use of motorized transportation in the region.

SUMMARY

On October 21, 2011 the Program Guide was released for the Province's recently announced Community Recreation Program. The deadline for Applications is December 28, 2011 and it is anticipated successful applications will be awarded by March 31, 2012. Projects must be completed by March 31, 2015. Regional Districts can submit up to three applications for communities that are unincorporated.

Applicable projects that will be considered are those that will provide greater access to recreation facilities such as recreation centres, trails, bike paths, walkways and playgrounds. Projects that are considered routine maintenance or repair are not eligible.

Staff have reviewed all planned and anticipated community recreation and parks projects that are scheduled to take place in the rural areas. With the relatively short timeline to apply for funding and the need to ensure that all the required supporting documentation and financial resources are in place, staff are recommending that the following three project be considered

- Cedar Skate and Bike Park (Electoral Area 'A')
- Meadowood Drive Community Park –Playground & Sport Court (Electoral Area F)
- Henry Morgan Community Park –Natural Playground Elements, Pump Track & Sport Court (Electoral Area 'H')

The above three projects were selected as they are already on the Five Year Financial Plan to take place, background work has already been completed or is scheduled to be completed in the coming months, and with concerted effort of staff and consultant resources they can be in a position to be "shovel ready" and hence suitable candidates for the funding program.

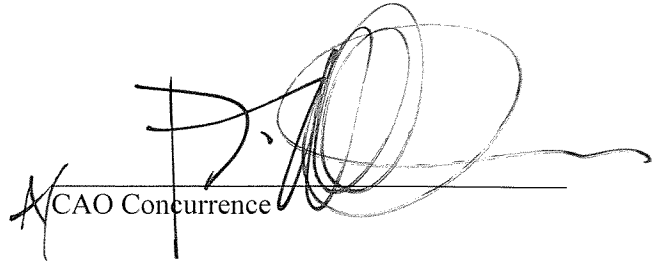
RECOMMENDATIONS

1. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of the Cedar Skate and Bike Park in Electoral Area 'A' and that the project commence upon confirmation of approved funding from the Community Recreation Program.
2. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the installation of the playground structure and sport court at Meadowood Drive Community Park Playground in Electoral Area 'F' and that the project commence upon confirmation of approved funding from the Community Recreation Program.

3. That the Regional District of Nanaimo apply to the Province of British Columbia's Community Recreation Program for the construction of Natural Playground Elements, Pump Track and Sport Court at Henry Morgan Community Park in Electoral Area 'H' and that the project commence upon confirmation of approved funding from the Community Recreation Program.



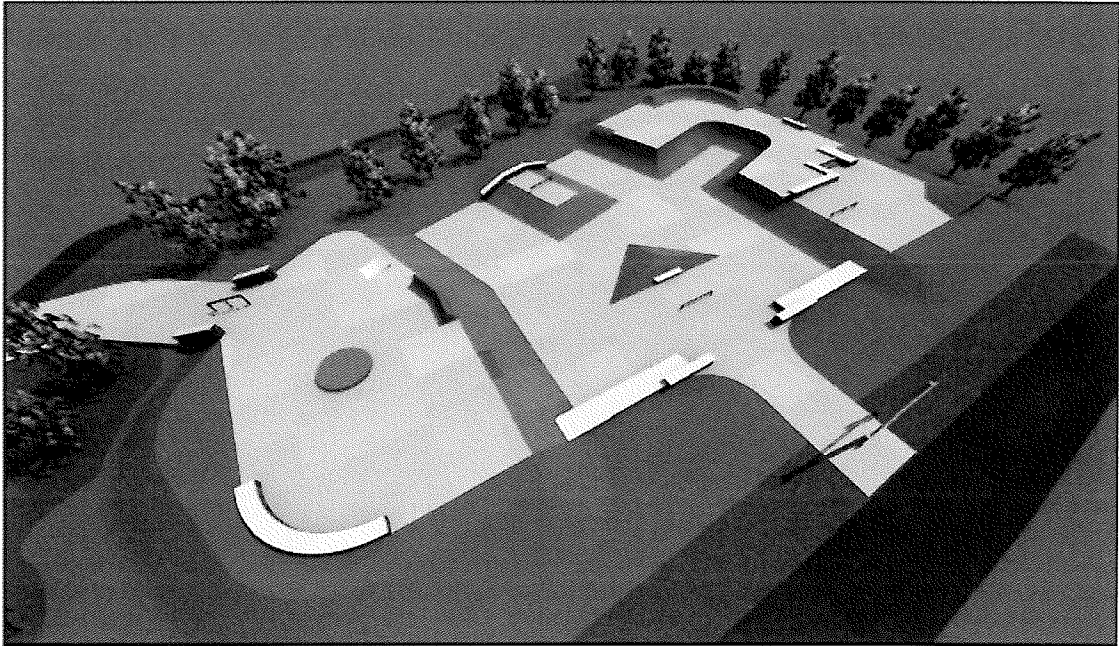
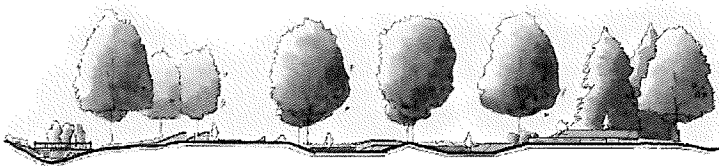
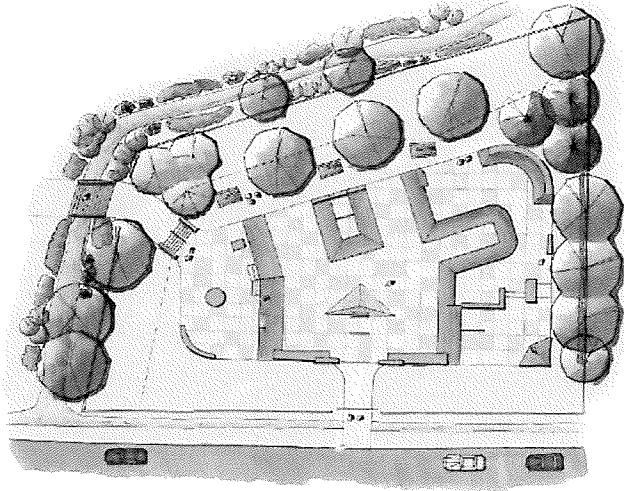
Report Writer



