

REGIONAL DISTRICT OF NANAIMO

**COMMITTEE OF THE WHOLE
TUESDAY, FEBRUARY 12, 2013
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATION

- 5 **Dan Hurley and Dr. Nicole Vaugeois, Vancouver Island University**, re VIU Regional Innovation Chair in Tourism & Sustainable Rural Development.
- 6 **Megan Olsen**, re Clean-up of Little Mountain, Electoral Area 'F'.
- 7 - 12 **Tom Hoefle, Lighthouse Country Marine Rescue Society**, re Proposal for ongoing annual funding to the Society (Supporting Royal Canadian Search & Rescue Unit 59, Deep Bay).
- 13 **Arthur Skipsey**, re Gravel extraction in Whiskey Creek.

MINUTES

- 14 - 27 Minutes of the Regular Committee of the Whole meeting held Tuesday, January 8, 2013, and Minutes of the Special Committee of the Whole meeting held Tuesday, January 15, 2013.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

- 28 - 32 Cindy N. Solda, Chairperson, Alberni-Clayoquot Regional District, re Participation - Coastal Communities Network Conference Call.

UNFINISHED BUSINESS

CORPORATE SERVICES

ADMINISTRATIVE SERVICES

- 33 - 34 Disclosure of Contracts Pursuant to Section 107 of the *Community Charter*.

FINANCIAL SERVICES

- 35 - 82 2013-2017 Financial Plan - *Staff will make a presentation at the meeting to accompany this report.*
- 83 - 89 Island Corridor Foundation Request for Funding – Additional Option.

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

- 90 - 103 Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership Statement of Cooperation.

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

- 104 - 114 Packaging and Printed Paper Product Stewardship – Update Report.
- 115 - 117 Contract Award for Bird Control at Regional Landfill.

COMMISSION, ADVISORY & SELECT COMMITTEE MINUTES AND RECOMMENDATIONS

SUSTAINABILITY SELECT COMMITTEE

- 118 - 119 Minutes of the Sustainability Select Committee meeting held on Wednesday, January 16, 2013 (for information).
- 120 - 125 **Carbon Neutral Operations - 2012**
- That staff incorporate reductions associated with curbside organic collection and diversion in annual carbon neutral reporting to the Province.*
- That staff issue letters to each of the member municipalities identifying total emission reductions for each jurisdiction based on participation in the regional curbside organic collection and diversion program.*

TRANSIT SELECT COMMITTEE

126 - 128 Minutes of the Transit Select Committee meeting held on Thursday, January 17, 2013 (for information).

129 - 130 Greyhound Licensing Structure

That the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island.

DISTRICT 69 RECREATION COMMISSION

131 - 134 Minutes of the District 69 Recreation Commission meeting held on Thursday, January 17, 2013 (for information).

135 - 143 2015/2016 BC Senior Games – Hosting in District 69

That the Regional District of Nanaimo not pursue the hosting of the 2015 or 2016 BC Seniors Games and that staff be directed to actively pursue sport tourism initiatives in partnership with the Parksville Qualicum Beach Tourism Association that better suit existing sport facilities and community resources in District 69.

144 - 156 District 69 Arena Land Lease Agreement with the City of Parksville

That the Regional District of Nanaimo enter into a five-year Lease Agreement attached as Appendix I with the City of Parksville for the lands on which the District 69 Arena is located for a term from April 1, 2013 to March 31, 2018.

Outdoor Sport Facility User Fees

That RDN staff be directed to meet with representatives from the Town of Qualicum Beach, City of Parksville and School District 69 to review possible options for implementation of sport field, tennis court, and lacrosse box user/booking fees for those such facilities located in District 69 owned by the Town of Qualicum Beach, the City of Parksville, School District 69 and the Regional District of Nanaimo.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Continued Consideration of Smart Meters – *Director Fell to provide information and comments.*

BOARD INFORMATION

157 - 159 Items Received for Board Information January – February 2013.

ADJOURNMENT

IN CAMERA

That pursuant to Section 90(1) (e), (f), (i), and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisitions, law enforcement, legal discussions, and third-party business interests.

O'Halloran, Matt

Subject: FW: Presentation request - Committee of the Whole

From: Sara Abraham [<mailto:Sara.Abraham@viu.ca>]
Sent: Monday, February 04, 2013 9:57 AM
To: O'Halloran, Matt
Subject: RE: Presentation request - Committee of the Whole

Hi Matt, I just heard that our Executive Director of University Relations, Dan Hurley, will be there in place of Julie. –thx,
Sara

From: Sara Abraham [<mailto:Sara.Abraham@viu.ca>]
Sent: Friday, January 04, 2013 10:25 AM
To: O'Halloran, Matt
Subject: RE: Presentation request - Committee of the Whole

Thanks Matt. Julie will have a powerpoint presentation that I will forward to you as soon as it is available, and the other information will all be the same. –best, S.

From: Sara Abraham [<mailto:Sara.Abraham@viu.ca>]
Sent: Monday, December 03, 2012 9:43 AM
To: Nohr, Tamie
Cc: Joe Stanhope
Subject: Presentation request - Committee of the Whole

Hello,

I am writing to request the opportunity to make a presentation to your Committee of the Whole in January 2013. The purpose of the presentation would be to inform the committee about the activities of VIU's Regional Innovation Chair in Tourism & Sustainable Rural Development, and to make a funding request in support of the chair's endowment.

Presenters would be:

- Julie Keenan, Director of Advancement & Alumni Relations (Julie.Keenan@viu.ca, 250.740.6602); and
- Dr. Nicole Vaugeois, Regional Innovation Chair in Tourism & Sustainable Rural Development (Nicole.Vaugeois@viu.ca, 250.753.3245 ext. 2772)

Julie & Nicole may also be accompanied by:

- Dr. Dave Twynam, Dean, Faculty of Management (Dave.Twynam@viu.ca, 250.740.6526); and
- Dan Hurley, Executive Director, University Relations (Dan.Hurley@viu.ca, 250.740.6150).

If you could let me know the date & time I would be grateful, as I couldn't find a schedule for 2013 on your web site. I am attaching an electronic copy of materials that may be helpful. If you would like us to provide any other materials in advance please let me know what would be suitable and what your deadline for receiving them would be.

-Regards, Sara Abraham

Research and Grants
Advancement & Alumni Relations Office
Vancouver Island University

O'Halloran, Matt

From: Megan Olsen <olsen_megan@yahoo.ca>
Sent: Wednesday, January 30, 2013 3:27 PM
To: O'Halloran, Matt
Subject: Meeting Feb 12th 2013

I am write you as a concerned citizen, neighbor and community member. I would like to be on agenda for Feb 12th 2013 RDN meeting regarding:

Clean up of Little Mountain. I hiked in on Sunday and we could not believe the mess at the base of mountain. This needs to be cleaned up! This is a embarrassment to our community that some think it is ok to dump lrg household appliances of a 200 or so ft. cliff.

We need to get preventative measures in place ASAP! Such as cameras, light, signage and gate.

This is also a safety concern! Multiple people have jumped, fallen and been injured or even died up there! We are in a internet world and if you Google Little Mountain it is advertised as a cool tourist attraction but it is extremely dangerous! I would NEVER take kids under the age of 8 yrs old there. If a tourist when up to mountain not knowing this it could result in injury or death.

This is a very dangerous up there and we need to call in experts for this clean up because most of the debris is lrg appliances, hot tubs, tires and shopping cart just to name a few.

Megan Olsen
250-586-0809

O'Halloran, Matt

Subject: FW: funding request, and request to appear
Attachments: letter to RDN presentation request.pdf; Chairman Stanhope and Board Members intro.pdf

From: hoeflet@shaw.ca [mailto:hoeflet@shaw.ca]
Sent: Friday, February 01, 2013 1:52 PM
To: Midgley, Chris; Hill, Jacquie
Subject: funding request, and request to appear

Good day.

I have been given your names as key people to contact regarding our request for ongoing annual funding for Royal Canadian Marine Search And Rescue , Unit 59- Deep Bay. The unit receives its financial support through our non-profit organization, Lighthouse Country Marine Rescue Society.

I am attaching files containing letters of introduction and information, with a request to appear before committee with a brief presentation.

If any further info is required, please contact myself at hoeflet@shaw.ca or feel free to call me at 250-244-1697.

Kindest Regards,

Tom Hoefle (crewmember, RCM-SAR Unit 59)

Lighthouse Country Marine Rescue Society supporting



**ROYAL CANADIAN MARINE
SEARCH & RESCUE**

**Station 59, Deep Bay
5058 Longview Drive
Bowser, BC
V0R 1G0**

Jan 15/ 2013

Committee of the Whole,
Regional District of Nanaimo,
6300 Hammond Bay Road,
Nanaimo, B.C.
V9T-6N2

Chairman Stanhope and Board Members:

Re: Proposal for ongoing annual funding to the Lighthouse Country Marine Rescue Society (supporting Royal Canadian Search & Rescue Unit 59, Deep Bay).

On behalf of the LCMRS, we would like the opportunity to make a brief presentation supporting our position as detailed in the attached brief.

The presentation will provide useful, fact-based, verifiable information on which to base your decision.

We look forward to your invitation.

A handwritten signature in black ink, appearing to read "George Williamson".

George Williamson, President, LCMRS

A handwritten signature in black ink, appearing to read "Lorne Erickson".

Lorne Erickson, Unit Leader, RCM-SAR, Unit 59, Deep Bay (formerly Canadian Coast Guard Auxiliary).

Lighthouse Country Marine Rescue Society supporting



**ROYAL CANADIAN MARINE
SEARCH & RESCUE**

**Station 59, Deep Bay
5058 Longview Drive
Bowser, BC
V0R 1G0**

Jan 15/ 2013

Chairman Stanhope and Board Members:

This letter is submitted to request that the RDN Board of Directors consider ongoing annual funding in the amount of Five Thousand (\$5,000.00) for the Royal Canadian Marine Search and Rescue (RCM-SAR), Station 59.

RCM-SAR Station 59 is funded through the non-profit Lighthouse Country Marine Rescue Society, and is situated in the RDN. We provide marine search and rescue services to both the RDN and the CVRD. Our operations area includes the popular recreational boating areas surrounding Hornby and Denman Islands, and the busy commercial shellfishing throughout Baynes Sound and the shorelines of Area H. It is one of the highest marine traffic areas along the B.C. coast.

Given our coverage, we are making this same funding request of the CVRD.

We usually receive partial funding, from B.C.Gaming, but in a constant effort to raise money we must establish alternative sources as the B.C.Gaming funds are never assured. RCM-SAR Unit 59, is an all-volunteer unit, on call 24/7, 365 days a year. Our only reimbursement is for operating costs when "tasked" by the JRCC.

Unit 59 works cooperatively with DBYC, DBHA and its Manager, DBVFD and B.C. Ambulance. We are proud of the following facts:

- 161 callouts since record keeping began (2005) resulting in:
- 3 persons saved
- 113 persons rescued from imminent danger
- \$1,897,000.00 in estimated personal property protected by response

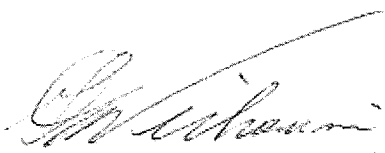
In addition to our core rescue mission, we are very active with the local community enhancing boating safety and education:

- "Kids Don't Float", which provides PFD loaners for children.
- School visits and water safety education using "Bobbi The Safety Boat"
- Public outreach water Safety Education:
 - Parksville Kids Fest, Family Days
 - Lighthouse Country Fair
 - The River Never Sleeps Festival (at Rosewall Creek)
 - Fanny Bay Days


The unit is staffed totally by volunteers who require constant training and updating of certifications. Funding is required for this training as well as operations of our station, Fast Response Vehicle, communications and safety equipment, recruitment, and community outreach programs. Our average annual operating costs are on the order of Thirty Thousand Dollars (\$30,000.00). This amount can increase tremendously, given the equipment and operating environment.

We are requesting annual funding from the Regional District of Nanaimo in the amount of Five Thousand Dollars (\$5,000.00), to support ongoing operations and training for Unit 59. Your ongoing funding to similar organizations (Arrowsmith SAR, Nanaimo Marine Rescue Society) demonstrates your understanding of the need. Our history certainly reflects the value for cost.

RDN funding will be tremendously appreciated, and will help ensure our mission of "Saving Lives On The Water" is achieved.



George Williamson, President, LCMRS



Lorne Ericksen, Unit Leader, RCM-SAR, Unit 59, Deep Bay (formerly Canadian Coast Guard Auxiliary).

12/17/12

Lighthouse Country Marine Rescue Society

Profit and Loss

June 1 through December 17, 2012

	<u>Jun 1 - Dec 17, '12</u>
Income	
CCGA-P operating cost	7,925.46
Donation Income	
From charitable or...	<u>750.00</u>
Total Donation Income	750.00
Grants	16,000.00
Interest Income	<u>80.07</u>
Total Income	24,755.53
Expense	
Donation	25.00
Miscellaneous	210.90
Office Supplies	13.90
Paging Service	234.86
Service Charge	2.50
Supplies	2,183.32
Training expense	840.00
Travel	
Entertainment	200.00
Travel - Other	<u>204.95</u>
Total Travel	404.95
Vessel	
Fuel	2,287.94
Vessel Repairs	<u>1,417.40</u>
Total Vessel	3,705.34
Total Expense	<u>7,620.77</u>
Net Income	<u><u>17,134.76</u></u>

12/17/12

Lighthouse Country Marine Rescue Society

Balance Sheet

As of December 17, 2012

	Dec 17, '12
ASSETS	
Current Assets	
Chequing/Savings	
Operating Fund (Chq 001) 608...	12,584.73
Gaming Account (Chq 002)	19,628.41
Engine Replace Fund Term (0...	4,078.21
Engine Replace Fund Term (002)	6,000.00
CU Share Capital (001)	35.42
CU Regular Shares (001)	5.63
Plan 24	129.72
Total Chequing/Savings	<u>42,462.12</u>
Total Current Assets	42,462.12
Fixed Assets	
Boat Trailer	
Depreciation (cost-\$2000)/10yr	-1,556.17
Original Cost	<u>10,922.65</u>
Total Boat Trailer	9,366.48
Building	
Depreciation(Cost-0/40 yr)	-4,492.95
Original Cost	
Head installation	3,615.59
Original Cost - Other	<u>88,623.78</u>
Total Original Cost	<u>92,239.37</u>
Total Building	87,746.42
Dinghy	
Depreciation Cost-\$200/5 yr	-1,156.80
Original Cost	<u>3,097.00</u>
Total Dinghy	1,940.20
Fast Response Vessel	
Depreciation (Cost-\$25000/10yr)	-30,528.50
Original Cost	171,493.40
Vessel fixed equipment	<u>10,154.20</u>
Total Fast Response Vessel	151,119.10
Furniture and Equipment	
Depreciation (Cost-\$1000/5yr)	-5,787.05
Original Cost	<u>20,168.72</u>
Total Furniture and Equipment	<u>14,381.67</u>
Total Fixed Assets	<u>264,553.87</u>
TOTAL ASSETS	<u><u>307,015.99</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	39,006.18
Retained Earnings	250,875.05
Net Income	<u>17,134.76</u>
Total Equity	<u>307,015.99</u>
TOTAL LIABILITIES & EQUITY	<u><u>307,015.99</u></u>

O'Halloran, Matt

From: Art Skipsey <askipsey@telus.net>
Sent: Thursday, February 07, 2013 9:26 AM
To: O'Halloran, Matt
Subject: Speak to board

I ask permission to address the board at the regular board meeting Feb.13 /2013
Arthur Skipsey

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JANUARY 8, 2013 AT 7:00 PM IN THE
RDN BOARD CHAMBERS

In Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director W. Veenhof	Electoral Area H
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Alternate	
Director B. McKay	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director B. Bestwick	City of Nanaimo
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Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
T. Osborne	Gen. Mgr. Recreation & Parks
S. Depol	A/ Gen. Mgr. Regional & Community Utilities
C. Mclvor	A/ Gen. Mgr. Transportation & Solid Waste
J. Hill	Mgr. Administrative Services
T. Nohr	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and welcomed Alternate Director McKay.

DELEGATIONS

Fraser Wilson, Nanaimo & Area Land Trust, re 2012 NALT activities and to request renewal of annual grant from the RDN to NALT.

Mr. Wilson provided a verbal presentation regarding Nanaimo Area Land Trust's request to reinstate a former Regional District of Nanaimo annual grant.

Julie Keenan and Dr. Nicole Vaugeois, Vancouver Island University, re Funding request in support of Regional Innovation Chair in Tourism & Sustainable Rural Development.

Delegation did not present.

LATE DELEGATIONS

Gordon McCracken and Troy Bater, Errington Volunteer Fire Department, re 2013 Budget Request.

Delegation did not present.

COMMITTEE OF THE WHOLE MINUTES

MOVED Director Anderson, SECONDED Director Holme, that the Minutes of the Committee of the Whole meeting held Tuesday, November 13, 2012, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Rosemary Bonanno, Vancouver Island Regional Library, re Appointment to the 2013 Vancouver Island Regional Library Board.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from R. Bonanno, Vancouver Island Regional Library regarding appointments to the 2013 Vancouver Island Regional Library Board be received.

CARRIED

Amanda Weeks, City of Parksville, re 2013 Council Voting Representative Arrowsmith Water Service Management Board.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from A. Weeks, City of Parksville regarding the 2013 Council Voting Representative for Arrowsmith Water Service Management Board be received.

CARRIED

Amanda Weeks, City of Parksville, re 2013 Council Voting Representative Englishman River Water Service Management Board.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from A. Weeks, City of Parksville regarding the 2013 Council Voting Representative for Englishman River Water Service Management Board be received.

CARRIED

Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Certificate.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from M. Brown, Town of Qualicum Beach regarding Qualicum Beach Airport Certificate be received.

CARRIED

Lynn Burrows, Vancouver Island Photo Art, re RDN funding for Nanaimo and Area Land Trust.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from L. Burrows, Vancouver Island Photo Art regarding Nanaimo and Area Land Trust's funding request be received.

CARRIED

Sara Norman and Wendy Taylor, British Columbia Agritourism Alliance, re feedback for improved highway signage program for agritourism in BC.

MOVED Director Holme, SECONDED Director Johnstone, that the correspondence from S. Norman and W. Taylor, British Columbia Agritourism Alliance regarding feedback for improved highway signage program for agritourism in BC be received.

CARRIED

REPORTS

Corporate Services

Vancouver Island Regional Library - Borrowing Alternative Approval Process.

MOVED Director Holme, SECONDED Director Ruttan, that "Regional Library Capital Financing Service Loan Authorization Bylaw No. 1673, 2013" be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board direct staff to proceed with an Alternative Approval Process for elector approval in the entire service area (the entire Regional District of Nanaimo) for "Regional Library Capital Financing Service Loan Authorization Bylaw No. 1673, 2013" and an Indebtedness Agreement related to this funding.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that "Regional Library Capital Financing Service Security Issuing Bylaw No. 1674, 2013" be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that "Regional Library Capital Financing Service Interim Financing Bylaw No. 1675, 2013" be given three readings.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board establish 4:30 p.m. on Tuesday, April 9, 2013 as the deadline for receiving elector responses for the Alternative Approval Process.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board approve the Elector Response Form as attached.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Board determine the number of electors to which the approval process applies (the whole of the Regional District of Nanaimo) to be 112,533.

CARRIED

Financial Services

Bylaw No. 1672 – A Bylaw to authorize the preparation of 2013 Parcel Tax Rolls.

MOVED Director Brennan, SECONDED Director Anderson, that the "2013 Parcel Tax Assessment Roll Bylaw No. 1672, 2013" Be introduced and read three times.

CARRIED

MOVED Director Brennan, SECONDED Director Anderson, that the "2013 Parcel Tax Assessment Roll Bylaw No. 1672, 2013" be adopted.

CARRIED

MOVED Director Brennan, SECONDED Director Anderson, that the Board appoint the Chairperson, the Manager, Administrative Services and the Director of Finance to preside as the 2013 parcel tax review panel.

CARRIED

Strategic and Community Development

Agreement between the City of Nanaimo and the Regional District of Nanaimo for Use of Nanaimo Animal Shelter Facilities.

MOVED Director Johnstone, SECONDED Director Veenhof, that the agreement between the City of Nanaimo and the Regional District of Nanaimo for use of the animal shelter at 1260 Nanaimo Lakes Road for the administration of animal control services be approved for a two year period ending December 31, 2014.

CARRIED

Regional District Agricultural Advisory Committee (Revised Terms of Reference).

MOVED Director Johnstone, SECONDED Director Ruttan, that the Board approve the amended Agricultural Advisory Committee Terms of Reference attached as Attachment 1.

CARRIED

Transportation and Solid Waste

Bylaw 1591.03 – Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw.

MOVED Director Holme, SECONDED Director Veenhof, that “Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.03, 2013” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Veenhof, that “Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.03, 2013” be adopted.

CARRIED

Preliminary Transit Discussions with Snaw-Naw-As (Nanoose First Nation).

MOVED Director Brennan, SECONDED Director Ruttan, to receive the report on preliminary transit discussions with Snaw-Naw-As (Nanoose First Nation).