CAO Concurrence

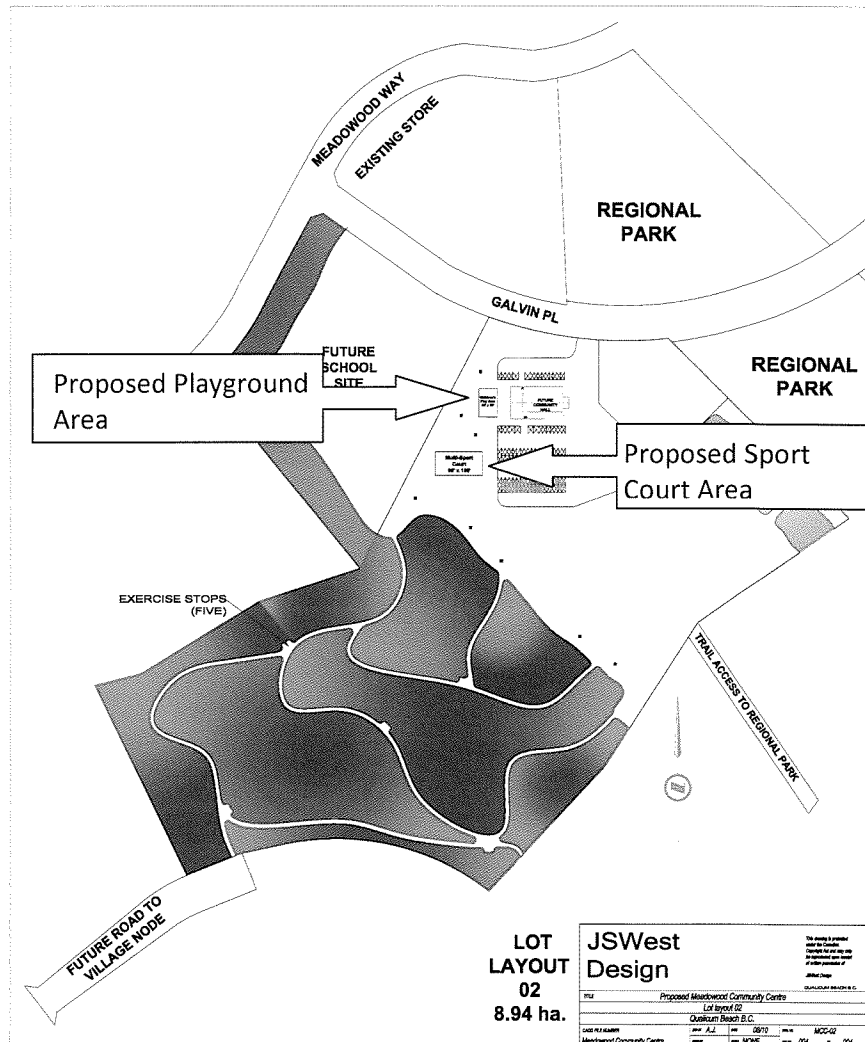
Appendix I

Concept Drawings – Cedar Skate / Bike Park (Electoral Area A)



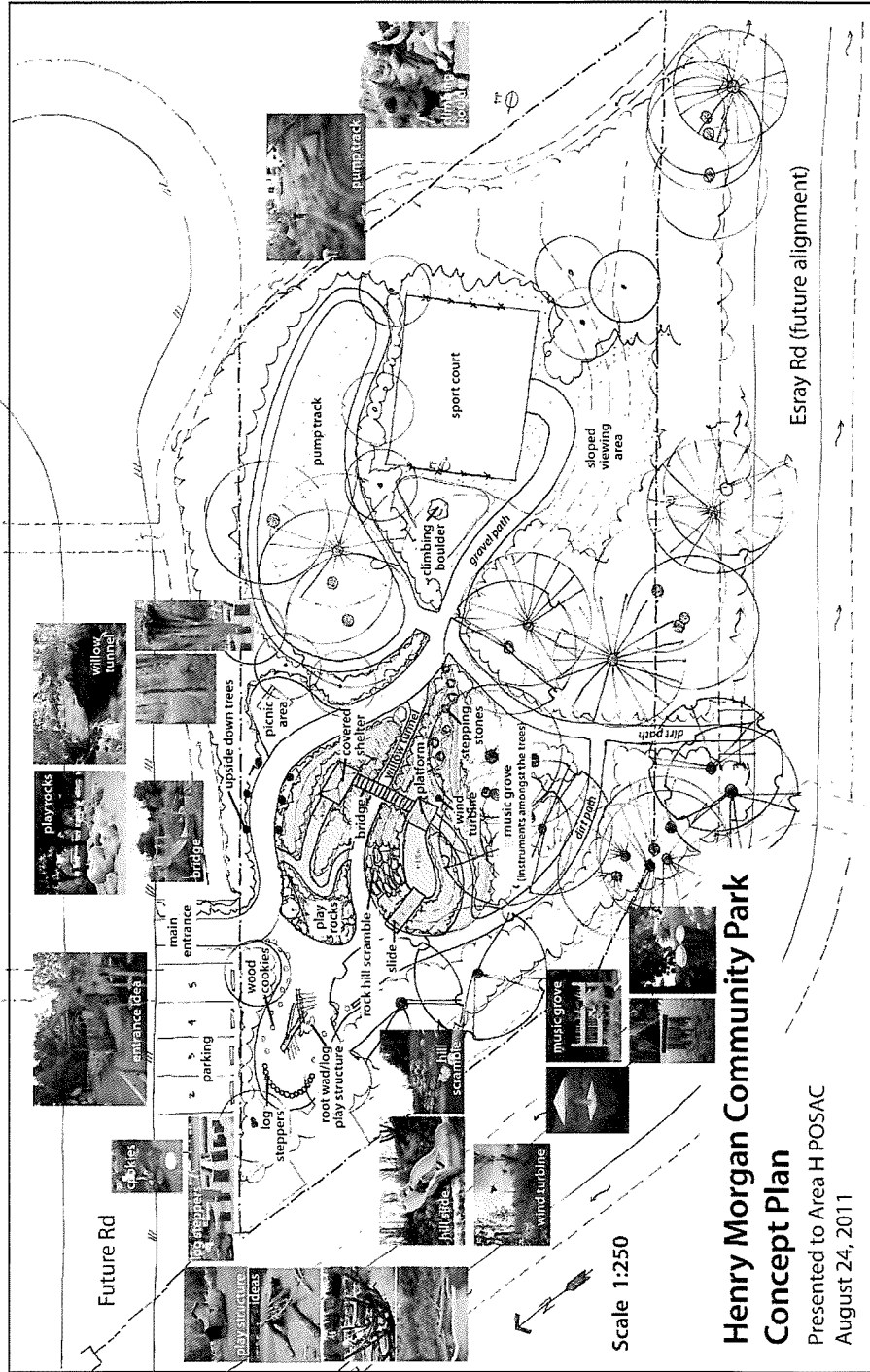
Appendix II

Concept Drawings – Meadowood Drive Community Park (Electoral Area F)



Appendix III

Concept Drawings – Henry Morgan Community Park (Electoral Area H)



REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR MEETING HELD ON THURSDAY, OCTOBER 20, 2011, 2:00PM AT OCEANSIDE PLACE

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

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Jennifer Hopewell, Programmer
Judith Koeleman, Programmer
Sherry Commentucci, Recording Secretary

Regrets: Dave Bartram, Director, RDN Board

CALL TO ORDER

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

Oceanside Place Staff Recognition – September 21, 2011, AED Event

The following Oceanside Place staff were called forward for recognition: Mr. Dean Banman, Mr. Dan Porteous, Ms. Sandra Pearson, Mr. Mike Chestnut, Mr. John Marcellus, Ms. Melinda Burton, Mr. Clayton Bannantyne, Mr. Randy Whyte, Ms. Debbie Couturier, Ms. Ann-Marie Harvey, Ms. Judith Koeleman, Ms. Valerie McNutt, Ms. Wendi Murray, Mr. Charles Stockand, Ms. Jennifer Hopewell, Ms. Cathy MacKenzie and Mr. Dave Awram.

Chair Van Eynde informed the Commission that on September 21, 2011, at Oceanside Place the staff standing before them came to the aid of an Arena patron who had collapsed with no vital signs, while playing hockey on the Howie Meeker Arena. With the help of a bystander, these individuals, without hesitation, reacted with professionalism, tact, effectiveness and efficiency in all aspects of the emergency, from dealing directly with the notification of 911, supporting each other and the Arena patrons, including the individual's spouse who was present, to the direct administration of CPR and the use of the Automated External Defibrillator (AED). Their efforts during the critical time before emergency services arrived, without a doubt, saved a life.

Addressing the individuals, Chair Van Eynde stated on behalf of the District 69 Recreation Commission, the Recreation and Parks Department and the Regional District of Nanaimo he would like to publically thank them for their efforts.