CARRIED

COMMISSIONS, ADVISORY & SELECT COMMITTEES

Electoral Area ‘E’ Parks and Open Spaces Advisory Committee.

MOVED Director Holme, SECONDED Director Fell, that the Minutes of the Electoral Area ‘E’ Parks and Open Spaces Advisory Committee meeting held Monday, November 5, 2012 be received for information.

CARRIED

Electoral Area ‘A’ Parks, Recreation, and Culture Commission.

MOVED Director McPherson, SECONDED Director Fell, that the Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, November 21, 2012 be received for information.

CARRIED

MOVED Director McPherson, SECONDED Director Young, that an Electoral Area 'A' Grant-In-Aid be provided to St. Philip Anglican Church of Canada for a total of \$1,500 to purchase lightweight tables.

CARRIED

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

MOVED Director Young, SECONDED Director Johnstone, that the Minutes of the East Wellington and Pleasant Valley Parks and Open Spaces Advisory Committee meeting held Monday, November 26, 2012 be received for information.

CARRIED

Regional Parks and Trails Select Committee.

MOVED Director Lefebvre, SECONDED Director Brennan, that the Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, December 4, 2012 be received for information.

CARRIED

MOVED Director Brennan, SECONDED Director Lefebvre, that the engineering costs required for detailing the boardwalk plan for Ministry of Environment approval be deferred to the 2013 budget.

CARRIED

MOVED Director Fell, SECONDED Director Brennan, that the Little Qualicum River Regional Park Management Plan be approved.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that the Moorecroft Regional Park Management Plan be approved.

CARRIED

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

MOVED Director Holme, SECONDED by Director Brennan, that the Minutes of the Electoral Area 'G' Parks and Open Spaces Advisory Committee meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that staff continue to monitor the health of the five

co-dominant cottonwood trees at Boulton Community Park and that staff make the residents around Boulton Park aware of the Tree Management Policy C1.1.

CARRIED

Arrowsmith Water Service Management Board.

MOVED Director Lefebvre, SECONDED Director Willie, that the Minutes of the Arrowsmith Water Service Management Board meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the Arrowsmith Water Service 2013 Provisional Budget and the 2013-2017 Financial Plan as shown on Table 1, dated December 4, 2012, be adopted.

CARRIED

Englishman River Water Service Management Board.

MOVED Director Lefebvre, SECONDED Director Willie, that the Minutes of the Englishman River Water Service Management Board meeting held Monday, December 10, 2012 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the Englishman River Water Service 2013 Provisional Budget and the 2013-2017 Financial Plan as shown on Table 1, dated December 5, 2012, be adopted.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Nanaimo & Area Land Trust, re 2012 NALT activities and to request renewal of annual grant from the RDN to NALT.

MOVED Director Kipp, SECONDED Director Young, that Nanaimo Area Land Trust's request for a \$30,000 annual grant be referred to budget discussions.

CARRIED

BOARD INFORMATION

The January 8, 2013 Board Information was received.

IN CAMERA

MOVED Director Holme, SECONDED Director Young, that pursuant to Section 90(1)(f), (e), and (j) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to law enforcement, land acquisition, and third-party information.

CARRIED

TIME: 7:56 p.m.

ADJOURNMENT

The meeting was called adjourned at 8:15 p.m.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE SPECIAL COMMITTEE MEETING OF THE WHOLE
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JANUARY 15, 2013 AT 5:00 PM IN THE
RDN BOARD CHAMBERS

Attendance:

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director G. Anderson	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
T. Osborne	Gen. Mgr. Recreation & Parks Services
D. Trudeau	Gen. Mgr. Transportation & Solid Waste Services
S. DePol	A/Gen. Mgr., Regional & Community Utilities
J. Hill	Manager, Administrative Services

CALL TO ORDER

The Chairperson welcomed the Directors to the Special Committee of the Whole meeting.

COMMUNICATIONS/CORRESPONDENCE

Wendy Idema, re Regional District Debt Limits.

MOVED Director Holme, SECONDED Director Houle, that the correspondence from Wendy Idema regarding Regional District debt limits be received.

CARRIED

REPORTS***FINANCIAL SERVICES*****2013 Proposed Budget Overview.**

The Director of Finance presented an overview of the 2013 proposed budget and the 2013 to 2017 Financial Plan providing a schedule of upcoming meetings with respect to budget approval, as well as answered Director's questions.

Island Corridor Foundation.

MOVED Director Brennan, SECONDED Director Lefebvre that \$68,000 of the 2013 Provincial Strategic Community Investment Funds in the amount of \$86,000 be applied to Island Corridor Foundation expense.

CARRIED

2013 Budget Proposed Service Level Reductions.

MOVED Director Lefebvre, SECONDED Director Willie, that the Legislative Services function public education materials budget be decreased in the amount of \$4,000.

CARRIED

MOVED Director Brennan, SECONDED Director Johnstone that the Arbitrations/Bargaining and Other Professional Fee budgets be decreased in the amount of \$44,000 and further that the Disaster Recovery plan for IT and the carpet replacement in Corporate Administration be deferred.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Electoral Areas Administration Service budget be decreased in the amount of \$15,250 by increasing the transfer from Building Inspection for Electoral Areas Building Policy and Advice Service and the deferral of vehicle purchase for one year.

CARRIED

MOVED Director Veenhof, SECONDED Director Lefebvre, that the Electoral Area Community Planning Service budget be decreased in the amount of \$20,000 with a reduction by \$10,000 of the general legal budget and a reduction by \$10,000 of the professional fees for the Airport project.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the Northern Community Economic Development Service budget be decreased in the amount of \$10,000 by carrying forward surplus funds from 2012.

CARRIED

MOVED Director Willie, SECONDED Director Veenhof, that the Oceanside Place Service budget be decreased in the amount of \$8,220 by the reduction of Administration recovery funds in the amount of \$3,220 and a six week earlier closure of the Pond and removal of the ice surface.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Northern Community Recreation Service budget be decreased in the amount of \$7,000 by the elimination of Camp Suntastic.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Northern Community Recreation Service budget be decreased in the amount of \$6,750 by reducing the D69 Recreation grants by a partial amount of the 2012 carry forward surplus.

CARRIED

MOVED Director McPherson, SECONDED Director Fell, that the Area 'A' Recreation and Culture Service budget be decreased in the amount of \$2,000 by reducing the grants in aid requisition by the amount of unused 2012 grant funds.

CARRIED

MOVED Director Brennan, SECONDED Director Ruttan, that the Regional Parks – Operating Service budget be decreased in the amount of \$62,660 by the deferral of some signage work for one year, the rescheduling of the ERRP trail development work to spread over 2 years, the deferral of a parking lot for the Little Qualicum River trail and the deferral of the Horne Lake Group Shelter to a future year pending a new contract.

CARRIED

MOVED Director McPherson, SECONDED Director Ruttan, that the Community Parks – Electoral Area 'A' Service budget be decreased in the amount of \$1,185 by the deferral of a portion of the Cedar Plaza work to 2014.

CARRIED

MOVED Director Houle, SECONDED Director Lefebvre, that the Community Parks – Electoral Area 'B' Service budget be decreased in the amount of \$1,700 by reducing a signage budget item, adjustment of the reserve transfer and the deferral of a portion of the Rollo parking lot to 2014.

CARRIED

MOVED Director Young, SECONDED Director Houle, that the Community Parks – Electoral Area 'C' (Extension) Service budget be decreased in the amount of \$3,035 by reducing a signage budget item, increase to the reserve transfer and the deferral of a portion of the Extension Miners park landscape installation to 2014.

CARRIED

MOVED Director Young, SECONDED Director Veenhof, that the Community Parks – Electoral Area 'C' (East Wellington) Service budget not be decreased in the amount of \$2,400 as recommended by staff.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Community Parks – Electoral Area 'E' Service budget not be decreased in the amount of \$900 as recommended by staff.

CARRIED

MOVED Director Fell, SECONDED Director Brennan, that the Community Parks – Electoral Area 'F' Service budget not be decreased in the amount of \$1,000 as recommended by staff.

CARRIED

MOVED Director Young, SECONDED Director Houle, that the Community Parks – Electoral Area 'G' Service budget be decreased in the amount of \$2,000 by deferral of the Rivers Edge Concept Plan to 2014 and the increased transfer to reserves to set aside funds for this project.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that the Community Parks – Electoral Area 'H' Service budget be decreased in the amount of \$3,715 by reducing a signage budget item.

CARRIED

MOVED Director Bestwick, SECONDED Director Dempsey, that the Southern Community Wastewater budget be decreased in the amount of \$184,430 by deferral of small capital funds, revision of reserve funds, use of reserve funds for the HVAC replacement and the impact of Corporate Administration recovery decreases.

CARRIED

MOVED Director Willie, SECONDED Director Johnstone, that the Northern Community Wastewater Service budget be decreased in the amount of \$98,215 by deferral of the shower/washroom building, design review, transfer of a portion of the shower building budget to reserves and the impact of Corporate Administration recovery decreases.

DEFEATED

MOVED Director Willie, SECONDED Director Johnstone, that the Northern Community Wastewater Service budget be decreased in the amount of \$100,000 by deferral of the shower/washroom building, design review, transfer of a portion of the shower building budget to reserves and the impact of Corporate Administration recovery decreases.

CARRIED

MOVED Director Veenhof, SECONDED Director Dempsey, that the Northern Community Transit Service budget not be decreased in the amount of \$48,040 as recommended by staff.

CARRIED

2013 Budget Utility Parcel Tax Adjustments.

MOVED Director Lefebvre, SECONDED Director Holme, that the Surfside Water Service budget be decreased in the amount of \$407 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014/15.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the French Creek Water Service budget be decreased in the amount of \$1,592 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Whiskey Creek Water Service budget be decreased in the amount of \$2,734 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Decourcey Water Service budget be decreased in the amount of \$535 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014/15.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the San Pareil Water Service budget be decreased in the amount of \$5,898 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014 and a revised quote for well maintenance.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Englishman River Water Service budget be decreased in the amount of \$3,135 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014 and the reduction of the reserve transfer.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Melrose Place Water Service budget be decreased in the amount of \$203 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014/15.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Nanoose Bay Peninsula Water Service budget be decreased in the amount of \$22,331 by the deferral in the operating budget of the Water Trax Lab Software and Well Assessment tracking programs to 2014 and a revised estimate for new treatment plan costs.

CARRIED

MOVED Director Lefebvre, SECONDED Director Holme, that the Nanoose Bay Wastewater / Fairwinds Sewer Service budgets be decreased in the amount of \$6,876 by the revision of the small capital program for kiosks and flow meters, and adjustment of the reserve transfers.

CARRIED

MOVED Director Veenhof, SECONDED Director Lefebvre, that Board direction to staff be that increases for existing services in the five year budget, year by year, not exceed 1.5 percent.

DEFEATED

2013 Budget – New Requests.

MOVED Director Greves, SECONDED Director Johnston, that the Grants in Aid Service 2013 budget be increased in the amount of \$10,000 to allow for a grant to the Nanaimo Hospice Society for their new building project.

CARRIED

MOVED Director Brennan, SECONDED Director Young, that the Regional Parks Operations 2013 budget be increased in the amount of \$30,000 to allow for an annual operating funding request by the Nanaimo Area Land Trust.

CARRIED

MOVED Director Fell, SECONDED Director Veenhof, that the Northern Community Recreation Service 2013 budget be increased in the amount of \$9,700 to allow for Arrowsmith Community Enhancement Society's request for additional recreational program funding.

CARRIED

MOVED Director Holme, SECONDED Director Ruttan, that the Drinking Water / Watershed Protection Service 2013 budget be increased in the amount of \$3,000 to allow for the Mid Vancouver Island Habitat Enhancement Society three to four year program.

CARRIED

MOVED Director Holme, SECONDED Director Veenhof, that the 2013 budget be increased in the amount of \$11,500 to allow for reimbursement of mileage costs for Committee Volunteers.

CARRIED

MOVED Director Holme, SECONDED Director Bestwick, that the 2013 budget not be increased in the amount of \$10,000 to allow for Electoral Area community meetings.

CARRIED

MOVED Director Anderson, SECONDED Director Brennan, that the Corporate Administration 2013 budget be increased in the amount of \$47,000 to allow for web streaming of Board meetings.

DEFEATED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Willie, that this meeting be terminated.

TIME: 7:28 PM

CHAIRPERSON

CORPORATE OFFICER



January 31, 2013

Nanaimo Regional District
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Dear Chair & CAO:

Re: Participation - Coastal Communities Network Conference Call

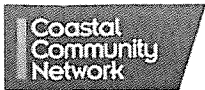
Attached please find an invitation from the Coastal Communities Network (CCN) inviting coastal Regional District Chairs' and Chief Administrative Officers' to participate in a conference call on **Thursday, February 28, 2013, 12:00 noon to 1:00 pm**. The CCN is looking for input from your Regional District on the transition of their Board of Directors and the proposed budget for 2013.

Established by Regional Districts' in 1993, the CCN continues to be a valuable resource to discuss and share issue affecting coastal communities.

We encourage your participation in the conference call to discuss the transition and future on the CCN.

Sincerely,

Cindy N. Solda,
Chairperson



Serving Regional Districts and Territorial Councils on the Pacific Coastal Watershed Since 1993

January 30th 2013

Nanaimo Regional District
6300 Hammond Bay Road
Nanaimo, British Columbia
CANADA V9T6N2

**Subject: Request for a Teleconference Thursday February 28th 2013
12:00 noon to 1:00 pm Call Toll Free +1 877 385-4099 Password 5287100#**

Dear Chair and CAO:

The Coastal Community Network is about to transition its Board of Directors to those Regional District Chairs that have chosen to participate at this time. Before we do, I would really appreciate you and your CAO's participation in a short conference call to clarify the following:

1. Ad-Hoc Committee of Coastal Regional District Chairs;
2. New Board of Directors;
3. 2013 Proposed Budget;
4. Non-Participating Regional Districts as Correspondents; and;
5. Relationship to UBCM, Area Associations and First Nation Summit.

If you have any questions and to confirm who will speak for your Regional District, please contact our volunteer in Victoria, Patrick Marshall at +1 250 595-8676.

I look forward to speaking with you on the call.

Yours truly,
Coastal Community Network

Tony Bennett
Chair, Local Governments on the Coast
Long Beach Area Director, Alberni Clayoquot Regional District

Copies:

Cindy	Solda	Chair	Russell	Dyson	CAO	Alberni Clayoquot Regional District
Alistair	Bryson	Chair	Kelly	Daniels	CAO	Capital Regional District
Reginald	Moody-Humchitt	Chair	Donna	Mikkelson	CAO	Central Coast Regional District
Edwin	Grieve	Chair	Debra	Oakman	CAO	Comox Valley Regional District
Robert	Hutchins	Chair	Warren	Jones	CAO	Cowichan Valley Regional District
Sheila	Malcolmson	Chair	Linda	Adams	CAO	Islands Trust
Harry	Nyce	Chair	Bob	Marcellin	CAO	Kitimat-Stikine Regional District
Greg	Moore	Chair	Carol	Mason	CAO	Metro Vancouver Regional District
Al	Huddleston	Chair	Greg	Fletcher	CAO	Mt. Waddington Regional District
Joe	Stanhope	Chair	Jacquie	Hill	CAO	Nanaimo Regional District
Colin	Palmer	Chair	Al	Radke	CAO	Powell River Regional District
Barry	Pages	Chair	Joan	Merrick	CAO	Skeena-Queen Charlotte Regional District
Patricia	Heintzman	Chair	Lynda	Flynn	CAO	Squamish-Lillooet Regional District
Craig	Anderson	Chair	Brian	Reardon	CAO	Strathcona Regional District
Garry	Nohr	Chair	Johnny	France	CAO	Sunshine Coast Regional District

1. Values, Victories and Returns on Investment

- The Network does not represent coastal local and aboriginal governments, but it does serve as a single window of contact, assessment and referral, saving all administrators and elected politicians time and ensuring that urgent and emergent subjects are brought to the attention of those that can resolve them.
- Connected coastal communities to more than 50 consultation processes on provincial, federal and private sector initiatives relaying information back to communities for decisions;
- Hosted more than 12 regional conferences focused on resolving coastal issues and engaging in coastal opportunity development;
- Brought both local and aboriginal government representatives together to collaborate on resolving common issues and communicating them back to municipal and aboriginal associations and senior governments across 5 regional association jurisdictional boundaries;
- Assembled coastal parliamentarians, a non-partisan group of Elders, MLA’s, MP’s and Senators who represent people on the coast;
- Contributed to the decisions to maintain manned lighthouses on the west coast;
- First point of contact for provincial and federal department staff for referrals reducing time sensitive inquiries to administrators;
- Invests time in the only organization that makes decisions on the “Fair Share” of resource based revenues [Groundfish Development Authority];
- Physically supported all five coastal regional districts as they represented their constituents in the 3 year Pacific North Coast Integrated Management Area Planning process which will eventually impact marine planning processes for the west coast Vancouver Island, Salish Sea and waterfronts in Metro Vancouver and Metro Victoria;
- Providing regional district and area municipal elected people who understand how local and aboriginal governments work to the:
 - Fisheries & Oceans Canada Groundfish Integrated Advisory Board [GIAB]
 - Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] In-season Hake Advisory Committee [IHAC];
 - Fisheries & Oceans Canada Groundfish Trawl Advisory Committee [GTAC] , Groundfish Special Industry Committee [GSIC]; and;
 - Fisheries and Oceans Pacific Integrated Commercial Fisheries Initiative [PICFI].

2. Proposed Budget for 2013

2.1 Host 4 Coastal Forum sessions at AVICC, NCLGA, LGMA, First Nation Summit and UBCM including Annual General Meeting estimated at \$4,000.00 each for a total of \$20,000. Charges to this account include travel and accommodation for Network Manager, Registration charges to municipal and aboriginal government associations.
.....\$20,000

2.2 Contract management of Network issues, opportunities, consultation, representation, and website proposed at \$2,000 a month\$24,000

2.3 Administration costs associated with project oriented travel, consultation, telephone and general administration charges\$10,000

Total Base Budget\$54,000

3. Proposed Subscription Schedule for 2013



The Board of Directors is mindful that not all Regional Districts will be able to participate in 2013. Therefore the budget will need to be revised based on the number of Regional Districts and Associate Subscriptions that can be raised in January.

The new charge based on budget needs reflect the following:

- Associate individual elected or formerly elected | \$120 = \$10 a month
- Associate and elected organizations under 10,000 population | \$600 = \$50 a month
- Members with populations under 200,000 | \$3600 = \$300 a month
- Members with populations over 200,000 | \$7200 = \$600 a month

2013 Coastal Community Network Baseline Subscription Rates						
Name	2011 Revenue	2011 Population	Revenue per capita	% of Region	Budget Target \$PC	Fair Share
Central Coast Regional District	\$1,179,462	4,000	294.86	.12	50.40	\$600
Mt. Waddington Regional District	\$5,290,493	12,034	439.63	.37	155.40	\$3600
Skeena-Queen Charlotte Regional District	\$5,303,040	19,482	272.20	.59	247.80	\$3600
Powell River Regional District	\$6,293,387	20,525	258.36	.62	260.40	\$3600
Alberni Clayoquot Regional District	\$16,408,063	28,829	569.15	.87	365.40	\$3600
Sunshine Coast Regional District	\$32,830,911	30,357	1081.49	.91	382.20	\$3600
Kitimat-Stikine Regional District	\$13,000,000	39,702	327.43	1.20	504.00	\$3600
Squamish-Lillooet Regional District	\$19,498,017	41,379	471.20	1.26	529.20	\$3600
Strathcona Regional District	\$9,849,139	42,771	230.28	1.29	541.80	\$3600
Comox Valley Regional District	\$37,010,649	58,824	629.17	1.77	743.40	\$3600
Cowichan Valley Regional District	\$48,229,019	80,332	600.37	2.43	1020.60	\$3600
Nanaimo Regional District	\$67,944,096	150,632	451.06	4.55	1911.00	\$3600
Capital Regional District	\$167,194,819	376,222	444.40	11.37	4775.40	\$7200
Metro Vancouver Regional District	\$ 640,296,704	2,404,911	266.24	72.65	30513.00	\$7200
Totals	1,070,327,799	3,310,000	345.37	100	42000.00	\$54600.00



Name Term	Organization and Business Address	Officer Title	Phone	Facsimile
Tony Bennett Electoral Area C Director Long Beach	Alberni Clayoquot Regional District 1420 Port Albion Box 595 Ucluelet, BC CANADA V0R 3A0	Co-Chair Local Government tonben1@telus.net	Bus (250) Cell (250) Res (250) 726-1224	(250) 726-1225
		Co-Chair Aboriginal Government [Vacant]		
Des Nobles Area Director Skeena Queen Charlotte	Skeena-Queen Charlotte Regional District 100 1st Avenue East Prince Rupert BC CANADA V8J 1A6	Vice Chair dnobels@citytel.net	Res (250) 627-1859	Des Nobles Area Director Skeena Queen Charlotte
Al Huddleston Regional Chair	Regional District of Mt. Waddington P.O. Box 729 – 2044 McNeill Road, Port McNeill, B.C. CANADA V0N 2R0	Treasurer	Bus (250) 956-3301 Cell (250) Res (250)	(250) 956-3232
Bill Irving Mayor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	Corporate Secretary	Bus (866) 870-4190 Res (250) 720-1518	(250) 479-7104
Dario Coralazzoli Councillor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	Network Representative pacificrim@ukeecable.net	Bus (250) 726-7728 Cell (250) Res (250)	(250) 726-7335
Dianne St. Jacques Retired Mayor	Fletchers Cove B&B 2305 Pacific Rim Highway, Box 402, Ucluelet, BC Canada V0R 3A0	Network Representative saints@alberni.net	Bus (250) 726-7074 Cell (778) 440-1325 Res (250) 735-8683	
Harold Steves	City of Richmond	Network Representative		
Jack Mussallem Mayor, Prince Rupert	City of Prince Rupert 424 3rd Ave West Prince Rupert, BC CANADA V8J 1L7	Network Correspondent executiveassistant@princerupert.ca	Bus (250) 627-0930	
Brian Lande Areas Director Central Coast RD	Central Coast Regional District PO Box 186 Bella Coola BC V0T 1C0	Network Correspondent blande42@yahoo.ca	Bus 250 799-5291 Cell 604 250 3319 Res 250 982-2403	250 799-5750
Gerry Furney Mayor, Port McNeil	Box 728, 1775 Grenville Place, Port McNeill, BC V0N 2R0	Elder and Technical Adviser	Phone: (250) 956-3111	Fax: (250) 956-4300
Patrick Marshall	4341 Shelbourne Street Canada's Remembrance Road Victoria, BC CANADA V8N3G4	Network Administrator Economic Developer patrick.marshall@capitalecd.com	Bus (250) 595-8676 Cell (250) 507-4500 Res (250) 385-5008	(866) 827-1524





RDN REPORT		[Signature]
CAO APPROVAL		
EAP		
COW	✓	
FEB 01 2013		
RHD		
BOARD		

MEMORANDUM

TO: Joan Harrison
Director of Corporate Services

DATE: February 8, 2013

FROM: Jacquie Hill
Manager of Administrative Services

SUBJECT: Disclosure of Contracts Pursuant to Section 107(1) of the *Community Charter*

PURPOSE

To meet obligations under Section 107(1) of the *Community Charter* which states that if a Regional District enters into a contract in which a board member has a direct or indirect pecuniary interest, it must be reported as soon as reasonable practicable at a Board meeting that is open to the public.