DELEGATIONS

Ms. Doerksen representing the destination marketing organization Oceanside Tourism, Parksville/Qualicum Beach, stated she works closely with the Chamber of Commerce and the Tourism Offices to promote Oceanside as a sport tourism destination point. She stated sport tourism involves many community organizations such as the recreation and parks department, city councils, sport organizations, the school district, community organizations, the media and local businesses.

She stated the Oceanside Tourism vision is to attract tourists and to showcase the Oceanside area through sport and event related activities, to support high quality local, regional and provincial sporting events and to create opportunities for collaboration and networking through the Community. Working together with all aspects of the Community, Oceanside Tourism aims to boost sport tourism visits and also help increase the economic benefits to the area.

MOVED Commissioner Procter, SECONDED Commissioner Wilson, that the Delegation Ms. Karyn Doerksen, Oceanside Tourism Association– Parksville/Qualicum Beach, be received.

CARRIED

PRESENTATION

Summer Program Review 2011 – Jennifer Hopewell and Judith Koeleman, Programmers

MOVED Commissioner Procter, SECONDED Commissioner Nosworthy, that the Summer Program Review presentation, be received.

CARRIED

Ms. Hopewell and Ms. Koeleman presented a brief over view of the 2011 Summer Programs highlighting the following:

- The branding of the “*I love RDN camps.*” logo was very successful.
- With exceptional leaders and with the collaboration of contractors, an excellence in recreation was achieved in 2011.
- Only one Summer Recreation Assistant was hired in 2011.
- There were 2,112 total summer registrants.
- There was an increase in Inclusion numbers.
- There also was an increase in participation numbers at the Qualicum Beach Playground. The number of leaders will be increased next year at that playground.

MINUTES

MOVED Commissioner Procter, SECONDED Commissioner Nosworthy, that the Minutes of the District 69 Recreation Commission meeting held September 15, 2011, be approved.

CARRIED

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the District 69 Recreation Commission Grant-In-Aid Sub Committee meeting held October 6, 2011, be approved.

CARRIED

UNFINISHED BUSINESS

Mr. Osborne stated during an election year budget timelines are shifted to line up for the final approval of the budget in March. The budget process has begun and the 2011 Budget will be presented, as it stands now, at the November Commission meeting. The 2012 Budget and Five Year Financial Plan will be presented to the newly appointed Commission in January.

Mr. Osborne stated all the terms for the Commission are up at the end of the year. The Commission consists of four appointees, from the Town of Qualicum Beach, the City of Parksville, the School District and the Regional District and representatives from the four Electoral Areas 'E', 'F', 'G' and 'H'. Advertisements will be in the newspaper for the four vacant rural positions. After review the Selection Committee forwards their recommendations to the Regional Board for their approval at their inaugural meeting in 2012.

FUNCTION REPORTS

Oceanside Place Report

Mr. Banman briefly summarized the Oceanside Place Report for September. He noted the 2011 Winter Wonderland bookings are one month ahead of the bookings received for the same time last year.

Northern Community Recreation Services and Ravensong Aquatic Centre Report

Mr. Banman summarized the Northern Community Recreation Services and Ravensong Aquatic Centre Report for the Commission. He noted Ms. Anne Porteous, Aquatic Programmer, would be travelling to China on October 20, as she had been selected by the Red Cross Society of China and the Canadian Red Cross to assist with the China Water Safety Project, to improve water safety for children in China.

Mr. Banman left the meeting 3:00pm

Community Parks and Regional Parks and Trails Projects Report

Mr. Osborne noted his recent email introducing Mr. David Palidwor, Acting Manager of Parks Services, while Ms. Marshall's is away on a parental leave.

Mr. Osborne briefly reviewed the Community Parks and Regional Parks and Trails projects for September.

Grant Committee Recommendations

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the following District 69 Recreation Youth Grants be approved:

| <i>Community Group</i> | |
|--|--------------|
| <i>Arrowsmith Community Enhancement Society - youth drop-in sports</i> | <i>760</i> |
| <i>Ballenas Dry Grad Committee</i> | <i>1,000</i> |

| | |
|--|-------|
| <i>Bard to Broadway Theatre Society - B2Glee Teen Show Choir</i> | 1,000 |
| <i>Kwalikum Secondary School Dry Grad</i> | 1,000 |
| <i>Oceanside Minor Hockey - female hockey program equipment</i> | 1,200 |
| <i>Oceanside Kidfest Society - youth activity</i> | 1,240 |
| <i>Young Life of Canada (Qualicum Beach) – game and sports equipment</i> | 835 |

CARRIED

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the following District 69 Recreation Community Grants be approved:

| <i>Community Group</i> | |
|---|-------|
| <i>Arrowsmith Community Enhancement Society - Community Music Committee "Band in a Box" equipment</i> | 1,822 |
| <i>Corcan Meadowood Residents Association - Scary Walk Halloween event supplies and fireworks</i> | 1,500 |
| <i>Errington Coo-op Preschool - play equipment</i> | 1,200 |
| <i>Mount Arrowsmith Pipe Band – Celtfest music school</i> | 1,500 |
| <i>Oceanside Tourism Assn. - Oceanside Sport and Tourism Council event kit</i> | 1,500 |
| <i>Ravensong Aquatic Club - pool rental</i> | 1,000 |
| <i>Ravensong Masters Swimming - pool rental</i> | 1,000 |