BACKGROUND

Contracts with the Regional District of Nanaimo in which board members have a direct or indirect pecuniary interest disclosed under Section 107(1) of the *Community Charter* are listed in the table below:

Elected Official	Associated Business	Description of Contract	Value
Director Dave Willie	Black & White Party Rentals Ltd.	April 16, 2012 - Provision of rental supplies for the Skate International Vancouver Island event	\$725.76
Director Dave Willie	Black & White Party Rentals Ltd.	October 13, 2012 - Provision of rental supplies for the Church Road Transfer Station LEED Gold media event and tour	\$821.96
Director Dave Willie	Black & White Party Rentals Ltd.	November 13, 2012 - Provision of rental supplies for the Skate Canada Provincials	\$725.76
Director Dave Willie	Black & White Party Rentals Ltd.	November 16, 2012 - Provision of rental supplies for the District 69 Recreation Commission performance recognition reception	\$111.34
Director Dave Willie	Black & White Party Rentals Ltd.	December 20, 2012 - Provision of rental supplies for the Oceanside Place public facility tour	\$85.10

FINANCIAL IMPLICATIONS

There are no financial implications related to this report.

ALTERNATIVES


1. That the report from the Manager of Administrative Services dated February 8, 2013 entitled "Disclosure of Contracts Pursuant to Section 107(1) of the *Community Charter*" be received for information.
2. That the Board provide alternate direction.

SUMMARY

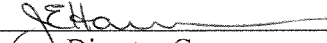
Director Dave Willie entered into contracts with the Regional District of Nanaimo where he has a direct or indirect pecuniary interest. Pursuant to Section 107(1) of the *Community Charter*, these contacts must be reported at a Board meeting that is open to the public and are reported herein.

RECOMMENDATION

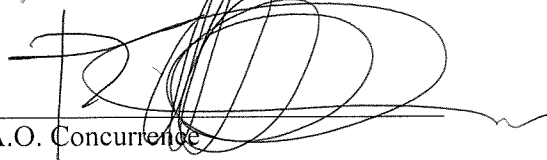
That the report from the Manager of Administrative Services dated February 8, 2013 entitled "Disclosure of Contracts Pursuant to Section 107(1) of the *Community Charter*" be received for information.



Report Writer



Director Concurrence



C.A.O. Concurrence



RDN REPORT		#
CAO APPROVAL		
EAP		
COW	✓	
FEB 04 2013		
RHD		
BOARD		

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 4, 2013

FROM: Wendy Idema
Director of Finance

FILE:

SUBJECT: 2013 to 2017 Financial Plan

PURPOSE:

To present an update on amendments to the 2013 proposed budget and an outline of the proposed 2013 to 2017 financial plan.

BACKGROUND:

2013 Proposed Budget:

The Board reviewed the preliminary 2013 budget on December 10, 2012. In a subsequent Special Committee of the Whole meeting held on January 15th a number of changes were recommended which are summarized below:

Reductions:

Electoral Area Administration	(\$ 15,250)	Defer vehicle purchase 1 year
Corporate Administration	(\$ 44,000)	Reduce professional fees/disaster recovery plan, defer carpet replacement
Legislative Services	(\$ 4,000)	Reduce public education material budget
Community Planning	(\$ 20,000)	Reduce general legal & professional fees for Airport project (\$10,000 each)
Northern Community Economic Development	(\$ 10,000)	Reduce 2013 requisition by \$10,000 – offset by surplus carry forward from 2012
Oceanside Place	(\$ 8,220)	Close Pond/remove ice early + impact of reductions from administration recovery
Northern Community Recreation	(\$ 13,750)	Eliminate 7 weeks Camp Suntastic (participants can be accommodated elsewhere) + reduce 2013 recreation grants – offset by 2012 surplus
Area A Recreation & Culture	(\$ 2,000)	Reduce grants in aid – offset by 2012 surplus carry forward
Regional Parks Operating	(\$ 62,660)	Defer signage at various parks & capital work at Englishman River and Horne Lake

Community Parks Electoral Area A	(\$ 1,185)	Defer portion of Cedar plaza work to 2014
Community Parks Electoral Area B	(\$ 1,700)	Reduce signage budget and defer portion of Rollo McClay parking lot work to 2014
Community Parks Electoral Area C – Extension	(\$ 3,035)	Defer portion of Extension Miners park landscape install to 2014
Community Parks Electoral Area G	(\$ 2,000)	Defer portion of Rivers Edge Concept Plan to 2014
Community Parks Electoral Area H	(\$ 3,715)	Reduce signage budget
Southern Community Wastewater	(\$ 184,430)	Defer small capital projects, revised reserve transfers, revised HVAC replacement budget
Northern Community Wastewater	<u>(\$ 100,000)</u>	Defer shower/washroom building, adjust transfer to reserves
Subtotal	(\$ 475,945)	
Multiple Utility Services parcel tax adjustments	<u>(\$ 43,711)</u>	Impacts individual water and sewer service areas
Total Reductions	(\$ 519,656)	

Additions:

Grants in Aid	\$ 877,000	Island Corridor Foundation grant request approved by Board Nov 27, 2012 reduced by \$68,000 for Strategic Community Investment Fund grant received from Province of BC
Grants in Aid	\$ 10,000	Nanaimo Hospice Society grant request re: new building
Regional Parks Operations	\$ 30,000	Nanaimo Area Land Trust – annual grant request
Northern Community Recreation	\$ 9,700	Arrowsmith Community Enhancement Society request for additional recreation program funding
Multiple service areas	<u>\$ 11,500</u>	Reimbursement to committee volunteers for mileage
Total	\$ 938,200	

Pending Adjustments:

There are still some service areas where 2013 requisitions will require adjustments after receipt of final information. These include the amounts transferred to the City of Nanaimo for the Southern Community Recreation function, and to the Town of Qualicum Beach and the City of Parksville for Northern Community Recreation funding. Also pending are changes related to the French Creek Bulk Water Service as well as the possible reallocation of the Island Corridor Foundation grant over two years (separate report to Board to be provided).

The adjustments above as well as the impacts of 2012 final results and carry forward projects result in overall 2013 property tax revenues of \$40,829,590 versus the provisional total provided in December of \$40,452,630.

The current profile of changes to general services property taxes in 2013 are as follows:

New Service Levels	5.4%
Other Jurisdictions	0.5%
Existing Services	<u>1.4%</u>
Year over Year Change	<u>7.3%</u>

The largest components of the 5.4% increase to new service levels are the Island Corridor Foundation Contribution (2.8%) and the expansion of Transit Services (1.7%). The remaining increase of 0.9% is spread over multiple services such as Grants in Aid, Search and Rescue, Regional Parks, and Wastewater Services. Appendix A shows the breakdown of the revised list of tax requisitions for 2013. Appendices B, B-1 and B-2 provide a revised snapshot of member participation in the proposed 2013 budget.

FINANCIAL PLAN OVERVIEW:

Appendix C

This schedule is the consolidated financial plan for the Regional District of Nanaimo. Property tax revenues are forecast to increase by 7.2% in 2013, 3.6% in 2014, 5.0% in 2015, 5.3% in 2016 and 5.3% in 2017 resulting in consolidated tax revenues of \$49.2 million in 2017.

The Regional District's most recent census population count stands at 146,574 residents. On a per capita basis the increase between 2013 and 2017 averages \$11.50 per resident per year or a total of \$57.50 per resident over the five year plan. This financial statistic is provided only for general reference purposes. It is important to remember that there are many taxpayer profiles in the Regional District because of the different sets of services applicable in a member jurisdiction. As noted above, the consolidated increase in 2013 is estimated at 7.2%. However, referring to Appendices B, B-1, B-2 and B-3 the results vary widely across the municipalities and electoral areas from 8.8% in Electoral Area E to 3.0% in Electoral Area H. Appendix B-3 shows the impact per \$100,000 of assessed value by area, again with values ranging from a \$5.00 increase on a home assessed at \$300,000 in Electoral Area C to \$42.00 in Electoral Area F.

Other revenue sources in the Regional District include operating revenues such as transit fares (\$4.3 million), landfill tipping fees (\$7.9 million), operating grants (\$6.4 million of which \$5.7 million is from BC Transit), utility user fees for water and sewer (\$5.1 million), interdepartmental recoveries (\$6.2 million) and transfers in from reserve funds for capital projects (\$15.8 million). Total revenues used to fund expenditures for the RDN including taxes, grants, user fees and transfers from reserves are \$107 million.

Operating expenditures across the Regional District total \$68.2 million in 2013 (Total Operating Expenditures excluding Capital, Debt Interest and Contributions to Reserves). Capital expenditures funded from operations will be approximately \$3.5 million, and capital funded from reserves, grants and borrowing will be \$18 million. In future years, capital expenditures funded from operations decline because major upgrades and expansions at the two regional wastewater treatment plants will be funded from long term borrowing. Total expenditures for the RDN including operating, capital, debt servicing and transfers to reserves = \$102.5 million

The remainder of this report will touch on highlights of the financial plan in each operating division as well as a selection of departmental budgets which broadly affect taxpayers in the Regional District.

Corporate Services:

Appendices D, D-1

The Corporate Services division oversees general government administration, E911 services and fire/rescue services. Appendix D is the financial plan summary for this division and Appendix D-1 is a summary of the individual tax requisition forecast over the next five years.

The two main sources of revenue for this division are property taxes and interdepartmental recoveries. Miscellaneous revenue of \$4.3 million in this division represents billings to municipal members for debt servicing costs which flow through the Regional District on their behalf. Over the course of this plan horizon the property tax revenues for this division are projected to increase by 19%, -8.0%, 4.0%, 3.0% and 3.0%. The 19% increase in 2013 reflects the impact of the Island Corridor Foundation grant approval at \$877,000.

Excluding the fiscal transfer for municipal debt, the profile of revenue support to Corporate Services for 2013 and 2017 is projected as:

	2013	% of Total	2017	% of Total
Property tax revenues	\$7.6M	58%	\$7.9M	56%
Operating revenues	\$0.3M	2%	\$0.3M	2%
Use of Reserve Funds	\$0.6M	5%	\$0.8M	6%
Long Term Debt	\$0.5M	4%	\$0.5M	4%
Interdepartmental recoveries	\$4.0M	31%	\$4.4M	32%
Grants and other (Capital)	\$0.0M	0%	\$0.0M	0%
Total sources of revenue	\$13.0M		\$13.9M	

Appendix D-2

Corporate Services Administration: The tax requisition for this section is projected to increase 3.5% in 2013 and then approximately 4% annually. The tax requisition is intended to cover the costs of supporting the Board’s legislative duties, remuneration and corporate communications activities. The expenditure budget for legislative services is \$1,034,170 in 2013. Under this proposed plan the tax requisition will be \$954,908 by 2017 working towards a closer match between the tax requisition amount and the legislative services budget. The remainder of the Corporate Services Administration costs are recovered through interdepartmental charges for shared support services including the Chief Administrative Officer, Human Resources, Information Technology, Geographic Information Services, Financial Services and the Energy and Sustainability departments.

Major capital expenditures include investigating and implementing a corporate wide integrated asset management and planning system, new budgeting software which will allow the financial plan work to be recorded in a common database easily accessible to all employees, and a potential replacement of the current general ledger/payroll software with a more feature rich platform able to handle increasingly complex payroll and project accounting tasks. Corporate Services Administration capital also covers ongoing replacement and upgrades of central server computer equipment which is forecast at an average of \$105,000 annually.

Appendix D-3

Electoral Areas Administration: This budget covers the costs of Electoral Area Director remuneration allowances, computer and telephone equipment allowances, dues and attendances for Electoral Area Directors at the UBCM, AVICC and FCM annual conferences, local government elections and building policy and advice administrative costs.

The requisition for this service is projected to rise from \$366,740 in 2013 to \$458,590 in 2017.

This budget receives revenue support in the form of transfers from Building Inspection services to offset some of the administrative costs of providing inspection services. As a result this budget is subject to some exposure to the performance of the building market. \$213,000 is budgeted to be transferred from Building Inspection services in 2013 (2014 - \$158,000).

Expenditures for Electoral Areas Administration rise by about \$40,000 every three years which is the approximate cost of running local government elections for Electoral Area Directors. The next election cycle occurs in 2014.

Strategic and Community Development Services:

Appendices E, E-1

The Strategic and Community Development Services division oversees Building Inspection, Electoral Area Community Planning, Regional Growth Management, Emergency Planning, and Bylaw Enforcement services. Appendix E is the financial plan summary for this division and Appendix E-1 is a summary of the individual tax requisition forecast over the next five years.

Over the course of the plan horizon the total property tax revenues for this division are projected to increase by 11.5%, 5.0%, 4.60%, 4.4% and 3.73%. The increase in 2013 is the result of several changes. Funding to the Nanaimo Search and Rescue Society and the Nanaimo Marine Rescue Society increased by \$14,000 in 2013. As well the Southern Community Economic Development service increased to \$137,000, and the Emergency Planning requisition increased by an additional \$7,500 to offset federal program funding cuts.

The profile of revenue support to Strategic and Community Development Services for 2013 and 2017 is projected as:

	2013	% of Total	2017	% of Total
Property tax revenues	\$2.5M	48%	\$2.9M	60%
Operating revenues	\$2.4M	46%	\$1.7M	34%
Use of Reserve Funds	\$0.0M	0%	\$0.0M	0%
Long Term Debt	\$0.0M	0%	\$0.0M	0%
Interdepartmental recoveries	\$0.3M	6%	\$0.3M	6%
Grants and other (Capital)	\$0.0M	0%	\$0.0M	0%
Total sources of revenue	\$5.2 M		\$4.9M	

Appendices E-2, E-3

Requisition changes for Electoral Area Community Planning and Regional Growth Strategy services, reflect the gradual application of current accumulated operating surpluses. Staff have spread the accumulated surplus over the next five years to achieve a relatively flat line tax rate increase. Without this allocation the tax requisition could be lower in 2013, but it results in a much larger single year impact in future. For example if the 2013 requisition was reduced to 1%, it in turn creates a need for a 10.5% increase in 2015 to offset core operating costs.

Operating expenditures are projected with no significant changes over the plan horizon with the exception of wages and benefits which reflect the current collective agreement and an assumption of modest increases after 2013. There are no new staff positions or other program changes projected up to 2017 at this time.

Appendix E-4

Building Inspection services are entirely funded by permit fees and there is no tax requisition.

Revenue growth in 2012 was better than forecast however staff remain cautious for 2013 in the face of continuing economic uneasiness. Revenues in future years are projected to increase at 5.3% (general market growth and permit fee increase), then by 2% per year through 2016 based on general market growth. The department has been able to set aside \$240,000 in an operating reserve to be available should market conditions deteriorate unexpectedly in the future.

Appendix E-5

Emergency Planning: This department coordinates training for the staff who would be called upon to activate an Emergency Operations Center (EOC) in the event of a disaster, researches and recommends policies and procedures for specialized response requirements (i.e. mass animal carcass disposal), maintains a hazard vulnerability inventory and advises on implementation actions regarding the management of interface fire hazards. The department is responsible under provincial legislation to establish reception centres which direct residents to emergency resources in the event of a disaster. Additionally the department develops neighbourhood capacity to respond to emergency events.

The proposed financial plan for this service projects an increase in 2013 of 8.8% and annual increases of 2.5% to 4% over 2014 to 2017. The original forecast increase for 2013 was 5.5%; however, as a result of cuts to federal funding for Joint Emergency Preparedness Programs (JEPP), and in order to maintain the required programs under legislation, an additional \$7,500 was added to the tax requisition.

At this time the two main drivers of expenditures are plans to complete installation of backup generators at rural reception centres and increase costs to oversee volunteers who participate in the Emergency Social Services (ESS) and Neighbourhood Emergency Preparedness (NEP) programs. Managing volunteers over the distances involved in rural areas has been very challenging. Many jurisdictions have established regularly paid contract coordinators to provide leadership continuity and this is a model under consideration for the Regional District of Nanaimo.

The plan also accounts for a major EOC exercise every five years with the next event delayed to 2017 as a result of the discontinuation of federal funding which previously would fund approximately 50% of the cost.

Recreation and Parks:

Appendices F, F-1

The Recreation and Parks department generates external revenues from its operations. Over the course of the 2013 to 2017 financial plan, total property tax revenues for this division are projected to increase by 3.0%, 4.0%, 4.0%, 3.0% and 3.0%.

The profile of revenue support to Recreation and Parks Services for 2013 and 2017 is projected as:

	2013	% of Total	2017	% of Total
Property tax revenues	\$9.4M	76%	\$10.6M	84%
Operating revenues	\$1.6M	13%	\$1.6M	13%
Use of Reserve Funds	\$0.8M	6%	\$0.4M	3%
Long Term Debt	\$0.0M	0%	\$0.0M	0%
Interdepartmental recoveries	\$0.03M	0%	\$0.03M	0%
Grants and other (Capital)	\$0.6M	5%	\$0.0M	0%
Total sources of revenue	\$12.4M		\$12.6M	

Appendix F-2

Ravensong Aquatic Centre: Requisitions are projected to be 3.5% in 2013 and then relatively flat at 2% to 2.5% annually. Rates for pool rentals and admissions are reviewed annually and at this time the forecast assumes 3% increases in rates as has been the pattern over the last few years. This level of revenue increase will result in a balanced budget.

Major capital improvements were completed over 2010/2011 and therefore only smaller capital upgrades are projected over the next five years. Debt servicing costs will begin to decline in 2016 with the final debt for Ravensong complete in 2017. This will allow for increased transfers to reserves to help fund major capital upgrades in future. There are no anticipated staff or program changes.

Appendix F-3

Oceanside Place: This facility is about 10 years old and short lived asset replacements are expected to result in increased maintenance costs. Additionally the facility faces risks from rising energy costs. Building Operations and Vehicle & Equipment Operations expenditures are forecast to increase at 1% annually.

Approximately \$440,000 is raised annually through facility rental and an additional \$110,000 is raised through admission fees for skating. Rates for ice rentals and admissions are reviewed annually and at this time the forecast assumes 3% increases in rates as has been the pattern over the last few years. This level of revenue increase will result in a balanced budget.

The capital plan for Oceanside Place totals \$797,140 up to 2017. Significant items to be replaced over the next five years include lamps and lighting fixtures (\$100,000), HVAC units (2@ \$50,000), a new Zamboni machine (\$100,000) and the ice plant itself (\$100,000). Debt payments on this facility of \$585,585 per year will not be completed until 2023 leaving a considerable period of time before there is an opportunity within the existing budget envelope to increase contributions to capital reserves.

Appendix F-4

Northern Community Recreation Services: Services include recreation programming for all ages in District 69; developing and delivering summer camps throughout the District; coordination and booking of sportsfields owned by the two municipalities, School District No. 69 and the RDN; funding of sportsfields operational costs by way of agreement with Parksville and Qualicum Beach; District 69 Youth and Community Recreation Grant In Aid Funding; Financial Access programs for those with financial barriers to participation; inclusion support to children with physical or mental challenges; rural area recreation services either direct or by way of a service contract with a non-profit agency (Electoral Area F - Arrowsmith Community Enhancement Society).