CARRIED

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the following District 69 Recreation grant requests not be approved:

| <i>Community Group</i> | |
|---|-------|
| <i>893 Beaufort Squadron Air Cadets - activity expenses; facility rental</i> | 2,500 |
| <i>District 69 Family Resource Association - youth bowling out trips</i> | 1,512 |
| <i>Parksville and District Assn. for Community Living - mobility and reading aids</i> | 8,615 |

CARRIED

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

CARRIED

BUSINESS ARISING FROM DELEGATIONS

MOVED Commissioner Wilson, SECONDED Commission Patterson, that the Regional District of Nanaimo support the efforts of the Oceanside Tourism Association with their plans to promote sport tourism in the Oceanside area.

CARRIED

COMMISSIONER ROUNDTABLE

Commissioner Nosworthy noted the following items for Electoral Area 'F':

- As a result of the recent news story "*International Success Story*" thirteen new seniors have joined the International Program.
- Ten fathers and fifteen children attended the Dad's Night Out Program.
- Thirteen youth attended the last Youth Night.

Commissioner Procter reported the enrollment at Bowser Elementary School has increased.

Commissioner Flynn reported the community dialogue for the Facilities Review is underway. She encouraged Commissioners to participate when the meeting is in their area.

Commissioner Van Eynde reported the Electoral Area 'E' Parks and Open Space Advisory Committee is in the process of reviewing the new Fairwinds boat ramp alternative. He stated the Community is quite concerned about the proposed change to the existing boat ramp.

ADJOURNMENT

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the meeting adjourned at 3:25pm.

NEXT MEETING

Thursday, November 17, 2011, 2:00pm
Oceanside Place Multipurpose Room

Frank Van Eynde, Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
TUESDAY, SEPTEMBER 6, 2011, 7:00PM
AT GABRIOLA ISLAND WOMEN'S INSTITUTE HALL**

Attendance: Gisele Rudischer, Director, RDN Board, Chair
Nancy Crozier
Catherine Williams
Stephen O'Neill
James Randolph Young
Cameron Murray

Staff: Elaine McCulloch, Parks Planner

Regrets: Laurie Burke

CALL TO ORDER

Chair Rudischer called the meeting to order at 7:05pm.

DELEGATIONS

MOVED N. Crozier, SECONDED C. Williams, that the late Delegation Jes Anderson, of Mudge Island, be received.

CARRIED

Mr. Anderson stated a permit has been requested from the Ministry of Transportation and Infrastructure (MOTI) to reconstruct the existing boat launch at Beach Access MI-06. Currently, the boat launch traverses a portion of the adjacent site to the west. The proposed plan indicates a 10 metre wide boat launch and barge landing, with a 5 metre setback to the property lines east and west. Construction would be limited to above the high water mark. The site is currently the preferred point of arrival for materials to Mudge Island and the proposed construction work will be carried out by Mudge Islanders.

A written proposal has also been received from Mr. John Mathiesen addressed to MOTI concerning Mudge Island Beach Access MI-12. Currently the beach access traverses two sites which have been conjoined by one owner and made inaccessible.

MINUTES

MOVED N. Crozier, SECONDED C. Williams, that the Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held May 3, 2011, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED N. Crozier, SECONDED S. O'Neill, that the following Correspondence be received:

- T. Osborne, RDN, to Island Trust Northern Office, Re: Proposed Bylaw No. 262.
- J. Syminton, Re: Driftwood Drive
- A. Allwood, Re: Boat Access Mudge Island.
- L. Milman, Re: 707 Trail Name Request

CARRIED

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch reviewed the Community parks and Regional Parks and Trails projects for April 2011.

South Road Stairs

Ms. McCulloch presented the Herold Engineering report which considered alternatives for replacement of the GI-42 beach access stairway.

The Committee directed staff to proceed with the replacement of the existing stairs with a new set of wooden stairs that meet BC Building Code specifications.

Mr. Young recommended parks staff contact neighbor Mr. John Pierce who wishes to participate in the stairway restoration process.

707 Community Park Signs

Ms. McCulloch recommended to the Committee metal plate signs be considered for the 707 Community Park signs, as they are more legible than wooden routed signs and are less expensive to produce.

MOVED N. Cozier, SECONDED S. O'Neill, that metal plated signs be selected in lieu of routed wood for the 707 Community Park, as recommended by staff.

CARRIED

707 Community Park Parcel Consolidation

The Committee discussed the parcel consolidation for the 707 Community Park identified on the Work Plan for 2011/2012. Ms. McCulloch presented a cost estimate for parcel consolidation in the amount of \$24,000. She stated the Regional District has been advised the surveying costs associated with creating the Reference Plan required for the consolidation, are much higher than the \$5,000 previously anticipated due to the need to identify all the corner pins on the ground in order to clarify any discrepancies that may be present.