Operating expenditures for this department total approximately \$1.2 million annually including the sportsfield sharing noted above (estimated at \$248,000 for 2013 pending final information). Wages & benefits account for 45% of the budget while other direct program costs account for 20% of expenditures. Revenues for the department have declined somewhat in recent years due to changing demographics. This is the 3rd year of implementing the Youth Strategic Plan for this department which has changed the revenue profile as well. Program rates are reviewed annually and at this time the forecast assumes 3% increases as has been the pattern over the last few years.

Appendices F-5, F-6

Regional Parks Operating and Capital: Ongoing operating costs for 12 regional parks and 7 regional trails are funded through an assessment based tax which is forecast to increase by 4.7% in 2013 and then by 8.5%, 8.0%, 6.0% and 5.0% over the next few years. Operating costs and related requisitions for these parks and trails vary depending on timing of management plan renewals, specific projects and new acquisitions.

Acquisitions and significant capital projects for Regional Parks are funded through a \$12.00 parcel tax levied throughout the RDN which raises approximately \$830,000 annually. The only growth in the requisition is from the creation of new parcels through development. Excess funds in this area are transferred to reserve to provide funding for future capital. Current capital plans for this service include ongoing work at Moorecroft, the E&N Trail, the San Pareil Boardwalk, and a Nanaimo River Bridge on the Morden Colliery Trail, as well as debt servicing costs related to the Moorecroft Regional Park purchase.

Other Recreation and Parks Services: The remaining service budgets under Recreation and Parks are relatively stable and changes in requisitions shown on Appendix F-1 reflect location specific projects, for example under Community Parks while managing the absorption of current operating surpluses that offset property tax increases.

In the southern area of the RDN, the department oversees a service contract with the Gabriola Recreation Society for the provision of recreation services in Electoral Area B; coordinates the Electoral Area A Recreation and Culture function which includes provision of recreation grant in aid programs, maintenance/capital funding for the Cedar Heritage Centre; and arranges funding of sportsfields and recreation facilities operating costs by way of agreement with the City of Nanaimo.

Regional and Community Utilities:

Appendices G, G-1

Regional and Community Utilities manages services as diverse as wastewater treatment facilities, water- and sewer utility systems and street lighting. This division is supported by a combination of property taxes and user fees. Over the course of the plan horizon the property tax revenues for this division are projected to increase by 3.3%, 6.4%, 5.0%, 9.0%, 9.0%.

The profile of revenue support to Regional and Community Utilities for 2013 and 2017 is projected as:

	2013	% of Total	2017	% of Total
Property tax revenues	\$12.9M	50%	\$17.3M	30%
Operating revenues	\$1.7M	6%	\$1.8M	3%
Use of Reserve Funds	\$9.5M	37%	\$18.8M	32%
Long Term Debt	\$0.8M	3%	\$20.0M	35%
Interdepartmental recoveries	\$0.8M	3%	\$0.1M	0%
Grants and other (Capital)	\$0.2M	1%	\$0.0M	0%
Total sources of revenue	\$25.9M		\$58.0M	

Appendix G-2, G-3

Wastewater Services: The Nanaimo wastewater treatment plant will undergo significant capital improvements over the next five years, culminating in completion of an expansion and upgrade to secondary treatment in 2018 as mandated by the Province. The projected cost for this project is \$61 million. Funding for the capital plan is forecast to be provided by using \$40.0 million from a combination of general reserves and Development Cost Charge collections, with the remainder financed by long term debt (\$21 million).

The Southern Community plan forecasts annual increases of 2.0%, 6.0%, 6.0%, 14.9% and 15.0%. This level of funding will allow approximately \$1.7 to 2 million annually to be set aside as reserves, reducing long term borrowing.

The next expansion and upgrade of the Northern Community wastewater treatment plant is scheduled over 2016 to 2018. The anticipated cost for the expansion is \$32 million. The requisition for this plant also increases at 3.5% in 2013 and then 6.0% annually providing room to set aside approximately \$0.7 to \$1.7 million annually into capital reserves to reduce long term borrowing.

The risks to the plans for both of these plants include slower development and lower DCC revenues. Moving the projects further into the future provides more time to collect Development Cost Charges however, there will be a limit to deferring construction as without the expansions and upgrades, further development cannot take place.

Appendix G-4, G-5

Nanose Bay and French Creek Bulk Water: The Regional District participates in the Arrowsmith and Englishman River Water Services - two joint ventures to build and operate a bulk water system for the City of Parksville, Town of Qualicum Beach, Nanose Bay peninsula in Electoral Area E, and portions of French Creek in Electoral Area G. The next stage of developing the water storage and supply system will be cost shared between the City of Parksville and the RDN. An intake on the Englishman River, a

treatment plant and storage reservoirs are being designed with construction anticipated by 2015/2016. Total costs are estimated at \$37.5 million with the Regional District's share at \$9.75 million. The French Creek area's share of the work is being reviewed and may be reduced to participation in the Arrowsmith Water Service venture only. This will result in a change to Nanoose Bay's participation in the Englishman River venture; however, these changes are still being implemented and are not fully reflected in the current plans.

Appendix G-6

Drinking Water/Watershed Protection: The local municipalities joined the Drinking Water/Watershed Protection function in 2012 resulting in a significant reduction to the parcel tax for electoral areas from \$18.00 in 2011 to \$10.00 in 2012, \$9.00 in 2013 and ending at \$8.00 in 2014. The municipalities will see their participation increase to match this \$8.00 amount over 2012-2018. This phase-in of municipal participation is the source of the tax change for this area with an 8.4% increase in 2013 a result of the increased municipal participation only.

Transportation Services and Solid Waste Management:

Appendix H, H-1

The Transportation Services and Solid Waste Management division generates approximately 65% of the total operating revenues reported in the overall Regional District budget. Over the course of 2013 to 2017, total property tax revenues for this division are projected to increase by 6.6%, 8.9%, 6.4%, 4.6% and 3.8%. The tax requisition increases occur under the Transportation Services section as the Solid Waste Management Service represents only 4% of this area's \$8.3 million tax requisition and is almost entirely supported by landfill tipping fees and garbage & recycling user fees.

The profile of revenue support to Transportation and Solid Waste Management for 2013 and 2017 is projected as:

	2013	% of Total	2017	% of Total
Property tax revenues	\$8.3M	23%	\$10.5M	27%
Operating revenues	\$22.4M	61%	\$25.1M	66%
Use of Reserve Funds	\$4.8M	13%	\$1.1M	3%
Long Term Debt	\$0.0M	0%	\$0.4M	1%
Interdepartmental recoveries	\$1.1M	3%	\$1.1M	3%
Grants and other (Capital)	\$0.07M	0%	\$0.0M	0%
Total sources of revenue	\$36.7M		\$38.2M	

Appendices H-2, H-3

Transportation Services: The current Transit Business Plan which covers the period to 2018 has an ambitious goal of doubling transit ridership over that period. While the financial plan includes the expansions outlined in the business plan, the timing of the expansions is dependent on partnership funding from BC Transit.

Property taxes supporting public transit will increase by 6.3% in the South and 11.7% in the North in 2013 as a result of a 5,000 hour expansion to conventional transit (3,500 hours in the North/1,500 hours in the South) as well as a 3,500 hour expansion to custom transit. Beyond 2013, service expansions will be impacted by capital funding requirements for a downtown exchange which is included in the financial

plan for \$2.7 million (\$2 million related to a land purchase and \$0.7 million related to construction). Tax increases in both the Northern and Southern Transit services will be dependent on further service expansions and capital program changes as well as BC Transit cost sharing in capital programs, but they are currently forecast as follows:

- Southern Transit – 6.3%, 10.0%, 7.05, 5.0% and 4.05
- Northern Transit – 11.7% in 2013 and then 3.0% per year through 2017

Capital for the transit system is largely related to the new downtown exchange noted above, along with other exchange upgrades such as Woodgrove and Country Club, and a small allocation for shop related equipment and support vehicles. It is expected that some internal borrowing will be required to participate in a downtown exchange project.

Appendix H-4, H-5

Solid Waste Management: The Regional Landfill/Church Road Transfer Station operations generate approximately \$8 million annually from disposal fees. As a result there is a small tax requisition for this service in the amount of \$348,875.

The Regional Landfill operation is capital intensive. Over the next two years a nature park will be developed on a portion of the closed landfill which will eventually be opened to the public. As part of the long term extension of the use of this site, a berm will be constructed along the north face of the site requiring currently sited administration/equipment maintenance buildings to be relocated. The capital plan up to 2017 is forecast at a cost of \$14 million. Reserves on hand should cover approximately \$9 million. If borrowing is required the Regional District has the authority to proceed directly to securing long term debt under the Waste Management Act.

The Regional District has an agreement with a private business, located on the landfill site, to use methane gas from the landfill as a source of electricity and eventually to generate revenues by transferring electricity back to the grid. The financial plan includes \$50,000 in new revenues commencing in 2014.

Residential Garbage Collection and Recycling: Residential food waste, garbage and recyclables curbside collection is entirely funded by direct billed user fees. The 2013 fee is proposed at \$147.75 (net of prompt payment discount) per household. Currently, the Regional District oversees a contract for collection services in the City of Parksville, Town of Qualicum Beach (partial service), District of Lantzville and the region's seven electoral areas. The City of Nanaimo offers similar collection services directly to its residents but works closely with the Regional District on solid waste reduction and recycling programs.

Rates are forecast to rise at 2.5% to 3.0% over 2014 to 2017 to maintain a balanced budget for this service.

ALTERNATIVES:

1. Receive the report on the revised 2013 budget and proposed 2013 to 2017 financial plan, and direct staff to prepare the financial plan bylaw on that basis.
2. Recommend further adjustments to the 2013 budget and/or the 2013 to 2017 financial plan, and direct staff to prepare the financial plan bylaw on an amended basis.

FINANCIAL IMPLICATIONS:

Alternative 1

As noted above total tax revenues are forecast at \$49.2 million dollars by 2017. This represents an average increase of consolidated tax revenues of approximately 4.1% annually. The financial plan includes the impacts of commencing major expansions and upgrades at the Nanaimo and French Creek wastewater treatment plants, further development of bulk water infrastructure under the Englishman River Joint Venture, re-development of portions of the regional landfill site on Cedar Road in Nanaimo as a nature park, and development of a downtown exchange for transit services.

The capital plans for all departments in the Regional District total upwards of \$137 million. The plans presented here attempt to strike a balance between taxation and the cost of debt financing for this infrastructure. In this financial plan approximately \$83 million will be accumulated through property taxes and set aside as reserves, equivalent to 60% of the total amount required for capital work in the next five years.

Each cycle of five year plans brings more certainty on costs as well as on the specific timing for major projects. Staff believe the 2013 to 2017 financial plan is accurate and realistic and provides the Board with a strong planning document for evaluating alternatives and opportunities which may present themselves over the next five years.

Further amendments to the financial plan must be approved and adopted no later than March 26, 2013 to meet our statutory deadline.

SUMMARY/CONCLUSIONS:

The 2013 proposed budget has been amended as previously recommended, as well as for the finalization of 2012 operating results. Final adjustments will be made during the month of February as additional information is received.

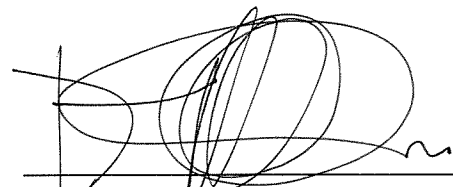
This report has attempted to outline in general terms what will drive the work of the Regional District over the next five years. At this time, staff have no further recommendations with respect to the 2013 budget or the financial plan, and recommend that the plan presented here form the basis for a bylaw adopting the financial plan on March 26, 2013.

RECOMMENDATION:

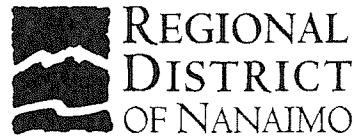
1. That the Board receive the report on the 2013 budget as amended and the 2013 to 2017 financial plan and direct staff to prepare the financial plan bylaw on that basis.



Report Writer



C.A.O. Concurrence



Summary of Tax Revenues/Municipal Participation Agreements

	2012 Approved	2013 Original Proposed Nov 2012	2013 Updated Proposed Jan 2013
CORPORATE SERVICES			
Corporate Administration	788,305	819,835	816,260
House Numbering	21,500	21,500	21,500
Electoral Areas Admin/Building Policy & Advice	324,520	381,990	366,740
Lantzville Service Participation Agreement	15,985	18,295	16,335
General Grants In Aid	64,053	59,360	946,360
Southern Restorative Justice/Victim Services	10,000	10,000	10,000
Referendums			
Northern Community Justice	77,500	77,579	77,505
Electoral Area A - Community Policing Office	2,000	(2,000)	(2,000)
	1,303,863	1,386,559	2,252,700
DEVELOPMENT SERVICES			
Electoral Area Community & Long Range Planning	1,320,485	1,373,115	1,355,340
Regional Growth Strategy	393,000	424,440	404,940
Emergency Planning	228,605	248,625	248,625
Lantzville Service Participation Agreement	19,578	21,895	20,745
District 68 Search & Rescue	27,000	40,990	40,990
Economic Development - Southern Community	118,892	137,000	137,000
Economic Development - Northern Community	39,906	50,000	40,000
Bylaw Enforcement			
Animal Control - Area A, B, C, Lantzville	60,560	63,590	63,590
Animal Control Area E, G, H	79,630	81,620	81,620
Animal Control Area F	31,055	21,055	21,055
Hazardous Properties	6,990	7,200	7,200
Unightly Premises	6,270	6,770	6,585
Noise Control	34,695	37,190	37,502
	2,366,666	2,513,490	2,465,192
RECREATION & PARKS			
Ravensong Aquatic Centre	2,356,000	2,438,460	2,439,095
Oceanside Place	1,641,675	1,724,150	1,716,565
Northern Community Recreation	915,815	984,090	980,675
Gabriola Island Recreation	90,400	93,110	93,110
Area A Recreation & Culture	125,390	129,150	127,785
Port Theatre/Cultural Centre Contribution	78,902	79,775	79,775
Regional Parks- operating	942,750	1,019,600	986,940
Regional Parks - capital	820,812	824,412	824,412
Electoral Areas Community Parks	822,190	856,870	848,110
	7,793,934	8,149,617	8,096,467
REGIONAL & COMMUNITY UTILITIES			
Southern Wastewater Treatment	4,583,364	4,858,366	4,673,936
Northern Wastewater Treatment	3,295,984	3,533,745	3,405,549
Liquid Waste Management Planning	151,000	151,775	152,625
Drinking Water Protection	383,172	415,352	415,352
	8,413,520	8,959,238	8,647,462
TRANSPORTATION & SOLID WASTE SERVICES			
Southern Community Transit	6,665,345	7,106,150	7,084,380
Northern Community Transit	791,360	892,659	883,944
D69 Custom Transit (Area H)	12,500	12,500	12,500
Descanso Bay Emergency Wharf	5,575	5,685	5,685
Solid Waste Management & Disposal	342,035	348,875	348,875
	7,816,815	8,365,869	8,335,384
GENERAL TAXATION FOR OTHER JURISDICTIONS			
SD 68 Emergency 911	109,245	112,522	119,795
SD 69 Emergency 911	535,175	545,880	545,880
Southern Community Recreation	1,073,035	1,098,965	1,075,348
Northern Community Sportsfield Agreement	243,125	248,000	248,000
Vancouver Island Regional Library	1,650,130	1,742,969	1,742,969
	3,610,710	3,748,336	3,731,992
GENERAL SERVICES PROPERTY TAX REVENUES			
	31,305,508	33,123,109	33,529,197
	6.2%	5.8%	7.1%
LOCAL SERVICE AREA TAX REVENUES			
Duke Point Wastewater Treatment	177,185	190,475	190,475
Northern Community Wastewater -other benefitting areas	696,581	698,375	726,571
Fire Protection Areas	2,835,685	3,014,176	3,005,863
Streetlighting Service Areas	75,185	76,510	76,510
Stormwater Management	9,000	9,450	9,450
Utility Services	3,157,857	3,340,534	3,291,523
	6,951,493	7,329,520	7,300,392
NET PROPERTY TAX REVENUES/MUNICIPAL SERVICE PARTICIPATION AGREEMENTS			
	38,257,001	40,452,629	40,829,589
	6.1%	5.7%	6.7%



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final		2013 Proposed		Change from 2012		Changed Service Levels	Other Jurisdictions	Existing Service Levels
City Of Nanaimo									
General Services Tax cost per \$100,000	12,988,648	14,065,744	1,077,096	8.3%			1,046,082	0	31,014
Regional Parcel Taxes	\$80.20	\$86.70						0	0.2%
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$3.00	\$4.00							
	\$95.20	\$102.70							
	\$8.85	\$7.50							
District of Lantzville									
General Services Tax cost per \$100,000	673,372	703,806	30,434	4.5%			32,202	1,866	(3,634)
Regional Parcel Taxes	\$84.80	\$93.60						0	-0.5%
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$3.00	\$4.00							
	\$99.80	\$109.60							
	\$8.37	\$9.80							
City Of Parksville									
General Services Tax cost per \$100,000	3,923,224	4,255,769	332,545	8.5%			144,886	2,660	184,999
Regional Parcel Taxes	\$147.60	\$161.10						0	4.7%
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$6.00	\$7.00							
District 69 Community Justice	\$3.20	\$3.20							
	\$168.80	\$183.30							
	\$13.66	\$14.50							
Town of Qualicum Beach									
General Services Tax cost per \$100,000	3,044,464	3,162,567	118,103	3.9%			101,114	3,162	13,827
Regional Parcel Taxes	\$143.40	\$150.70						0	0.5%
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$6.00	\$7.00							
District 69 Community Justice	\$3.20	\$3.20							
	\$164.60	\$172.90							
	\$12.65	\$8.30							



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final	2013 Proposed	Change from 2012	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area A						
General Services Tax cost per \$100,000	1,582,487	1,684,427	101,940 6.4%	47,726 3.0%	17,632 1.1%	36,582 2.3%
Regional Parcel Taxes	\$127.20	\$139.00				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$149.20	\$160.00				
	\$5.34	\$10.80				
Electoral Area B						
General Services Tax cost per \$100,000	971,899	1,031,393	59,494 6.1%	38,406 4.0%	8,335 0.9%	12,753 1.3%
Regional Parcel Taxes	\$72.40	\$80.20				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$94.40	\$101.20				
	\$1.73	\$6.80				
Electoral Area C						
General Services Tax cost per \$100,000	900,043	976,510	76,467 8.5%	31,783 3.5%	22,280 2.5%	22,404 2.5%
Regional Parcel Taxes	\$128.90	\$130.60				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$150.90	\$151.60				
	\$7.29	\$0.70				
Electoral Area E						
General Services Tax cost per \$100,000	1,850,382	2,013,423	163,041 8.8%	74,369 4.0%	18,288 1.0%	70,384 3.8%
Regional Parcel Taxes	\$96.50	\$108.00				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community District 69 Community Justice	\$1.30	\$1.65				
	\$3.22	\$3.20				
	\$123.02	\$133.85				
	(\$0.60)	\$10.83				



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final	2013 Proposed	Change from 2012	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area F						
General Services Tax cost per \$100,000	1,745,630	1,848,260	102,630 5.9%	42,389 2.4%	56,218 3.2%	4,023 0.2%
Regional Parcel Taxes	\$129.60	\$143.60				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$156.12	\$169.45				
	(\$4.72)	\$13.33				
Electoral Area G						
General Services Tax cost per \$100,000	2,159,583	2,336,890	177,307 8.2%	71,675 3.3%	24,422 1.1%	81,210 3.8%
Regional Parcel Taxes	\$135.40	\$146.70				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$161.92	\$172.55				
	(\$0.06)	\$10.63				
Electoral Area H						
General Services Tax cost per \$100,000	1,407,779	1,450,412	42,633 3.0%	42,438 3.0%	3,161 0.2%	(2,966) -0.2%
Regional Parcel Taxes	\$130.70	\$143.40				
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$157.22	\$169.25				
	\$5.10	\$12.03				
General Services Tax Revenues	31,247,511	33,529,201				
Local Services Tax Revenues	6.0%	7.3%				
Tax Revenues/Municipal Participation Agreements	6,951,490	7,300,388				
	38,199,001	40,829,589				
	6.0%	6.9%				



2013
MEMBER SUMMARY
ESTIMATED GENERAL SERVICES PROPERTY TAX CHANGE

	City of Nanaimo	District of Lantzville	City of Parksville	Town of Qualicum Beach	Area A Yellowpoint Cassidy	Area B Gabriola Mudge Decourcey Islands	Area C Extension E.Wellington Pleasant Valley	Area E Nanoose Bay	Area F Coombs Hilliers Errington	Area G French Creek San Pareil Surfside	Area H Bowser Deep Bay
General Services Property Tax											
2013	\$ 87	\$ 94	\$ 161	\$ 151	\$ 139	\$ 80	\$ 131	\$ 108	\$ 144	\$ 147	\$ 143
2012	\$ 80	\$ 85	\$ 148	\$ 143	\$ 127	\$ 72	\$ 129	\$ 97	\$ 130	\$ 135	\$ 131
Change per \$100,000	\$ 7	\$ 9	\$ 13	\$ 8	\$ 12	\$ 8	\$ 2	\$ 11	\$ 14	\$ 12	\$ 12
Regional Parcel Taxes											
2013	\$ 16	\$ 16	\$ 22	\$ 22	\$ 21	\$ 21	\$ 21	\$ 26	\$ 26	\$ 26	\$ 26
2012	\$ 15	\$ 15	\$ 21	\$ 21	\$ 22	\$ 22	\$ 22	\$ 26	\$ 26	\$ 26	\$ 26
Change per property	\$ 1	\$ 1	\$ 1	\$ 1	\$ (1)	\$ (1)	\$ (1)	\$ -	\$ -	\$ -	\$ -
Total change at \$100,000	\$ 8	\$ 10	\$ 14	\$ 9	\$ 11	\$ 7	\$ 1	\$ 11	\$ 14	\$ 12	\$ 12
Total change at \$200,000	\$ 15	\$ 19	\$ 27	\$ 17	\$ 23	\$ 15	\$ 3	\$ 22	\$ 28	\$ 24	\$ 24
Total change at \$300,000	\$ 22	\$ 28	\$ 40	\$ 25	\$ 35	\$ 23	\$ 5	\$ 33	\$ 42	\$ 36	\$ 36
Total change at \$400,000	\$ 29	\$ 37	\$ 53	\$ 33	\$ 47	\$ 31	\$ 7	\$ 44	\$ 56	\$ 48	\$ 48



CONSOLIDATED FINANCIAL PLAN
2013 to 2017

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		7.2%	3.6%	5.0%	5.3%	5.3%	
Property taxes	(33,982,340)	(36,548,076)	(37,766,587)	(39,724,327)	(41,916,259)	(44,197,900)	(200,153,149)
Parcel taxes	(3,833,870)	(3,993,062)	(4,230,652)	(4,370,522)	(4,536,332)	(4,710,713)	(21,841,281)
Municipal agreements	(281,993)	(288,451)	(295,697)	(310,765)	(317,939)	(326,052)	(1,538,904)
	(38,098,203)	(40,829,589)	(42,292,936)	(44,405,614)	(46,770,530)	(49,234,665)	(223,533,334)
Operations	(2,496,230)	(2,323,459)	(2,358,728)	(2,384,929)	(2,410,366)	(2,445,458)	(11,922,940)
Interest income	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(750,000)
Transit fares	(4,088,680)	(4,254,765)	(4,308,813)	(4,363,401)	(4,418,535)	(4,474,220)	(21,819,734)
Landfill tipping fees	(8,106,390)	(7,885,000)	(8,279,250)	(8,693,213)	(9,127,874)	(9,401,710)	(43,387,047)
Recreation fees	(407,945)	(401,830)	(413,885)	(426,302)	(439,091)	(452,264)	(2,133,372)
Recreation facility rentals	(547,950)	(538,245)	(554,392)	(571,024)	(588,154)	(605,798)	(2,857,613)
Recreation vending sales	(10,300)	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)	(58,500)
Recreation concession	(4,500)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation - other	(363,475)	(388,060)	(399,702)	(411,693)	(424,043)	(436,764)	(2,060,262)
Utility user fees	(4,679,404)	(5,085,265)	(5,220,734)	(5,354,905)	(5,503,131)	(5,655,576)	(26,819,611)
Operating grants	(5,764,900)	(6,357,876)	(5,929,987)	(6,008,050)	(6,085,809)	(6,164,106)	(30,545,828)
Planning grants	(494,000)	(961,000)	(491,000)	(491,000)	(491,000)	(491,000)	(2,455,000)
Grants in lieu of taxes	(161,180)	(144,145)	(144,145)	(144,145)	(144,145)	(144,145)	(720,725)
Interdepartmental recoveries	(5,954,625)	(6,212,068)	(6,301,785)	(6,387,273)	(6,479,500)	(5,872,654)	(31,253,280)
Miscellaneous	(4,957,165)	(4,435,156)	(4,549,653)	(4,409,149)	(4,289,407)	(4,328,612)	(22,011,977)
Total Operating Revenues	(76,284,947)	(79,982,158)	(81,410,710)	(84,216,398)	(87,337,285)	(89,872,672)	(422,349,223)
Operating Expenditures							
Administration	3,782,487	3,996,335	4,007,482	4,018,741	4,012,359	4,018,513	20,053,430
Fiscal Services	-	-	-	-	-	-	-
Community grants	44,603	990,416	45,417	45,417	45,417	45,417	1,172,084
Legislative	378,535	412,345	453,622	425,312	426,719	468,140	2,186,138
Professional fees	3,093,043	2,539,657	2,332,357	2,248,049	2,205,903	2,168,254	11,494,220
Building Ops	2,792,422	2,890,507	2,915,009	2,943,168	2,976,612	3,008,415	14,733,711
Veh & Equip ops	6,707,380	7,505,724	7,640,398	7,702,232	7,804,427	7,939,302	38,592,083
Operating Costs	15,127,984	15,542,694	15,781,882	16,095,583	18,036,303	19,992,122	85,448,584
Program Costs	693,544	776,421	590,073	596,203	602,449	608,814	3,173,960
Wages & Benefits	25,625,979	27,329,408	27,912,271	28,541,788	29,150,447	29,777,225	142,711,139
Transfer to other govt/org	5,392,507	6,202,378	5,899,726	6,048,663	6,220,533	6,394,922	30,296,222
Contributions to reserve funds	5,373,911	5,229,058	4,803,060	6,212,777	6,884,403	6,599,103	29,728,401
Debt interest	3,891,257	3,760,692	206,001	206,001	206,001	206,001	4,582,996
Total Operating Expenditures	72,903,652	77,175,635	72,587,298	75,083,934	78,571,573	81,226,228	384,174,668
Operating (surplus)/deficit	(3,381,295)	(2,806,523)	(8,823,412)	(9,132,464)	(8,765,712)	(8,646,444)	(38,174,555)
Capital Asset Expenditures							
Capital Expenditures	29,585,777	21,434,466	12,566,145	23,267,904	36,532,486	43,460,576	137,261,577
Transfer from Reserves	(17,815,636)	(15,807,121)	(5,851,197)	(15,384,122)	(24,924,873)	(21,020,963)	(82,988,276)
Grants and Other	(1,163,985)	(852,892)	(995,000)	(479,000)	(63,450)	0	(2,390,342)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	(4,919,545)	(1,300,000)	(2,336,387)	(5,023,606)	(9,600,825)	(20,858,883)	(39,119,701)
Net Capital Assets funded from Operations	5,686,611	3,474,453	3,383,561	2,381,176	1,943,338	1,580,730	12,763,258
Capital Financing Charges							
Existing Debt (principal)	4,289,072	3,840,495	6,789,997	7,087,822	6,762,883	6,295,466	30,776,663
New Debt (principal + interest)			210,091	197,645	443,188	768,904	1,619,828
Total Capital Financing Charges	4,289,072	3,840,495	7,000,088	7,285,467	7,206,071	7,064,370	32,396,491
Net (surplus)/deficit for the year	6,594,388	4,508,425	1,560,237	534,179	383,697	(1,344)	6,985,194
Add: Prior year (surplus)/deficit	(10,860,007)	(9,017,606)	(4,509,181)	(2,948,944)	(2,414,765)	(2,031,068)	(9,017,879)
(Surplus) applied to future years	(4,265,619)	(4,509,181)	(2,948,944)	(2,414,765)	(2,031,068)	(2,032,412)	(2,032,685)



CORPORATE SERVICES
2013 to 2017 FINANCIAL PLAN

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		19%	-8%	4%	3%	3%	
Property taxes	(6,187,484)	(7,395,974)	(6,804,392)	(7,111,961)	(7,352,615)	(7,614,536)	(36,279,478)
Parcel taxes	(209,129)	(233,398)	(249,669)	(252,435)	(255,309)	(258,298)	(1,249,109)
Municipal agreements	(15,985)	(16,335)	(17,413)	(18,649)	(19,208)	(19,784)	(91,389)
	(6,412,598)	(7,645,707)	(7,071,474)	(7,383,045)	(7,627,132)	(7,892,618)	(37,619,976)
Operations	(31,465)	(31,765)	(33,860)	(35,980)	(36,889)	(37,843)	(176,337)
Interest income	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(750,000)
Operating grants	(38,000)	(86,000)	(18,000)	(18,000)	(18,000)	(18,000)	(158,000)
Grants in lieu of taxes	(52,625)	(57,590)	(57,590)	(57,590)	(57,590)	(57,590)	(287,950)
Interdepartmental recoveries	(3,806,885)	(4,053,238)	(4,120,038)	(4,199,374)	(4,285,296)	(4,367,837)	(21,025,783)
Miscellaneous	(4,765,020)	(4,297,860)	(4,387,357)	(4,271,853)	(4,152,111)	(4,191,316)	(21,300,497)
Total Operating Revenues	(15,256,593)	(16,322,160)	(15,838,319)	(16,115,842)	(16,327,018)	(16,715,204)	(81,318,543)
Operating Expenditures							
Administration	259,565	256,594	256,594	256,594	256,594	256,594	1,282,970
Fiscal Services	-	-	-	-	-	-	-
Community grants	44,603	990,416	45,417	45,417	45,417	45,417	1,172,084
Legislative	377,035	411,145	452,422	424,112	425,519	466,940	2,180,138
Professional fees	342,200	261,700	254,200	229,200	229,200	241,700	1,216,000
Building Ops	421,388	433,753	434,939	439,419	446,950	451,567	2,206,628
Veh & Equip ops	406,210	431,272	429,301	368,482	336,529	339,626	1,905,210
Operating Costs	982,194	1,030,844	1,057,398	1,069,191	1,079,065	1,091,199	5,327,697
Program Costs	20,000	9,000	1,000	1,000	1,000	1,000	13,000
Wages & Benefits	3,378,851	3,525,580	3,596,091	3,668,013	3,741,374	3,816,202	18,347,260
Transfer to other govt/org	3,847,765	3,997,938	4,131,017	4,243,027	4,360,768	4,481,421	21,214,171
Contributions to reserve funds	555,090	667,764	606,193	570,640	591,963	360,120	2,796,680
Debt interest	2,790,585	2,633,095	124,001	124,001	124,001	124,001	3,129,099
Total Operating Expenditures	13,425,486	14,649,101	11,388,573	11,439,096	11,638,380	11,675,787	60,790,937
Operating (surplus)/deficit	(1,831,107)	(1,673,059)	(4,449,746)	(4,676,746)	(4,688,638)	(5,039,417)	(20,527,606)
Capital Asset Expenditures							
Capital Expenditures	4,605,215	1,466,500	3,257,750	1,760,225	5,721,300	1,407,900	13,613,675
Transfer from Reserves	(650,500)	(627,500)	(1,125,000)	(910,000)	(1,390,000)	(758,140)	(4,810,640)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	(3,647,560)	(550,000)	(1,850,000)	(700,000)	(4,150,000)	(471,860)	(7,721,860)
Net Capital Assets funded from Operations	307,155	289,000	282,750	150,225	181,300	177,900	1,081,175
Capital Financing Charges							
Existing Debt (principal)	2,093,175	2,004,385	4,438,043	4,509,505	4,519,500	4,580,648	20,052,081
New Debt (principal + interest)			77,754	154,627	62,196	286,884	581,461
Total Capital Financing Charges	2,093,175	2,004,385	4,515,797	4,664,132	4,581,696	4,867,532	20,633,542
Net (surplus)/deficit for the year	569,223	620,326	348,801	137,611	74,358	6,015	1,187,111
Add: Prior year (surplus)/deficit	(1,083,000)	(1,359,460)	(739,134)	(390,333)	(252,722)	(178,364)	(1,357,460)
(Surplus) applied to future years	(513,777)	(739,134)	(390,333)	(252,722)	(178,364)	(172,349)	(170,349)



**CORPORATE SERVICES
2013 to 2017 FINANCIAL PLAN
SUMMARY OF TAX REQUISITIONS**

	2012 Budget		2013 Proposed		2014		2015		2016		2017	
General Government Administration	\$	(788,305)	\$	(816,260)	3.5%	(848,910)	4.0%	(882,866)	4.0%	(918,181)	4.0%	(954,908)
Electoral Areas Administration		(324,520)		(366,740)	13.0%	(388,744)	6.0%	(415,956)	7.0%	(436,754)	5.0%	(458,592)
Grants-in-Aid		(64,053)		(946,360)	1377.5%	(59,360)	-93.7%	(59,360)	0.0%	(59,360)	0.0%	(59,360)
Feasibility Studies		-		-	N/A	-	N/A	-	N/A	-	N/A	-
Referendums		-		-		-		-		-		-
D68 E911		(109,245)		(119,795)	9.7%	(123,389)	3.0%	(125,857)	2.0%	(128,374)	2.0%	(130,941)
D69 E911		(535,175)		(545,880)	2.0%	(556,798)	2.0%	(567,934)	2.0%	(579,293)	2.0%	(590,879)
D69 Community Justice		(77,500)		(77,505)	0.0%	(77,580)	0.1%	(77,580)	0.0%	(77,580)	0.0%	(77,580)
D68 Restorative Justice		(10,000)		(10,000)	0.0%	(10,000)	0.0%	(10,000)	0.0%	(10,000)	0.0%	(10,000)
Cedar Community Policing Office		(2,000)		2,000	New	0	-100.0%	0	#DIV/0!	0	#DIV/0!	0
Fire Protection - Coombs-Hilliers		(346,090)		(353,012)	2.0%	(386,399)	9.5%	(425,039)	10.0%	(446,291)	5.0%	(468,606)
Fire Protection - Dashwood		(392,990)		(415,430)	5.7%	(477,745)	15.0%	(549,407)	15.0%	(565,889)	3.0%	(582,866)
Fire Protection - French Creek		(399,065)		(419,018)	5.0%	(435,779)	4.0%	(448,852)	3.0%	(462,318)	3.0%	(476,188)
Fire Protection - Parksville Local		(104,215)		(100,095)	-4.0%	(98,093)	-2.0%	(98,093)	0.0%	(98,093)	0.0%	(98,093)
Fire Protection - Cassidy		(185,340)		(191,855)	3.5%	(199,530)	4.0%	(207,511)	4.0%	(215,811)	4.0%	(224,443)
Fire Protection - Errington		(268,200)		(312,351)	16.5%	(324,845)	4.0%	(341,087)	5.0%	(358,141)	5.0%	(388,287)
Fire Protection - Extension		(138,960)		(143,125)	3.0%	(160,300)	12.0%	(166,712)	4.0%	(173,380)	4.0%	(180,315)
Fire Protection - Nanoose Bay		(581,250)		(592,990)	2.0%	(604,850)	2.0%	(616,947)	2.0%	(635,455)	3.0%	(654,519)
Fire Protection - Wellington		(60,000)		(61,200)	2.0%	(62,424)	2.0%	(63,672)	2.0%	(64,945)	2.0%	(66,244)
Fire Protection - Bow Horn Bay		(237,980)		(273,249)	14.8%	(286,911)	5.0%	(301,257)	5.0%	(316,320)	5.0%	(332,136)
Fire Protection - Nanaimo River		(17,795)		(17,795)	0.0%	(17,790)	0.0%	(17,792)	0.0%	(17,792)	0.0%	(17,792)
Fire Protection - Meadwood		(103,800)		(125,743)	21.1%	(139,356)	10.8%	(139,358)	0.0%	(139,358)	0.0%	(139,358)
Subtotal Regional District Services		(4,746,483)		(5,886,403)		(5,258,803)		(5,515,280)		(5,703,335)		(5,911,107)
Vancouver Island Regional Library		(1,650,130)		(1,742,969)	5.6%	(1,795,258)	3.0%	(1,849,116)	3.0%	(1,904,589)	3.0%	(1,961,727)
Total Corporate Services	\$	(6,396,613)	\$	(7,629,372)		(7,054,061)		(7,364,396)		(7,607,924)		(7,872,834)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

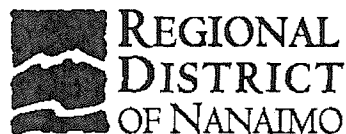
APPENDIX D-2

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Administration							
Operating Revenues							
	4.0%	3.5%	4.0%	4.0%	4.0%	4.0%	
Property taxes	(788,305)	(816,260)	(848,910)	(882,866)	(918,181)	(954,908)	(4,421,125)
Operations	(17,500)	(17,800)	(17,800)	(17,800)	(17,800)	(17,800)	(89,000)
Interest income	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)	(750,000)
Grants in lieu of taxes	(46,000)	(48,000)	(48,000)	(48,000)	(48,000)	(48,000)	(240,000)
Interdepartmental recoveries	(3,648,885)	(3,839,988)	(3,966,788)	(4,046,124)	(4,127,046)	(4,209,587)	(20,189,533)
Miscellaneous	(152,470)	(102,470)	(102,470)	(102,470)	(102,470)	(102,470)	(512,350)
							0
							0
Total Operating Revenues	(4,803,160)	(4,974,518)	(5,133,968)	(5,247,260)	(5,363,497)	(5,482,765)	(26,202,008)
Operating Expenditures							
Administration	115,725	122,669	122,669	122,669	122,669	122,669	613,345
Legislative	267,265	283,405	283,405	283,405	283,405	283,405	1,417,025
Professional fees	328,950	240,950	233,450	208,450	208,450	220,950	1,112,250
Building Ops	305,968	327,243	327,243	330,515	337,125	340,496	1,662,622
Veh & Equip ops	144,800	161,655	161,655	161,655	161,655	161,655	808,275
Operating Costs	481,744	499,609	524,605	529,851	535,150	540,502	2,629,717
Program Costs	-	1,000	1,000	1,000	1,000	1,000	5,000
Wages & Benefits	3,151,356	3,320,920	3,387,338	3,455,085	3,524,187	3,594,671	17,282,201
Contributions to reserve funds	153,410	136,355	96,355	96,355	66,355	66,355	461,775
Total Operating Expenditures	4,949,218	5,093,806	5,137,720	5,188,985	5,239,996	5,331,703	25,992,210
Operating (surplus)/deficit	146,058	119,288	3,752	(58,275)	(123,501)	(151,062)	(209,798)
Capital Asset Expenditures							
Capital Expenditures	333,000	427,500	432,750	332,725	1,004,300	218,400	2,415,675
Transfer from Reserves	(135,000)	(185,000)	(165,000)	(200,000)	(870,000)	(80,000)	(1,500,000)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	198,000	242,500	267,750	132,725	134,300	138,400	915,675
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	344,058	361,788	271,502	74,450	10,799	(12,662)	705,877
Add: Prior year (surplus)/deficit	(516,580)	(769,987)	(408,199)	(136,697)	(62,247)	(51,448)	(769,987)
(Surplus) applied to future years	(172,522)	(408,199)	(136,697)	(62,247)	(51,448)	(64,110)	(64,110)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX D-3

Electoral Areas Administration	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
Property taxes	3.7%	13.0%	6.0%	7.0%	5.0%	5.0%	
Municipal agreements	(324,520)	(366,740)	(388,744)	(415,956)	(436,754)	(458,592)	(2,066,786)
Operating grants	(15,985)	(16,335)	(17,413)	(18,649)	(19,208)	(19,784)	(91,389)
Interdepartmental recoveries	(38,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(90,000)
Miscellaneous	(158,000)	(213,250)	(153,250)	(153,250)	(158,250)	(158,250)	(836,250)
Total Operating Revenues	0	0	(40,000)	0	0	(40,000)	(80,000)
	(536,505)	(614,325)	(617,407)	(605,855)	(632,212)	(694,626)	(3,164,425)
Operating Expenditures							
Administration	63,485	51,820	51,820	51,820	51,820	51,820	259,100
Legislative	109,770	127,740	169,017	140,707	142,114	183,535	763,113
Professional fees	12,150	9,500	9,500	9,500	9,500	9,500	47,500
Building Ops	20,400	22,010	22,010	22,010	22,010	22,010	110,050
Veh & Equip ops	5,540	5,540	5,540	5,540	5,540	5,540	27,700
Operating Costs	171,160	172,513	172,513	172,513	172,513	172,513	862,565
Program Costs	20,000	8,000	0	0	0	0	8,000
Wages & Benefits	227,495	204,660	208,753	212,928	217,187	221,531	1,065,059
Contributions to reserve funds	1,195	1,195	4,792	9,356	12,175	12,175	39,693
Debt interest	0	0	0	0	0	0	-
Total Operating Expenditures	631,195	602,978	643,945	624,374	632,859	678,624	3,182,780
Operating (surplus)/deficit	94,690	(11,347)	26,538	18,519	647	(16,002)	18,355
Capital Asset Expenditures							
Capital Expenditures	26,250	2,500	15,000	17,500	22,000	14,500	71,500
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	26,250	2,500	15,000	17,500	22,000	14,500	71,500
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	120,940	(8,847)	41,538	36,019	22,647	(1,502)	89,855
Add: Prior year (surplus)/deficit	(148,750)	(95,082)	(103,929)	(62,391)	(26,372)	(3,725)	(95,082)
(Surplus) applied to future years	(27,810)	(103,929)	(62,391)	(26,372)	(3,725)	(5,227)	(5,227)