The Committee requested staff contact the Islands Trust to discuss the financial challenges of the required survey. With approval from the Islands Trust, staff will investigate and report back to the Committee, alternate avenues to achieve the goal of legally restricting further sale or subdivision of the Park.

Electoral Area 'B' – Review of Five Year Plan 2012 – 2016

Ms. McCulloch suggested the following three elements to be included in the Five Year Plan:

- Invasive plant mapping and removal in the 707 Community Park.
- Installation of community park and beach access signs.
- 707 Community Park Management Plan update.

MOVED C. Williams, SECONDED N. Cozier, that the three elements recommended by Ms. McCulloch be included in the Electoral Area 'B' Five Year Plan.

CARRIED

Huxley Community Park Planning was also discussed and added to the Five Year Project Plan

Parkland Proposal – In Conjunction with Subdivision Application – McCollum and Krul

Ms. McCulloch presented the proposed subdivision application for 1520 McCollum Road, adjacent to the 707 Community Park. The proposed plan indicated a trail allowance along the east side of Lot 6, which amounts to 1% of the total area.

MOVED C. Williams, SECONDED S. O'Neill, that the Islands Trust be informed that proposed trail location at 1520 McCollum Road in favour of a 5% parkland dedication, adjacent to the 707 Community Park, should be denied.

CARRIED

New Parks: Paisley Place Community Park – B31 Huxley Community Park – B32

Ms. McCulloch briefly reviewed the two new community parks, B31 and B32.

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Mudge Island Beach Access MI-06

Ms. McCulloch advised that a site survey will be required to clarify the extent of the work required. A public consultation would also be necessary to determine a Mudge Island consensus on the project.

MOVED C. Williams, SECONDED S. O'Neill, that staff be directed to conduct a community consultation process with Mudge Island residents regarding beach access priorities.

CARRIED

Mudge Island Beach Access MI-12

Ms. McCulloch advised a creative option for the the Mudge Island beach access MI-12, may be to reposition the beach access to the edge of the combined property, rather than in the middle. Further site information would be required to consider this alternative. Community consultation would also be necessary to determine the significance of this beach access to the Mudge Island Community.

MOVED N. Crozier, SECONDED S. O'Neill, that staff be directed to contact Mr. Mathiesen regarding the proposed community consultation process that is to be conducted with the residents of Mudge Island with regard to beach access priorities on the Mudge Island.

CARRIED

L. Milman, Re: 707 Trail Name Request

MOVED C. Williams, SECONDED S. O'Neill, that the 707 Community Park trail names be selected by historical usage and geographical directions, in lieu of personal names.

CARRIED

NEW BUSINESS

Gabriola Island Beach Access - GI-39 and GI-40

Mr. Young provided an update regarding beach access GI-39, which currently traverses the neighboring property to the west. The presence of a midden within the Right of Way and the instability of the steep bank, prevent a simple trail placement.

MOVED S. O'Neill, SECONDED N. Crozier, that beach accesses GI-39 and GI-40 be removed from the Electoral Area 'B' Five Year Plan.

CARRIED

Gabriola Island Beach Access GI-44

Mr. Young advised the stairway at Spring Beach access GI-44, has been repaired by the neighbours. The homemade sign had been removed, and GALTT will prepare a concrete trail access marker for placement at the entrance to the beach access.

Subdivision Application Lock Bay

Mr. Young presented a subdivision proposal for Lock Bay, adjacent to Sandwell Provincial Park. The area includes environmentally sensitive creeks, waterfalls, ponds and wetlands, with beaver lodges and merits protection status as a community, regional or provincial park. The proposal also involves a transfer with lands adjoining Coats Marsh Regional Park.

Ms. Rudischer suggested further information would be required prior to consideration of the proposal at the next Advisory Committee meeting.

ADJOURNMENT

MOVED C. Williams SECONDED R. Young to adjourn the meeting at 9:40pm.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE EAST WELLINGTON AND PLEASANT VALLEY
PARKS AND OPEN SPACE ADVISORY REGULAR COMMITTEE MEETING
HELD, THURSDAY, SEPTEMBER 12, 2011, 7:00PM
AT EAST WELLINGTON FIRE HALL**

Attendance: Maureen Young, Director, RDN Board
Judith Wilson
Doug Cawthorne
Bruce Erickson

Staff: Elaine McCulloch, Parks Planner

Regrets: Rick Heikkila, Chair

Also In Attendance: Charles Pinker, Alternate Director, RDN Board

CALL TO ORDER

In the absence of Mr. Heikkila, Ms. Young called the meeting to order at 7:00pm.

MINUTES

MOVED D. Cawthorne, SECONDED J. Wilson, that the minutes of the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee meeting held June 13, 2011, be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

The Committee discussed the status and the possibilities available for the Olesen property which is now in probate.

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch provided a brief summary of the Community Parks and Regional Parks and Trails projects for May through to August.

MOVED B. Erickson, SECONDED J. Wilson, that the Reports be received.