STRATEGIC AND COMMUNITY DEVELOPMENT
2013 to 2017 FINANCIAL PLAN

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		11.5%	5.0%	4.6%	4.4%	3.7%	
Property taxes	(2,206,485)	(2,441,336)	(2,559,730)	(2,679,155)	(2,798,483)	(2,903,838)	(13,382,542)
Parcel taxes	0	(21,240)	(26,555)	(26,555)	(26,555)	(26,555)	(127,460)
Municipal agreements	(22,883)	(24,116)	(25,324)	(26,597)	(27,902)	(28,668)	(132,607)
	(2,229,368)	(2,486,692)	(2,611,609)	(2,732,307)	(2,852,940)	(2,959,061)	(13,642,609)
Operations	(1,045,375)	(1,108,115)	(1,128,989)	(1,150,274)	(1,171,978)	(1,203,264)	(5,762,620)
Operating grants	(392,810)	(418,196)	(56,607)	(57,443)	(57,443)	(57,443)	(647,132)
Planning grants	(491,000)	(961,000)	(491,000)	(491,000)	(491,000)	(491,000)	(2,455,000)
Grants in lieu of taxes	(135)	(135)	(135)	(135)	(135)	(135)	(675)
Interdepartmental recoveries	(253,415)	(261,957)	(274,065)	(280,217)	(286,522)	(292,985)	(1,395,746)
Miscellaneous	(91,120)	(500)	(25,500)	(500)	(500)	(500)	(27,500)
Total Operating Revenues	(4,503,223)	(5,236,595)	(4,587,905)	(4,711,876)	(4,860,518)	(5,004,388)	(23,931,282)
Operating Expenditures							
Administration	436,450	429,240	429,240	429,240	429,240	429,240	2,146,200
Community grants	0	0	0	0	0	0	0
Legislative	0	0	0	0	0	0	0
Professional fees	547,250	437,558	467,237	417,929	415,783	415,634	2,154,141
Building Ops	72,813	72,513	72,513	72,513	72,513	72,513	362,565
Veh & Equip ops	70,840	79,855	80,398	80,952	81,517	82,093	404,815
Operating Costs	961,714	1,030,017	983,717	990,463	999,421	1,045,076	5,048,694
Program Costs	106,020	257,102	90,000	90,000	90,000	90,000	617,102
Wages & Benefits	2,313,089	2,408,431	2,456,600	2,505,732	2,555,846	2,606,963	12,533,572
Transfer to other govt/org	9,930	647,300	191,300	204,300	217,300	232,300	1,022,500
Contributions to reserve funds	136,255	99,490	38,997	34,178	51,561	26,086	250,312
Debt interest	0	0	0	0	0	0	0
Total Operating Expenditures	4,654,361	5,461,506	4,810,002	4,825,307	4,913,181	4,999,905	24,539,901
Operating (surplus)/deficit	151,138	224,911	222,097	113,431	52,663	(4,483)	608,619
Capital Asset Expenditures							
Capital Expenditures	456,740	245,350	69,800	142,500	34,000	27,750	519,400
Transfer from Reserves	(72,000)	0	(55,500)	(67,000)	0	0	(122,500)
Grants and Other	(42,155)	(2,190)	0	0	0	0	(2,190)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	342,585	243,160	14,300	75,500	34,000	27,750	394,710
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	493,723	468,071	236,397	188,931	86,663	23,267	1,003,329
Add: Prior year (surplus)/deficit	(1,157,520)	(1,152,608)	(684,537)	(448,140)	(259,209)	(172,546)	(1,154,881)
(Surplus) applied to future years	(663,797)	(684,537)	(448,140)	(259,209)	(172,546)	(149,279)	(151,552)



STRATEGIC AND COMMUNITY DEVELOPMENT
2013 to 2017 FINANCIAL PLAN
SUMMARY OF TAX REQUISITIONS

	2012 Budget	2013 Forecast	2014	2015	2016	2017
Current & Long Range Planning	(1,320,485)	(1,355,340)	(1,409,554)	(1,465,936)	(1,524,573)	(1,577,933)
Regional Growth Strategy	(393,000)	(404,940)	(435,311)	(467,959)	(503,056)	(523,178)
House Numbering	(21,500)	(21,500)	(21,500)	(21,500)	(21,500)	(21,500)
Economic Development - Southern	(118,892)	(137,000)	(150,000)	(163,000)	(176,000)	(191,000)
Economic Development - Northern	(39,907)	(40,000)	(50,000)	(50,000)	(50,000)	(50,000)
Emergency Planning	(228,605)	(248,625)	(257,327)	(267,620)	(274,311)	(285,283)
D68 Search & Rescue	(27,000)	(40,990)	(40,981)	(41,165)	(41,165)	(41,165)
Animal Control - Electoral Areas A,B,C,Lantzville	(60,560)	(63,590)	(68,041)	(70,763)	(72,886)	(75,073)
Animal Control Electoral Areas E,G,H	(79,630)	(81,620)	(83,661)	(85,753)	(87,468)	(89,217)
Animal Control Electoral Area F	(31,055)	(21,055)	(20,055)	(20,456)	(20,865)	(21,282)
Hazardous Properties	(6,990)	(7,200)	(7,416)	(7,638)	(7,867)	(8,103)
Unightly Premises	(6,270)	(6,585)	(6,914)	(7,260)	(7,623)	(8,157)
Noise Control A	(5,020)	(5,720)	(6,449)	(7,207)	(7,928)	(8,356)
Noise Control B	(8,095)	(8,661)	(9,007)	(9,097)	(9,188)	(9,280)
Noise Control C	(3,695)	(3,770)	(3,845)	(3,922)	(3,961)	(4,001)
Noise Control D	-	-	-	-	-	-
Noise Control E	(6,335)	(7,570)	(7,646)	(7,684)	(7,722)	(7,761)
Noise Control F	-	-	-	-	-	-
Noise Control G	(8,245)	(8,410)	(8,578)	(8,750)	(8,925)	(9,104)
Noise Control H	-	-	-	-	-	-
	\$ (2,365,284)	\$ (2,462,576)	\$ (2,586,285)	\$ (2,705,710)	\$ (2,825,038)	\$ (2,930,393)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX E-2

Electoral Area Planning	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	4.0%	2.6%	4.0%	4.0%	4.0%	3.5%	
Property taxes	(1,320,485)	(1,355,340)	(1,409,554)	(1,465,936)	(1,524,573)	(1,577,933)	(7,333,336)
Operations	(91,000)	(81,300)	(82,520)	(83,758)	(85,014)	(85,014)	(417,606)
Operating grants	(50,000)	0	0	0	0	0	0
Interdepartmental recoveries	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(25,000)
Miscellaneous	(500)	(500)	(500)	(500)	(500)	(500)	(2,500)
Total Operating Revenues	(1,466,985)	(1,442,140)	(1,497,574)	(1,555,194)	(1,615,087)	(1,668,447)	(7,778,442)
Operating Expenditures							
Administration	311,605	310,440	310,440	310,440	310,440	310,440	1,552,200
Professional fees	140,000	91,000	70,000	70,000	70,000	70,000	371,000
Building Ops	37,313	37,313	37,313	37,313	37,313	37,313	186,565
Veh & Equip ops	30,490	32,850	32,850	32,850	32,850	32,850	164,250
Operating Costs	172,458	171,208	172,920	174,649	176,395	176,395	871,567
Wages & Benefits	931,915	963,252	982,517	1,002,167	1,022,210	1,042,654	5,012,800
Contributions to reserve funds	34,125	21,125	1,125	1,125	1,125	1,125	25,625
Total Operating Expenditures	1,657,906	1,627,188	1,607,165	1,628,544	1,650,333	1,670,777	8,184,007
Operating (surplus)/deficit	190,921	185,048	109,591	73,350	35,246	2,330	405,565
Capital Asset Expenditures							
Capital Expenditures	7,150	20,650	3,700	12,500	12,250	9,750	58,850
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	7,150	20,650	3,700	12,500	12,250	9,750	58,850
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	198,071	205,698	113,291	85,850	47,496	12,080	464,415
Add: Prior year (surplus)/deficit	(408,300)	(467,731)	(262,033)	(148,742)	(62,892)	(15,396)	(467,731)
(Surplus) applied to future years	(210,229)	(262,033)	(148,742)	(62,892)	(15,396)	(3,316)	(3,316)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX E-3

Regional Growth Strategy	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
Property taxes	9.5% (393,000)	3.0% (404,940)	7.5% (435,311)	7.5% (467,959)	7.5% (503,056)	4.0% (523,178)	(2,334,444)
Total Operating Revenues	<u>(393,000)</u>	<u>(404,940)</u>	<u>(460,311)</u>	<u>(467,959)</u>	<u>(503,056)</u>	<u>(523,178)</u>	<u>(2,359,444)</u>
Operating Expenditures							
Administration	32,050	37,680	37,680	37,680	37,680	37,680	188,400
Professional fees	72,500	37,500	87,500	37,500	35,500	35,500	233,500
Building Ops	4,900	4,900	4,900	4,900	4,900	4,900	24,500
Veh & Equip ops	1,300	5,915	5,915	5,915	5,915	5,915	29,575
Operating Costs	105,710	109,550	109,550	109,550	109,550	109,550	547,750
Wages & Benefits	288,885	299,825	305,822	311,938	318,177	324,541	1,560,303
Contributions to reserve funds	750	26,250	1,250	1,250	1,250	1,250	31,250
Total Operating Expenditures	<u>506,095</u>	<u>521,620</u>	<u>552,617</u>	<u>508,733</u>	<u>512,972</u>	<u>519,336</u>	<u>2,615,278</u>
Operating (surplus)/deficit	<u>113,095</u>	<u>116,680</u>	<u>92,306</u>	<u>40,774</u>	<u>9,916</u>	<u>(3,842)</u>	<u>255,834</u>
Capital Asset Expenditures							
Capital Expenditures	0	0	600	5,000	1,250	1,250	8,100
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operat	<u>0</u>	<u>0</u>	<u>600</u>	<u>5,000</u>	<u>1,250</u>	<u>1,250</u>	<u>8,100</u>
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net (surplus)/deficit for the year	<u>113,095</u>	<u>116,680</u>	<u>92,906</u>	<u>45,774</u>	<u>11,166</u>	<u>(2,592)</u>	<u>263,934</u>
Add: Prior year (surplus)/deficit	<u>(310,875)</u>	<u>(269,784)</u>	<u>(153,104)</u>	<u>(60,198)</u>	<u>(14,424)</u>	<u>(3,258)</u>	<u>(269,784)</u>
(Surplus) applied to future years	<u>(197,780)</u>	<u>(153,104)</u>	<u>(60,198)</u>	<u>(14,424)</u>	<u>(3,258)</u>	<u>(5,850)</u>	<u>(5,850)</u>

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX E-4

Building Inspection	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	0.0%	5.3%	2.0%	2.0%	2.0%	3.0%	
Operations	(933,275)	(982,715)	(1,002,369)	(1,022,416)	(1,042,864)	(1,074,150)	(5,124,514)
Operating grants	0	(14,200)	(14,200)	(14,200)	(14,200)	(14,200)	(71,000)
Planning grants	0	0	0	0	0	0	0
Grants in lieu of taxes	0	0	0	0	0	0	0
Interdepartmental recoveries	(225,415)	(233,957)	(246,065)	(252,217)	(258,522)	(264,985)	(1,255,746)
Total Operating Revenues	(1,158,690)	(1,230,872)	(1,262,634)	(1,288,833)	(1,315,586)	(1,353,335)	(6,451,260)
Operating Expenditures							
Administration	41,925	30,260	30,260	30,260	30,260	30,260	151,300
Professional fees	2,500	1,500	1,500	1,500	1,500	1,500	7,500
Veh & Equip ops	25,450	27,140	27,683	28,237	28,802	29,378	141,240
Operating Costs	190,280	249,449	196,943	198,912	200,901	202,910	1,049,115
Program Costs	20,000	20,000	20,000	20,000	20,000	20,000	100,000
Wages & Benefits	946,475	982,185	1,001,829	1,021,866	1,042,303	1,063,149	5,111,332
Contributions to reserve funds	56,000	28,500	8,500	2,500	2,500	2,500	44,500
Total Operating Expenditures	1,282,630	1,339,034	1,286,715	1,303,275	1,326,266	1,349,697	6,604,987
Operating (surplus)/deficit	123,940	108,162	24,081	14,442	10,680	(3,638)	153,727
Capital Asset Expenditures							
Capital Expenditures	59,250	1,250	17,500	47,500	20,500	16,750	103,500
Transfer from Reserves	(30,000)	0	(12,500)	(30,000)	0	0	(42,500)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	29,250	1,250	5,000	17,500	20,500	16,750	61,000
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	153,190	109,412	29,081	31,942	31,180	13,112	214,727
Add: Prior year (surplus)/deficit	(376,080)	(334,346)	(224,934)	(195,853)	(163,911)	(132,731)	(334,346)
(Surplus) applied to future years	(222,890)	(224,934)	(195,853)	(163,911)	(132,731)	(119,619)	(119,619)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX E-5

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Emergency Planning							
Operating Revenues							
Property taxes	11.9%	8.8%	3.5%	4.0%	2.5%	4.0%	
	(228,605)	(248,625)	(257,327)	(267,620)	(274,311)	(285,283)	(1,333,166)
Municipal agreements	(19,578)	(20,745)	(21,886)	(23,090)	(24,360)	(25,091)	(115,172)
Operating grants	(64,400)	(149,000)	0	0	0	0	(149,000)
Miscellaneous	(90,620)	0	0	0	0	0	0
Total Operating Revenues	(403,203)	(418,370)	(279,213)	(290,710)	(298,671)	(310,374)	(1,597,338)
Operating Expenditures							
Administration	30,270	33,040	33,040	33,040	33,040	33,040	165,200
Professional fees	26,750	33,935	34,614	35,306	36,012	36,732	176,599
Building Ops	1,600	1,300	1,300	1,300	1,300	1,300	6,500
Veh & Equip ops	13,600	13,950	13,950	13,950	13,950	13,950	69,750
Operating Costs	29,416	32,300	32,503	32,828	33,485	74,155	205,271
Program Costs	74,020	162,245	0	0	0	0	162,245
Wages & Benefits	115,814	122,206	124,650	127,143	129,686	132,280	635,965
Transfer to other govt/org	6,500	8,000	9,000	9,000	9,000	9,000	44,000
Contributions to reserve funds	12,615	22,615	22,615	22,615	37,615	12,615	118,075
Total Operating Expenditures	310,585	429,591	271,672	275,182	294,088	313,072	1,583,605
Operating (surplus)/deficit	(92,618)	11,221	(7,541)	(15,528)	(4,583)	2,698	(13,733)
Capital Asset Expenditures							
Capital Expenditures	176,930	10,040	48,000	77,500	0	0	135,540
Transfer from Reserves	(42,000)	0	(43,000)	(37,000)	0	0	(80,000)
Grants and Other	(42,155)	(2,190)	0	0	0	0	(2,190)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	92,775	7,850	5,000	40,500	0	0	53,350
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	157	19,071	(2,541)	24,972	(4,583)	2,698	39,617
Add: Prior year (surplus)/deficit	(7,670)	(42,334)	(23,263)	(25,804)	(832)	(5,415)	(42,334)
(Surplus) applied to future years	(7,513)	(23,263)	(25,804)	(832)	(5,415)	(2,717)	(2,717)



RECREATION AND PARKS SERVICES
2013 to 2017 FINANCIAL PLAN

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		3%	4%	4%	3%	3%	
Property taxes	(8,612,305)	(8,916,443)	(9,249,685)	(9,579,667)	(9,847,053)	(10,109,995)	(47,702,843)
Parcel taxes	(254,664)	(255,372)	(256,572)	(257,772)	(258,972)	(260,172)	(1,288,860)
Municipal agreements	(243,125)	(248,000)	(252,960)	(265,519)	(270,829)	(277,600)	(1,314,908)
	(9,110,094)	(9,419,815)	(9,759,217)	(10,102,958)	(10,376,854)	(10,647,767)	(50,306,611)
Operations	(555,800)	(39,880)	(39,880)	(39,880)	(39,880)	(39,880)	(199,400)
Recreation fees	(407,945)	(401,830)	(413,885)	(426,302)	(439,091)	(452,264)	(2,133,372)
Recreation facility rentals	(547,950)	(538,245)	(554,392)	(571,024)	(588,154)	(605,798)	(2,857,613)
Recreation vending sales	(10,300)	(11,700)	(11,700)	(11,700)	(11,700)	(11,700)	(58,500)
Recreation concession	(4,500)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation - other	(363,475)	(388,060)	(399,702)	(411,693)	(424,043)	(436,764)	(2,060,262)
Operating grants	(163,575)	(82,165)	(7,165)	(7,165)	(7,165)	(7,165)	(110,825)
Planning grants	(3,000)	0	0	0	0	0	0
Grants in lieu of taxes	(1,150)	(1,150)	(1,150)	(1,150)	(1,150)	(1,150)	(5,750)
Interdepartmental recoveries	(30,555)	(30,900)	(30,900)	(30,900)	(30,900)	(30,900)	(154,500)
Miscellaneous	(94,240)	(84,071)	(84,071)	(84,071)	(84,071)	(84,071)	(420,355)
Total Operating Revenues	(11,292,584)	(11,001,816)	(11,306,062)	(11,690,843)	(12,007,008)	(12,321,459)	(58,327,188)
Operating Expenditures							
Administration	511,220	516,629	516,629	516,629	516,629	516,629	2,583,145
Community grants	0	0	0	0	0	0	0
Legislative	1,500	1,200	1,200	1,200	1,200	1,200	6,000
Professional fees	245,500	249,000	120,000	160,000	120,000	120,000	769,000
Building Ops	822,461	869,018	878,284	887,696	899,122	908,880	4,443,000
Veh & Equip ops	212,609	205,421	208,886	209,861	210,845	211,839	1,046,852
Operating Costs	901,623	857,419	855,021	871,743	889,037	929,586	4,402,806
Program Costs	406,954	379,249	368,003	374,133	380,379	386,744	1,888,508
Wages & Benefits	3,853,591	4,055,634	4,136,745	4,254,477	4,343,107	4,429,970	21,219,933
Transfer to other govt/org	1,534,812	1,557,140	1,577,409	1,601,336	1,642,465	1,681,201	8,059,551
Debt interest	690,605	709,620	82,000	82,000	82,000	82,000	1,037,620
Contributions to reserve funds	634,925	766,197	559,383	695,671	963,351	2,168,793	5,153,395
Total Operating Expenditures	9,815,800	10,166,527	9,303,560	9,654,746	10,048,135	11,436,842	50,609,810
Operating (surplus)/deficit	(1,476,784)	(835,289)	(2,002,502)	(2,036,097)	(1,958,873)	(884,617)	(7,717,378)
Capital Asset Expenditures							
Capital Expenditures	2,128,640	1,645,317	1,572,736	1,444,300	989,425	555,670	6,207,448
Transfer from Reserves	(1,006,000)	(816,977)	(640,000)	(946,774)	(543,917)	(385,000)	(3,332,668)
Grants and Other	(578,910)	(566,962)	(525,000)	(150,000)	0	0	(1,241,962)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	543,730	261,378	407,736	347,526	445,508	170,670	1,632,818
Capital Financing Charges							
Existing Debt (principal)	1,845,642	1,483,075	1,759,095	1,758,996	1,390,252	692,642	7,084,060
New Debt (principal + interest)			0	0	0	0	0
Total Capital Financing Charges	1,845,642	1,483,075	1,759,095	1,758,996	1,390,252	692,642	7,084,060
Net (surplus)/deficit for the year	912,588	909,164	164,329	70,425	(123,113)	(21,305)	999,500
Add: Prior year (surplus)/deficit	(1,262,890)	(1,332,571)	(423,407)	(259,078)	(188,653)	(311,766)	(1,332,571)
(Surplus) applied to future years	(350,302)	(423,407)	(259,078)	(188,653)	(311,766)	(333,071)	(333,071)



RECREATION & PARKS
2013 to 2017 FINANCIAL PLAN
SUMMARY OF TAX REQUISITION

	2012 Budget	2013	2014	2015	2016	2017
Ravensong Aquatic Center	\$ (2,356,000)	\$ (2,439,095)	\$ (2,487,877)	\$ (2,550,074)	\$ (2,601,075)	\$ (2,653,097)
Oceanside Place	(1,641,675)	(1,716,565)	(1,776,645)	(1,838,828)	(1,893,993)	(1,941,343)
Northern Community Recreation	(915,815)	(980,675)	(1,032,709)	(1,073,690)	(1,105,901)	(1,139,078)
Northern Community Recreation - Sportsfields	(243,125)	(248,000)	(252,960)	(265,519)	(270,829)	(277,600)
Gabriola Island Recreation	(90,400)	(93,110)	(96,369)	(100,224)	(104,233)	(108,402)
Area A Recreation	(125,390)	(127,785)	(131,619)	(135,568)	(139,635)	(143,824)
Southern Community Recreation	(1,073,035)	(1,075,348)	(1,125,540)	(1,164,770)	(1,180,984)	(1,209,581)
Regional Parks - Operations	(942,750)	(986,940)	(1,070,830)	(1,156,496)	(1,225,886)	(1,287,180)
Regional Parks - Capital	(820,812)	(824,412)	(829,212)	(834,012)	(838,812)	(843,612)
Community Park Area A	(123,340)	(125,240)	(127,745)	(130,300)	(132,906)	(135,564)
Community Park Area B	(172,265)	(175,345)	(179,729)	(184,222)	(188,828)	(193,549)
Community Park Area C	(54,795)	(55,595)	(57,819)	(60,132)	(65,037)	(66,988)
Community Park Area C(Pleasant Valley/E. Wellington)	(67,950)	(71,830)	(73,626)	(75,467)	(77,354)	(79,288)
Community Park Area E	(86,285)	(95,360)	(99,174)	(103,141)	(107,267)	(110,485)
Community Park Area F	(93,665)	(97,890)	(101,806)	(105,878)	(110,113)	(114,518)
Community Park Area G	(100,030)	(102,510)	(106,610)	(110,874)	(115,309)	(119,921)
Community Park Area H	(123,860)	(124,340)	(127,449)	(130,635)	(133,901)	(137,249)
Port Theater Area A	(14,248)	(14,460)	(14,749)	(15,044)	(15,345)	(15,652)
Port Theater Area B	(26,263)	(26,475)	(27,005)	(27,545)	(28,096)	(28,658)
Port Theater Area C	(14,278)	(14,365)	(14,780)	(15,076)	(15,378)	(15,686)
Port Theater Area C(Pleasant Valley/E. Wellington)	(3,665)	(3,720)	(3,794)	(3,870)	(3,947)	(4,026)
Port Theater Area E	(20,448)	(20,755)	(21,170)	(21,593)	(21,993)	(22,425)
	\$ (9,110,094)	\$ (9,419,815)	\$ (9,759,217)	\$ (10,102,958)	\$ (10,376,422)	\$ (10,647,326)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX F-2

Ravensong Aquatic Centre	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
Property taxes	2.5%	3.5%	2.0%	2.5%	2.0%	2.0%	
Operations	(2,356,000)	(2,439,095)	(2,487,877)	(2,550,074)	(2,601,075)	(2,653,097)	(12,731,218)
Recreation fees	(5,900)	(2,740)	(2,740)	(2,740)	(2,740)	(2,740)	(13,700)
Recreation facility rentals	(168,290)	(174,400)	(179,632)	(185,021)	(190,572)	(196,289)	(925,914)
Recreation vending sales	(90,650)	(88,745)	(91,407)	(94,149)	(96,973)	(99,882)	(471,156)
Recreation - other	(5,000)	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(32,500)
Operating grants	(284,450)	(310,910)	(320,237)	(329,844)	(339,739)	(349,931)	(1,650,661)
Total Operating Revenues	0	(75,000)	0	0	0	0	(75,000)
	(2,910,290)	(3,097,390)	(3,088,393)	(3,168,328)	(3,237,599)	(3,308,439)	(15,900,149)
Operating Expenditures							
Administration	153,190	157,915	157,915	157,915	157,915	157,915	789,575
Legislative	1,000	1,000	1,000	1,000	1,000	1,000	5,000
Professional fees	5,000	25,000	5,000	10,000	5,000	5,000	50,000
Building Ops	270,270	269,645	275,038	280,539	286,150	291,873	1,403,245
Veh & Equip ops	39,725	33,496	33,496	33,496	33,496	33,496	167,480
Operating Costs	133,750	124,250	125,493	126,748	128,015	129,295	633,801
Program Costs	48,730	60,400	61,004	61,614	62,230	62,852	308,100
Wages & Benefits	1,314,481	1,387,414	1,415,162	1,443,465	1,472,334	1,501,781	7,220,156
Debt interest	297,210	297,080	0	0	0	0	297,080
Contributions to reserve funds	13,685	30,180	180	180	250,180	1,070,180	1,350,900
Total Operating Expenditures	2,277,041	2,386,380	2,074,288	2,114,957	2,396,320	3,253,392	12,225,337
Operating (surplus)/deficit	(633,249)	(711,010)	(1,014,105)	(1,053,371)	(841,279)	(55,047)	(3,674,812)
Capital Asset Expenditures							
Capital Expenditures	173,500	193,850	4,750	20,050	132,700	34,000	385,350
Transfer from Reserves	(112,500)	0	0	0	(33,500)	0	(33,500)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	61,000	193,850	4,750	20,050	99,200	34,000	351,850
Capital Financing Charges							
Existing Debt (principal)	767,285	769,070	1,066,147	1,066,147	697,505	0	3,598,869
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	767,285	769,070	1,066,147	1,066,147	697,505	0	3,598,869
Net (surplus)/deficit for the year	195,036	251,910	56,792	32,826	(44,574)	(21,047)	275,907
Add: Prior year (surplus)/deficit	(325,705)	(351,534)	(99,624)	(42,832)	(10,006)	(54,580)	(351,534)
(Surplus) applied to future years	(130,669)	(99,624)	(42,832)	(10,006)	(54,580)	(75,627)	(75,627)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX F-3

Oceanside Place	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	3.8%	4.6%	3.5%	3.5%	3.0%	2.5%	
Property taxes	(1,641,675)	(1,716,565)	(1,776,645)	(1,838,828)	(1,893,993)	(1,941,343)	(9,167,374)
Operations	(25,400)	(21,240)	(21,240)	(21,240)	(21,240)	(21,240)	(106,200)
Recreation fees	(38,000)	(51,000)	(52,530)	(54,106)	(55,729)	(57,401)	(270,766)
Recreation facility rentals	(457,300)	(449,500)	(462,985)	(476,875)	(491,181)	(505,916)	(2,386,457)
Recreation vending sales	(5,300)	(5,200)	(5,200)	(5,200)	(5,200)	(5,200)	(26,000)
Recreation concession	(4,500)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation - other	(79,025)	(77,150)	(79,465)	(81,849)	(84,304)	(86,833)	(409,601)
Interdepartmental recoveries	(30,555)	(30,900)	(30,900)	(30,900)	(30,900)	(30,900)	(154,500)
Miscellaneous	(500)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Total Operating Revenues	(2,282,255)	(2,359,555)	(2,436,965)	(2,516,998)	(2,590,547)	(2,656,833)	(12,560,898)
Operating Expenditures							
Administration	127,620	125,453	125,453	125,453	125,453	125,453	627,265
Legislative	500	200	200	200	200	200	1,000
Professional fees	2,500	4,500	4,500	9,500	4,500	4,500	27,500
Building Ops	351,470	353,170	356,702	360,269	363,872	367,511	1,801,524
Veh & Equip ops	91,995	86,795	87,663	88,540	89,425	90,319	442,742
Operating Costs	62,650	56,450	56,450	56,450	56,450	56,450	282,250
Program Costs	21,050	23,000	23,000	23,000	23,000	23,000	115,000
Wages & Benefits	985,929	1,016,442	1,036,771	1,057,506	1,078,656	1,100,229	5,289,604
Debt interest	312,530	312,530	0	0	0	0	312,530
Contributions to reserve funds	180	44,180	15,180	15,180	145,180	260,180	479,900
Total Operating Expenditures	1,956,424	2,022,720	1,705,919	1,736,098	1,886,736	2,027,842	9,379,315
Operating (surplus)/deficit	(325,831)	(336,835)	(731,046)	(780,900)	(703,811)	(628,991)	(3,181,583)
Capital Asset Expenditures							
Capital Expenditures	61,085	191,845	148,600	204,100	181,010	71,585	797,140
Transfer from Reserves	0	(15,500)	0	0	(100,000)	0	(115,500)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	61,085	176,345	148,600	204,100	81,010	71,585	681,640
Capital Financing Charges							
Existing Debt (principal)	273,050	273,050	585,584	585,584	585,584	585,584	2,615,386
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	273,050	273,050	585,584	585,584	585,584	585,584	2,615,386
Net (surplus)/deficit for the year	8,304	112,560	3,138	8,784	(37,217)	28,178	115,443
Add: Prior year (surplus)/deficit	(84,565)	(180,842)	(48,282)	(45,144)	(36,360)	(73,577)	(180,842)
(Surplus) applied to future years	(76,261)	(48,282)	(45,144)	(36,360)	(73,577)	(45,399)	(45,399)

Northern Community Recreation	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	6.6%	7.1%	5.3%	4.0%	3.0%	3.0%	
Property taxes	(915,815)	(980,675)	(1,032,709)	(1,073,690)	(1,105,901)	(1,139,078)	(5,332,053)
Municipal agreements	(243,125)	(248,000)	(252,960)	(265,519)	(270,829)	(277,600)	(1,314,908)
Operations	(12,000)	(7,400)	(7,400)	(7,400)	(7,400)	(7,400)	(37,000)
Recreation fees	(200,235)	(178,430)	(181,723)	(187,175)	(192,790)	(198,574)	(936,692)
Operating grants	(7,500)	(7,165)	(7,165)	(7,165)	(7,165)	(7,165)	(35,825)
Miscellaneous	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(5,000)
Total Operating Revenues	(1,379,675)	(1,420,670)	(1,482,957)	(1,541,949)	(1,585,085)	(1,630,817)	(7,661,478)
Operating Expenditures							
Administration	90,715	90,450	90,450	90,450	90,450	90,450	452,250
Professional fees	3,500	2,500	2,500	17,500	2,500	2,500	27,500
Building Ops	22,260	19,460	19,460	19,460	19,460	19,460	97,300
Veh & Equip ops	26,145	29,415	29,415	29,415	29,415	29,415	147,075
Operating Costs	78,370	75,840	75,840	75,840	75,840	75,840	379,200
Program Costs	309,454	287,849	275,999	281,519	287,149	292,892	1,425,408
Wages & Benefits	634,685	670,640	684,053	697,734	711,689	725,923	3,490,039
Transfer to other govt/org	288,625	304,020	310,100	316,302	322,628	329,081	1,582,131
Contributions to reserve funds	180	180	180	180	180	50,180	50,900
Total Operating Expenditures	1,453,934	1,480,354	1,487,997	1,528,400	1,539,311	1,615,741	7,651,803
Operating (surplus)/deficit	74,259	59,684	5,040	(13,549)	(45,774)	(15,076)	(9,675)
Capital Asset Expenditures							
Capital Expenditures	1,500	3,395	3,500	10,925	11,545	1,500	30,865
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	1,500	3,395	3,500	10,925	11,545	1,500	30,865
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	75,759	63,079	8,540	(2,624)	(34,229)	(13,576)	21,190
Add: Prior year (surplus)/deficit	(96,125)	(71,914)	(8,835)	(295)	(2,919)	(37,148)	(71,914)
(Surplus) applied to future years	(20,366)	(8,835)	(295)	(2,919)	(37,148)	(50,724)	(50,724)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX F-5

Regional Parks Operations	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	5.6%	4.7%	8.5%	8.0%	6.0%	5.0%	
Property taxes	(942,750)	(986,940)	(1,070,830)	(1,156,496)	(1,225,886)	(1,287,180)	(5,727,332)
Operations	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(32,500)
Operating grants	(30,000)	0	0	0	0	0	0
Planning grants	(3,000)	0	0	0	0	0	0
Total Operating Revenues	(982,250)	(993,440)	(1,077,330)	(1,162,996)	(1,232,386)	(1,293,680)	(5,759,832)
Operating Expenditures							
Administration	69,855	70,418	70,418	70,418	70,418	70,418	352,090
Professional fees	109,000	99,000	23,000	23,000	23,000	23,000	191,000
Building Ops	43,155	53,727	53,727	53,727	53,727	53,727	268,635
Veh & Equip ops	26,949	21,145	23,645	23,645	23,645	23,645	115,725
Operating Costs	381,540	370,810	383,878	397,599	412,006	432,606	1,996,899
Wages & Benefits	453,055	517,055	527,396	572,944	587,944	599,703	2,805,042
Transfer to other govt/org	31,060	40,000	10,000	0	0	0	50,000
Contributions to reserve funds	10,180	10,180	180	180	10,180	54,322	75,042
Total Operating Expenditures	1,124,794	1,182,335	1,092,244	1,141,513	1,180,920	1,257,421	5,854,433
Operating (surplus)/deficit	142,544	188,895	14,914	(21,483)	(51,466)	(36,259)	94,601
Capital Asset Expenditures							
Capital Expenditures	3,445	30,745	45,880	21,250	26,670	41,585	166,130
Transfer from Reserves	0	0	(10,000)	0	0	0	(10,000)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	3,445	30,745	35,880	21,250	26,670	41,585	156,130
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	145,989	219,640	50,794	(233)	(24,796)	5,326	250,731
Add: Prior year (surplus)/deficit	(206,640)	(292,382)	(72,742)	(21,948)	(22,181)	(46,977)	(292,382)
(Surplus) applied to future years	(60,651)	(72,742)	(21,948)	(22,181)	(46,977)	(41,651)	(41,651)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX F-6

RegParkCapital	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	9.7%	0.5%	0.6%	0.6%	0.6%	0.6%	
Property taxes	(566,148)	(569,040)	(572,640)	(576,240)	(579,840)	(583,440)	(2,881,200)
Parcel taxes	(254,664)	(255,372)	(256,572)	(257,772)	(258,972)	(260,172)	(1,288,860)
Operations	(500,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(10,000)
Operating grants	(116,075)	0	0	0	0	0	0
Grants in lieu of taxes	(630)	(630)	(630)	(630)	(630)	(630)	(3,150)
Total Operating Revenues	(1,437,517)	(827,042)	(831,842)	(836,642)	(841,442)	(846,242)	(4,183,210)
Operating Expenditures							
Professional fees	87,500	57,500	57,500	57,500	57,500	57,500	287,500
Building Ops	75,000	120,000	120,000	120,000	120,000	120,000	600,000
Debt interest	56,900	100,000	82,000	82,000	82,000	82,000	428,000
Contributions to reserve funds	367,635	544,053	377,342	507,142	336,942	516,742	2,282,221
Total Operating Expenditures	587,035	821,553	636,842	766,642	596,442	776,242	3,597,721
Operating (surplus)/deficit	(850,482)	(5,489)	(195,000)	(70,000)	(245,000)	(70,000)	(585,489)
Capital Asset Expenditures							
Capital Expenditures	607,500	210,000	1,135,000	985,000	477,500	340,000	3,147,500
Transfer from Reserves	(375,000)	(504,000)	(485,000)	(835,000)	(302,500)	(340,000)	(2,466,500)
Grants and Other	0	0	(525,000)	(150,000)	0	0	(675,000)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	232,500	(294,000)	125,000	0	175,000	0	6,000
Capital Financing Charges							
Existing Debt (principal)	788,447	424,000	70,000	70,000	70,000	70,000	704,000
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	788,447	424,000	70,000	70,000	70,000	70,000	704,000
Net (surplus)/deficit for the year	170,465	124,511	0	0	0	0	124,511
Add: Prior year (surplus)/deficit	(170,465)	(124,511)	0	0	0	0	(124,511)
(Surplus) applied to future years	0	0	0	0	0	0	0



REGIONAL & COMMUNITY UTILITIES
2013 to 2017 FINANCIAL PLAN

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		3.3%	6.4%	5%	9%	9%	
Property taxes	(9,159,251)	(9,458,939)	(10,075,405)	(10,696,184)	(11,820,824)	(13,085,538)	(55,136,890)
Parcel taxes	(3,370,077)	(3,483,052)	(3,697,856)	(3,833,760)	(3,995,496)	(4,165,688)	(19,175,852)
	(12,529,328)	(12,941,991)	(13,773,261)	(14,529,944)	(15,816,320)	(17,251,226)	(74,312,742)
Operations	(531,880)	(454,248)	(413,780)	(413,780)	(413,780)	(413,780)	(2,109,368)
Utility user fees	(1,242,985)	(1,231,550)	(1,265,179)	(1,300,461)	(1,327,054)	(1,354,217)	(6,478,461)
Operating grants	(20,515)	(35,515)	(35,515)	(35,515)	(35,515)	(35,515)	(177,575)
Grants in lieu of taxes	(68,470)	(5,470)	(5,470)	(5,470)	(5,470)	(5,470)	(27,350)
Interdepartmental recoveries	(777,215)	(785,061)	(785,061)	(785,061)	(785,061)	(89,211)	(3,229,455)
Miscellaneous	(1,785)	0	0	0	0	0	0
Total Operating Revenues	(15,172,178)	(15,453,835)	(16,278,266)	(17,070,231)	(18,383,200)	(19,149,419)	(86,334,951)
Operating Expenditures							
Administration	679,267	769,125	769,170	769,216	769,262	769,310	3,846,083
Professional fees	950,026	755,889	655,410	605,410	605,410	555,410	3,177,529
Building Ops	1,045,290	1,059,428	1,067,053	1,074,793	1,082,649	1,090,623	5,374,546
Veh & Equip ops	958,576	938,058	950,234	960,055	968,524	974,620	4,791,491
Operating Costs	3,543,486	3,720,297	3,790,156	3,824,436	5,184,787	6,532,556	23,052,232
Program Costs	160,570	131,070	131,070	131,070	131,070	131,070	655,350
Wages & Benefits	3,655,126	3,855,065	3,932,143	4,010,760	4,088,958	4,214,505	20,101,431
Contributions to reserve funds	3,843,889	3,689,262	2,982,825	3,962,002	4,068,967	2,785,543	17,488,599
Debt interest	410,067	417,977	0	0	0	0	416,277
Total Operating Expenditures	15,246,297	15,336,171	14,278,061	15,337,742	16,899,627	17,053,637	78,905,238
Operating (surplus)/deficit	74,119	(117,664)	(2,000,205)	(1,732,489)	(1,483,573)	(2,095,782)	(7,429,713)
Capital Asset Expenditures							
Capital Expenditures	19,222,617	11,711,419	3,913,109	15,978,329	26,683,386	39,653,106	97,939,349
Transfer from Reserves	(15,437,136)	(9,545,644)	(1,715,697)	(12,043,891)	(21,886,645)	(18,773,512)	(63,965,389)
Grants and Other	(221,715)	(210,435)	0	0	0	0	(210,435)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	(1,271,985)	(750,000)	(486,387)	(2,740,063)	(3,955,136)	(19,991,334)	(27,922,920)
Net Capital Assets funded from Operations	2,291,781	1,205,340	1,711,025	1,194,375	841,605	888,260	5,840,605
Capital Financing Charges							
Existing Debt (principal)	350,255	346,035	480,734	613,071	653,131	873,985	2,966,956
New Debt (principal + interest)			132,337	43,018	232,801	342,050	750,206
Total Capital Financing Charges	350,255	346,035	613,071	656,089	885,932	1,216,035	3,717,162
Net (surplus)/deficit for the year	2,716,155	1,433,711	323,891	117,975	243,964	8,513	2,128,054
Add: Prior year (surplus)/deficit	(4,472,162)	(2,968,551)	(1,534,840)	(1,210,949)	(1,092,974)	(849,010)	(2,968,551)
(Surplus) applied to future years	(1,756,007)	(1,534,840)	(1,210,949)	(1,092,974)	(849,010)	(840,497)	(840,497)