CARRIED

Electoral Area 'C' East Wellington and Pleasant Valley – Review of Five Year Plan

Ms. McCulloch presented the East Wellington and Pleasant Valley Five Year Project Plan 2011 - 2015. The Committee discussed the plan and set project priorities.

The Committee requested a larger scale set of plans for Creekside Park to allow better visualization of possible trail routes along the creek.

MOVED B. Erickson, SECONDED J. Wilson, that the Electoral Area 'C' East Wellington and Pleasant Valley five Year Plan 2011-2015, be received.

CARRIED

ADJOURNMENT

MOVED J. Wilson, SECONDED D. Cawthorne, that the meeting be adjourned at 8:15pm.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, OCTOBER 3, 2011, 7:00PM
AT NANOOSE PLACE**

Attendance: Frank Van Eynde, Chair
George Holme, Director, RDN Board
Gabrielle Cartlidge
Peter Law
Randy Orr
Scott Wroe

Staff: Elaine McCulloch, Parks Planner

Regrets: Glenn Thornton

CALL TO ORDER

Chair Van Eynde called the meeting to order at 7:05pm.

MINUTES

MOVED G. Holme, SECONDED F. Van Eynde, that the Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held June 6, 2011, be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Mr. Law noted the request for clarification regarding the Regional District of Nanaimo (RDN) Policy concerning the public's opportunity to ask questions without notice at the Parks and Open Space Advisory Committee meetings.

Ms. McCulloch confirmed that the Regional District Policy does allow the general public to speak at meetings provided they appear as an official delegation. An application to appear as a delegation must be received by the RDN a week prior to the posted meeting date and is included in the agenda package and forms part of the public record. A delegation is allowed a maximum presentation time of ten minutes. If the request to appear as a delegate is received after the deadline it would be considered a late delegation for inclusion on a meeting addendum. A late delegation is allowed a maximum presentation time of five minutes.

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects

Ms. McCulloch briefly summarized the Community Parks and Regional Parks and Trails projects for June through to August.

Ms. Cartlidge requested the Committee members be forwarded a copy of the Lanarc Consulting report on the E & N Trail for their information.

Ms. McCulloch provided a brief update on Moorecroft Regional Park at the request of Mr. Van Eynde. She noted the following items:

- Ms. Kelsey Crammer, Parks Planner, will work with the consulting team to develop the management plan for the park.
- An Open House will be held Saturday, October 22, at Kennedy Lodge in the park, for the public to review the draft management plan. An online survey on the RDN website is also available for anyone who cannot attend the open house.

Mr. Law addressed Mr. Holme, on behalf of the Electoral Area 'E' Parks and Open Space Committee, to thank him for his diligence in making Moorecroft Regional Park a reality.

Update Community Park Project for 2011 – New Boat Launch

A new boat launch in Electoral Area 'E' was identified as a high priority project in 2011. On September 30, 2011, Committee members Van Eynde, Orr and Cartlidge met with Ms. McCulloch to identify criteria for selecting the correct site. Ms. McCulloch reported the discussions only considered "trailerred" boats and suggested the scope be expanded to include a "trailerred" and "non trailerred" boat launch site, to allow for launch use by kayakers as suggested by Mr. Wroe.

MOVED G. Holme, SECONDED G. Cartlidge, that the Reports be received.

CARRIED

Prioritization and Review of Potential Park Projects

Ms. McCulloch provided the draft Electoral Area 'E' Parks and Open Space Five Year Plan 2012 to 2016. She noted the projects had been discussed at the June 6 meeting, and would like the Committee to review the proposed budget for the projects scheduled to be undertaken in 2012.

Ms. Orr stated he had received positive feedback from the Ministry of Transportation area engineer regarding the Roadside Trails Project, which is tentatively scheduled to start in 2012. He also identified possible funding opportunities for the project from outside sources.

MOVED G. Holme, SECONDED S. Wroe, that the Draft Five Year Project Plan 2012-2016, be received.

CARRIED

NEW BUSINESS

Ms. McCulloch reported staff have been requested to prepare a report for the Board's consideration, regarding the proposed Parks and Open Space Advisory Committee Workshop.

ADJOURNMENT

MOVED G. Holme, SECONDED S. Wroe, that the meeting be adjourned at 8:20pm.

Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
WEDNESDAY, AUGUST 24, 2011
9:30AM**

Attendance: Michael Procter, Chair
Dave Bartram, Director, RDN Board
Valerie Weismiller
Josianne Sêguin
Barry Ellis
Patty Biro

Staff: Elaine McCulloch, Parks Planner
Lisa Bhopalsingh, Senior Planner

Regret: Marguerite Little

CALL TO ORDER

Chair Procter called the meeting to order at 9:30am.

MINUTES

MOVED D. Bartram, SECONDED J. Sêguin, that the minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held May 25, 2011, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED V. Weismiller, SECONDED J. Sêguin, that the following Correspondence be received:

- T. Osborne, RDN, to Qualicum Bay Lions Club, Re: Grant Approval.
- T. Osborne, RDN, to Lighthouse Community Centre Society, Re: Lighthouse Community Centre 2011 Operational Costs Funding Assistance.
- T. Osborne, RDN, to Qualicum Bay Lions Club, Re: Grant Funding

CARRIED

REPORTS

Henry Morgan Concept Plan

Ms. McCulloch circulated copies of and reviewed the design features and components of the Henry Morgan Community Park Concept Plan for the Committee. Issues such as temporary access to the park, washroom facilities and other issues raised by the Committee regarding access on Essray and Coburn Roads, drainage and the development of ditches along the adjacent property when it is developed were discussed.

The site is heavily treed, with the majority of the large trees being Alder. A large amount of earthwork will be required to get the project started, which may consume up to fifty percent of the

project budget. Seventy-five thousand dollars has been budgeted for the project, which will likely be developed in phases.

A sign will be erected on the site to advise the public of the project and future plans for development. An article regarding the project will be placed in *The Beacon* and a possible public meeting will be considered. Poster board displays along with the park concept plan will be set up in locations throughout the Community.

Mr. Bartram suggested local contractors could be approached as to their interest in the project. Committee members expressed their approval of the concept plan and their interest in moving ahead with the project as expeditiously as possible.

MOVED B. Ellis, SECONDED V. Weismiller, that the Henry Morgan Community Park Concept Plan be approved and work to proceed with phase one site preparation, after Community notification and advertisement.

CARRIED

COMMITTEE ROUND TABLE

Ms. Bhopalsingh, RDN Senior Planner, commented on the Regional Agricultural Plan.

Mr. Bartram advised a Shoreline Cleanup in Electoral Area 'H' will be held between September 18 and 26.

ADJOURNMENT

MOVED D. Bartram that the meeting be adjourned at 11:00am.

Chair

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE MEETING OF THE GRANTS-IN-AID ADVISORY COMMITTEE
HELD ON MONDAY, OCTOBER 17, 2011 AT 10:00 AM
IN THE REGIONAL DISTRICT OFFICES**

| | | |
|-----------------|--------------|----------------------------|
| Present: | M. Young | Chairperson |
| | T. Westbroek | Director, District 69 |
| | F. Van Eynde | Citizen Advisory Group |
| | B. Erickson | Citizen Advisory Group |
| | C. Knapp | Citizen Advisory Group |
| | L. Burgoyne | Administrative Coordinator |
| Regrets: | | |
| | P. Biro | Citizen Advisory Group |

DISTRICT 68

Funds available: \$ 2,804.00

MOVED F. Van Eynde, SECONDED T. Westbroek, that Grant-in-Aid funds for District 68 be awarded to the following applicant:

| Name of Organization | Amount Requested | Amount Recommended |
|------------------------------------|-------------------------|---------------------------|
| Jonanco Hobby Workshop Association | 1,300 | <u>1,300</u> |
| | | <u>\$ 1,300</u> |
| | | CARRIED |

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

Jonanco Hobby Workshop Association – funds were approved towards the purchase sewing machines and fabric to teach beginners quilter classes.

The Committee recommended that the remaining funds be carried forward to the 2012 Grant-in-Aid budget.

DISTRICT 69

Funds available: \$ 8,151

MOVED B. Erickson, SECONDED F. Van Eynde, that Grants-in-Aid funds for District 69 be awarded to the following applicants:

| Name of Organization | Amount Requested | Amount Recommended |
|--|-------------------------|---------------------------|
| Arrowsmith Community Enhancement Society | 1,640 | 1,000 |
| Lighthouse Country Marine Rescue Society | 1,500 | 1,000 |
| Nanoose Bay Catspan | 4,950 | 2,000 |
| Parksville & District Association for Community Living | 2,380 | Denied |
| Qualicum Cat Rescue Society | 5,000 | <u>2,000</u> |
| | | <u>\$ 6,000</u> |
| | | CARRIED |

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

Arrowsmith Community Enhancement Society – grant funding to be used to support the Coombs Museum to purchase an outdoor museum sign, a rack for cards/brochures, thank you cards, refreshments for volunteers and office supplies.

Lighthouse Country Marine Rescue Society – grant monies to be used towards the purchase of a marine macerating toilet and a waterless urinal for the organizations construction of a green sewage processing system.

Nanoose Bay Catspan – funds to be used towards the costs to spay and neuter cats.

Qualicum Cat Rescue Society – funds to be used towards the costs to spay and neuter cats.

Parksville & District Association for Community Living – grant funding denied since the organization had previously received grant funding this year.

The Committee discussed the feasibility of Grants-in-Aid funding being directed towards the homelessness issue in District 69 to assist the Salvation Army and the SOS and whether the Parksville and District Association for Community Living was involved in this initiative.

It was asked whether the RDN grants-in-aid policy could be adjusted to provide for this type of grant.

MOVED T. Westbroek, SECONDED F. Van Eynde, that the Parksville and District Association for Community Living be encouraged to work on the homelessness initiative in the District 69 area based on their capacity and staffing to do this; and that the Association be advised that the Grants-in-Aid Committee would consider reviewing their grant application in the future.

CARRIED

The Committee recommended that the remaining funds be carried forward to the 2012 Grant-in-Aid budget.

ADJOURNMENT

The meeting adjourned at 10:45 AM.

CHAIRPERSON