REGIONAL & COMMUNITY UTILITIES
2013 to 2017 FINANCIAL PLAN
SUMMARY OF TAX REQUISITIONS

	2012 Budget	2013	2014	2015	2016	2017
Wastewater - Northern	\$ (3,992,565)	(4,132,120)	(4,380,047)	(4,642,850)	(4,921,421)	(5,216,706)
Wastewater - Southern	(4,583,364)	(4,673,936)	(4,954,372)	(5,251,634)	(6,033,256)	(6,938,244)
Wastewater - Fairwinds(Nanoose)	(469,560)	(486,159)	(503,175)	(518,270)	(533,818)	(549,833)
Duke Point Wastewater	(177,185)	(190,475)	(205,713)	(222,170)	(239,944)	(256,740)
Liquid Waste Management Planning	(151,000)	(152,625)	(158,730)	(165,079)	(173,333)	(182,000)
Water - Nanoose Peninsula	(639,068)	(651,884)	(717,072)	(788,779)	(859,769)	(919,953)
Water - Driftwood	(7,850)	(7,850)	(7,850)	(7,850)	(7,850)	(7,850)
Water - San Pareil	(115,495)	(114,217)	(121,070)	(129,545)	(139,909)	(151,102)
Water - San Pareil (Fire Improvements Debt Levy)	0	0	(78,591)	New	(56,836)	(56,836)
Water - French Creek	(58,235)	(58,972)	(63,100)	(66,886)	(70,230)	(73,742)
Water- Englishman River	(38,445)	(37,230)	(38,347)	(39,497)	(40,682)	(41,902)
Water - Surfside	(12,210)	(13,143)	(13,537)	(13,943)	(14,361)	(14,792)
Water - Decourcy	(7,725)	(7,345)	(7,492)	(7,642)	(7,795)	(7,951)
Water - Melrose Place	(20,275)	(20,882)	(21,508)	(22,153)	(23,039)	(23,961)
Water-Whiskey Creek	(80,945)	(82,256)	(84,724)	(87,266)	(90,757)	(94,387)
Drinking Water/Watershed Protection (municipal levy)	(212,220)	(223,823)	(288,188)	(324,656)	(361,524)	(398,793)
Drinking Water/Watershed Protection(Electoral Areas)		(191,529)	(170,369)	(171,169)	(171,969)	(172,769)
Water - French Creek Bulk Water	(263,285)	(265,885)	(265,885)	(265,885)	(265,885)	(265,885)
Water - Nanoose Bay Bulk Water	(677,210)	(704,295)	(732,467)	(761,766)	(792,237)	(843,732)
Sewer - French Creek	(431,815)	(490,675)	(510,302)	(520,508)	(530,918)	(541,536)
Sewer - Fairwinds(Collector)	(6,035)	(9,053)	(12,674)	(17,744)	(23,067)	(24,220)
Sewer - Pacific Shores	(55,890)	(57,565)	(60,443)	(63,465)	(66,638)	(69,970)
Sewer - Surfside	(19,035)	(19,415)	(19,803)	(20,199)	(20,603)	(21,221)
Sewer - Barclay Crescent	(121,960)	(132,330)	(136,300)	(140,389)	(144,601)	(148,939)
Sewer - Cedar Sewer Capital Financing	(106,254)	(105,802)	(105,785)	(105,785)	(105,785)	(105,785)
Sewer - Cedar Sewer Collection	(26,565)	(26,565)	(27,362)	(28,183)	(28,747)	(29,322)
Stormwater - Englishman River	(4,500)	(4,725)	(4,867)	(5,013)	(5,163)	(5,318)
Stormwater - Cedar Estates	(4,500)	(4,725)	(4,961)	(5,209)	(5,469)	(5,742)
Streetlighting - Fairwinds	(23,040)	(23,500)	(23,735)	(23,972)	(24,212)	(24,454)
Streetlighting - Fr. Village	(5,435)	(5,595)	(5,707)	(5,821)	(5,937)	(6,115)
Streetlighting - Morningstar	(13,465)	(13,735)	(14,147)	(14,571)	(14,935)	(15,308)
Streetlighting - Sandpiper	(10,340)	(10,440)	(10,544)	(10,649)	(10,755)	(10,863)
Streetlighting - Englishman River	(5,150)	(5,305)	(5,464)	(5,683)	(5,967)	(6,265)
Streetlighting - Highway Intersections	(1,000)	(1,000)	(1,020)	(1,061)	(1,125)	(1,204)
Streetlighting - Rural Areas	(14,000)	(14,140)	(15,059)	(14,908)	(14,759)	(14,611)
Streetlighting - Highway #4	(2,755)	(2,795)	(2,851)	(2,908)	(3,024)	(3,175)
	\$ (12,358,376)	\$ (12,941,991)	\$ (13,773,261)	\$ (14,529,944)	\$ (15,816,320)	\$ (17,251,226)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX G-2

Southern Community Wastewater	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	4.0%	2.0%	6.0%	6.0%	14.9%	15.0%	
Property taxes	(4,583,364)	(4,673,936)	(4,954,372)	(5,251,634)	(6,033,256)	(6,938,244)	(27,851,442)
Operations	(156,000)	(156,000)	(156,000)	(156,000)	(156,000)	(156,000)	(780,000)
Operating grants	0	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(175,000)
Grants in lieu of taxes	(63,000)	0	0	0	0	0	0
Interdepartmental recoveries	(759,750)	(757,001)	(757,001)	(757,001)	(757,001)	(61,151)	(3,089,155)
Miscellaneous	0	0	0	0	0	0	0
Total Operating Revenues	(5,562,114)	(5,621,937)	(5,902,373)	(6,199,635)	(6,981,257)	(7,190,395)	(31,895,597)
Operating Expenditures							
Administration	240,054	273,485	273,485	273,485	273,485	273,485	1,367,425
Professional fees	244,525	225,050	225,050	225,050	225,050	175,050	1,075,250
Building Ops	464,745	508,384	516,010	523,750	531,606	539,580	2,619,330
Veh & Equip ops	334,765	378,405	388,081	397,902	406,371	412,467	1,983,226
Operating Costs	1,040,320	1,242,530	1,261,168	1,280,086	2,299,287	2,913,776	8,996,847
Wages & Benefits	1,096,689	1,140,849	1,163,666	1,186,939	1,210,678	1,280,678	5,982,810
Contributions to reserve funds	1,883,631	2,126,410	1,746,410	1,896,410	1,696,410	1,221,410	8,667,050
Debt interest	0	0	0	0	0	0	0
Total Operating Expenditures	5,304,729	5,895,113	5,573,870	5,783,622	6,642,887	6,816,446	30,711,938
Operating (surplus)/deficit	(257,385)	273,176	(328,503)	(416,013)	(338,370)	(373,949)	(1,183,659)
Capital Asset Expenditures							
Capital Expenditures	13,623,113	7,992,665	959,710	6,306,640	17,332,855	20,321,775	52,913,645
Transfer from Reserves	(13,266,388)	(7,624,540)	(600,000)	(5,884,960)	(17,000,000)	(9,969,633)	(41,079,133)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	(10,030,367)	(10,030,367)
Net Capital Assets funded from Operations	356,725	368,125	359,710	421,680	332,855	321,775	1,804,145
Capital Financing charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	99,340	641,301	31,207	5,667	(5,515)	(52,174)	620,486
Add: Prior year (surplus)/deficit	(910,775)	(836,017)	(194,716)	(163,509)	(157,842)	(163,357)	(836,017)
(Surplus) applied to future years	(811,435)	(194,716)	(163,509)	(157,842)	(163,357)	(215,531)	(215,531)

Northern Community Wastewater	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	5.7%	3.5%	6.0%	6.0%	6.0%	6.0%	
Property taxes	(3,992,565)	(4,132,120)	(4,380,047)	(4,642,850)	(4,921,421)	(5,216,706)	(23,293,144)
Operations	(182,300)	(184,300)	(184,300)	(184,300)	(184,300)	(184,300)	(921,500)
Operating grants	(10,000)	0	0	0	0	0	0
Grants in lieu of taxes	(5,470)	(5,470)	(5,470)	(5,470)	(5,470)	(5,470)	(27,350)
Interdepartmental recoveries	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(25,000)
Total Operating Revenues	(4,195,335)	(4,326,890)	(4,574,817)	(4,837,620)	(5,116,191)	(5,411,476)	(24,266,994)
Operating Expenditures							
Administration	196,805	211,065	211,065	211,065	211,065	211,065	1,055,325
Professional fees	208,500	251,500	251,500	201,500	201,500	201,500	1,107,500
Building Ops	311,875	300,675	300,675	300,675	300,675	300,675	1,503,375
Veh & Equip ops	402,400	329,012	329,012	329,012	329,012	329,012	1,645,060
Operating Costs	686,857	709,145	723,328	742,295	1,052,141	1,663,184	4,890,093
Wages & Benefits	947,606	980,651	1,000,264	1,020,269	1,040,674	1,061,487	5,103,345
Contributions to reserve funds	1,359,863	979,185	679,186	1,479,187	1,709,187	1,320,189	6,166,934
Debt interest	118,365	118,365	0	0	0	0	118,365
Total Operating Expenditures	4,232,271	3,879,598	3,495,030	4,284,003	4,844,254	5,087,112	21,589,997
Operating (surplus)/deficit	36,936	(447,292)	(1,079,787)	(553,617)	(271,937)	(324,364)	(2,676,997)
Capital Asset Expenditures							
Capital Expenditures	2,715,865	1,268,543	1,676,275	4,063,190	3,111,965	18,173,096	28,293,069
Transfer from Reserves	(1,667,888)	(866,500)	(550,000)	(3,500,000)	(2,779,500)	(8,603,384)	(16,299,384)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	(9,217,822)	(9,217,822)
Net Capital Assets funded from Operations	1,047,977	402,043	1,126,275	563,190	332,465	351,890	2,775,863
Capital Financing charges							
Existing Debt (principal)	129,065	129,065	0	0	0	0	129,065
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	129,065	129,065	0	0	0	0	129,065
Net (surplus)/deficit for the year	1,213,978	83,816	46,488	9,573	60,528	27,526	227,931
Add: Prior year (surplus)/deficit	(1,283,530)	(349,466)	(265,650)	(219,162)	(209,589)	(149,061)	(349,466)
(Surplus) applied to future years	(69,552)	(265,650)	(219,162)	(209,589)	(149,061)	(121,535)	(121,535)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX G-4

Water-Nanoose Bulk Water

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	4.9%	4.0%	4.0%	4.0%	4.0%	6.5%	
Parcel taxes	(677,210)	(704,295)	(732,467)	(761,766)	(792,237)	(843,732)	(3,834,497)
Interdepartmental recoveries	0	(40)	(40)	(40)	(40)	(40)	(200)
Total Operating Revenues	(677,210)	(704,335)	(732,507)	(761,806)	(792,277)	(843,772)	(3,834,697)
Operating Expenditures							
Administration	9,235	6,590	6,590	6,590	6,590	6,590	32,950
Professional fees	13,750	13,750	13,750	13,750	13,750	13,750	68,750
Building Ops	5,980	5,980	5,980	5,980	5,980	5,980	29,900
Veh & Equip ops	1,580	1,580	1,580	1,580	1,580	1,580	7,900
Operating Costs	74,040	44,497	44,942	45,391	45,845	146,303	326,978
Wages & Benefits	48,220	45,575	46,487	47,417	48,365	49,332	237,176
Contributions to reserve funds	4,435	195,265	295,265	295,265	295,265	15,265	1,096,325
Debt interest	126,375	122,475	0	0	0	0	122,475
Total Operating Expenditures	283,615	435,712	414,594	415,973	417,375	238,800	1,922,454
Operating (surplus)/deficit	(393,595)	(268,623)	(317,913)	(345,833)	(374,902)	(604,972)	(1,912,243)
Capital Asset Expenditures							
Capital Expenditures	1,382,340	456,023	293,705	3,298,186	3,596,639	64,715	7,709,268
Transfer from Reserves	(176,020)	(202,862)	(279,333)	(1,307,643)	(1,337,108)	(63,460)	(3,190,406)
Grants and Other	(90,000)	(90,000)	0	0	0	0	(90,000)
New Borrowing	(521,985)	0	(13,587)	(1,989,763)	(2,259,066)	0	(4,262,416)
Net Capital Assets funded from Operations	594,335	163,161	785	780	465	1,255	166,446
Capital Financing charges							
Existing Debt (principal)	97,855	97,855	213,406	283,406	284,542	450,850	1,330,059
New Debt (principal + interest)	0	0	70,000	1,136	166,308	188,817	426,261
Total Capital Financing Charges	97,855	97,855	283,406	284,542	450,850	639,667	1,756,320
Net (surplus)/deficit for the year	298,595	(7,607)	(33,722)	(60,511)	76,413	35,950	10,523
Add: Prior year (surplus)/deficit	(349,155)	(162,367)	(169,974)	(203,696)	(264,207)	(187,794)	(162,367)
(Surplus) applied to future years	(50,560)	(169,974)	(203,696)	(264,207)	(187,794)	(151,844)	(151,844)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

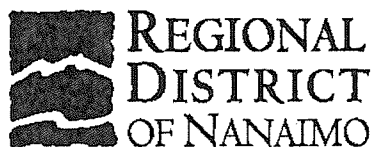
APPENDIX G-5

Water-French Creek Bulk Water	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	3.0%	1.0%	0.0%	0.0%	0.0%	0.0%	
Property taxes	0	0	0	0	0	0	0
Parcel taxes	(263,285)	(265,885)	(265,885)	(265,885)	(265,885)	(265,885)	(1,329,425)
Total Operating Revenues	(263,285)	(265,885)	(265,885)	(265,885)	(265,885)	(265,885)	(1,329,425)
Operating Expenditures							
Administration	3,505	3,505	3,505	3,505	3,505	3,505	17,525
Professional fees	4,250	4,250	4,250	4,250	4,250	4,250	21,250
Building Ops	60	60	60	60	60	60	300
Veh & Equip ops	110	110	110	110	110	110	550
Operating Costs	30,075	13,585	13,857	14,134	14,417	14,705	70,698
Wages & Benefits	30,140	20,545	20,956	21,375	21,803	22,239	106,918
Contributions to reserve funds	160,680	209,995	171,446	178,622	180,512	17,785	758,360
Debt interest	23,420	23,420	0	0	0	0	23,420
Total Operating Expenditures	252,240	275,470	214,184	222,056	224,657	62,654	999,021
Operating (surplus)/deficit	(11,045)	9,585	(51,701)	(43,829)	(41,228)	(203,231)	(330,404)
Capital Asset Expenditures							
Capital Expenditures	196,305	226,197	163,864	1,401,413	1,628,392	36,550	3,456,416
Transfer from Reserves	(196,050)	(225,942)	(163,124)	(1,090,288)	(729,587)	(24,915)	(2,233,856)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	(310,440)	(898,390)	(10,425)	(1,219,255)
Net Capital Assets funded from Operations	255	255	740	685	415	1,210	3,305
Capital Financing charges							
Existing Debt (principal)	15,230	15,230	38,652	38,652	38,652	67,704	198,890
New Debt (principal + interest)	0	0	0	0	29,052	84,073	113,125
Total Capital Financing Charges	15,230	15,230	38,652	38,652	67,704	151,777	312,015
Net (surplus)/deficit for the year	4,440	25,070	(12,309)	(4,492)	26,891	(50,244)	(15,084)
Add: Prior year (surplus)/deficit	(50,290)	(91,731)	(66,661)	(78,970)	(83,462)	(56,571)	(91,731)
(Surplus) applied to future years	(45,850)	(66,661)	(78,970)	(83,462)	(56,571)	(106,815)	(106,815)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX G-6

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Drinking Water Watershed Protection							
Operating Revenues							
	1.4%	8.4%	10.4%	8.1%	7.6%	7.1%	
Property taxes	(170,952)	(223,823)	(288,188)	(324,656)	(361,524)	(398,793)	(1,596,984)
Parcel taxes	(212,220)	(191,529)	(170,369)	(171,169)	(171,969)	(172,769)	(877,805)
Operations	(121,500)	(14,500)	(4,500)	(4,500)	(4,500)	(4,500)	(32,500)
Total Operating Revenues	(504,672)	(429,852)	(463,057)	(500,325)	(537,993)	(576,062)	(2,507,289)
Operating Expenditures							
Administration	33,675	40,703	40,703	40,703	40,703	40,703	203,515
Professional fees	299,500	126,000	74,980	74,980	74,980	74,980	425,920
Building Ops	2,500	2,500	2,500	2,500	2,500	2,500	12,500
Veh & Equip ops	1,600	1,600	1,600	1,600	1,600	1,600	8,000
Operating Costs	23,490	34,915	34,915	34,915	34,915	34,915	174,575
Program Costs	127,570	107,070	107,070	107,070	107,070	107,070	535,350
Wages & Benefits	217,465	250,599	255,611	260,723	265,937	271,256	1,304,126
Contributions to reserve funds	410	410	410	410	10,410	20,410	32,050
Total Operating Expenditures	706,210	563,797	517,789	522,901	538,115	553,434	2,696,036
Operating (surplus)/deficit	201,538	133,945	54,732	22,576	122	(22,628)	188,747
Capital Asset Expenditures							
Capital Expenditures	151,449	148,921	3,000	300	250	900	153,371
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	(131,715)	(120,435)	0	0	0	0	(120,435)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	19,734	28,486	3,000	300	250	900	32,936
Capital Financing charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	221,272	162,431	57,732	22,876	372	(21,728)	221,683
Add: Prior year (surplus)/deficit	(328,561)	(251,127)	(88,696)	(30,964)	(8,088)	(7,716)	(251,127)
(Surplus) applied to future years	(107,289)	(88,696)	(30,964)	(8,088)	(7,716)	(29,444)	(29,444)



TRANSPORTATION & SOLID WASTE SERVICES
2013 to 2017 FINANCIAL PLAN

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Total
Operating Revenues		6.6%	8.9%	6.4%	4.6%	3.8%	
Property taxes	(7,816,815)	(8,335,384)	(9,077,375)	(9,657,360)	(10,097,284)	(10,483,993)	(47,651,396)
	(7,816,815)	(8,335,384)	(9,077,375)	(9,657,360)	(10,097,284)	(10,483,993)	(47,651,396)
Operations	(331,710)	(689,451)	(742,219)	(745,015)	(747,839)	(750,691)	(3,675,215)
Interest income	0	0	0	0	0	0	0
Transit fares	(4,088,680)	(4,254,765)	(4,308,813)	(4,363,401)	(4,418,535)	(4,474,220)	(21,819,734)
Landfill tipping fees	(8,106,390)	(7,885,000)	(8,279,250)	(8,693,213)	(9,127,874)	(9,401,710)	(43,387,047)
Utility user fees	(3,436,419)	(3,853,715)	(3,955,555)	(4,054,444)	(4,176,077)	(4,301,359)	(20,341,150)
Operating grants	(5,150,000)	(5,736,000)	(5,812,700)	(5,889,927)	(5,967,686)	(6,045,983)	(29,452,296)
Grants in lieu of taxes	(38,800)	(79,800)	(79,800)	(79,800)	(79,800)	(79,800)	(399,000)
Interdepartmental recoveries	(1,086,555)	(1,080,912)	(1,091,721)	(1,091,721)	(1,091,721)	(1,091,721)	(5,447,796)
Miscellaneous	(5,000)	(52,725)	(52,725)	(52,725)	(52,725)	(52,725)	(263,625)
Total Operating Revenues	(30,060,369)	(31,967,752)	(33,400,158)	(34,627,606)	(35,759,541)	(36,682,202)	(172,437,259)
Operating Expenditures							
Administration	1,895,985	2,024,747	2,035,849	2,047,062	2,040,634	2,046,740	10,195,032
Professional fees	1,008,067	835,510	835,510	835,510	835,510	835,510	4,177,550
Building Ops	430,470	455,795	462,220	468,747	475,378	484,832	2,346,972
Veh & Equip ops	5,059,145	5,851,118	5,971,579	6,082,882	6,207,012	6,331,124	30,443,715
Operating Costs	8,738,967	8,904,117	9,095,590	9,339,750	9,883,993	10,393,705	47,617,155
Wages & Benefits	12,425,322	13,484,698	13,790,692	14,102,806	14,421,162	14,709,585	70,508,943
Contributions to reserve funds	203,752	6,345	615,662	950,286	1,208,561	1,258,561	4,039,415
Total Operating Expenditures	29,761,708	31,562,330	32,807,102	33,827,043	35,072,250	36,060,057	169,328,782
Operating (surplus)/deficit	(298,661)	(405,422)	(593,056)	(800,563)	(687,291)	(622,145)	(3,108,477)
Capital Asset Expenditures							
Capital Expenditures	3,172,565	6,365,880	3,752,750	3,942,550	3,104,375	1,816,150	18,981,705
Transfer from Reserves	(650,000)	(4,817,000)	(2,315,000)	(1,416,457)	(1,104,311)	(1,104,311)	(10,757,079)
Grants and Other	(321,205)	(73,305)	(470,000)	(329,000)	(63,450)	0	(935,755)
New Borrowing	0	0	0	(1,583,543)	(1,495,689)	(395,689)	(3,474,921)
Net Capital Assets funded from Operations	2,201,360	1,475,575	967,750	613,550	440,925	316,150	3,813,950
Capital Financing Charges							
Existing Debt (principal)	0	7,000	112,125	206,250	200,000	148,191	673,566
New Debt (principal + Interest)			0	0	148,191	139,970	288,161
Total Capital Financing Charges	0	7,000	112,125	206,250	348,191	288,161	961,727
Net (surplus)/deficit for the year	1,902,699	1,077,153	486,819	19,237	101,825	(17,834)	1,667,200
Add: Prior year (surplus)/deficit	(2,884,435)	(2,204,416)	(1,127,263)	(640,444)	(621,207)	(519,382)	(2,204,416)
(Surplus) applied to future years	(981,736)	(1,127,263)	(640,444)	(621,207)	(519,382)	(537,216)	(537,216)



**TRANSPORTATION & SOLID WASTE MANAGEMENT
2013 to 2017 FINANCIAL PLAN
SUMMARY OF TAX REQUISITIONS**

	2012 Budget	2013	2014	2015	2016	2017
\$	(6,665,345) (791,360) (12,500)	(7,084,380) (883,944) (12,500)	(7,792,818) (910,462) (12,500)	(8,338,315) (937,776) (12,500)	(8,755,231) (965,909) -	(9,105,440) (994,886) -
		6.3% 11.7% 0.0%	10.0% 3.0% 0.0%	7.0% 3.0% 0.0%	5.0% 3.0% -100.0%	4.0% 3.0% #DIV/0!
Southern Community Transit	(5,575)	(5,685)	(5,742)	(5,799)	(5,915)	(6,033)
Northern Community Transit						
Area H Transit (Capital Charge Levy)	(342,035)	(348,875)	(355,853)	(362,970)	(370,229)	(377,634)
Gabriola Emergency Wharf		0	0	0	0	0
Solid Waste Management						
Garbage Collection & Recycling						
\$	(7,816,815)	(8,335,384)	(9,077,375)	(9,657,360)	(10,097,284)	(10,483,993)
		6.6%	8.9%	6.4%	4.6%	3.8%

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX H-2

Southern Community Transit	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	9.6%	6.3%	10.0%	7.0%	5.0%	4.0%	
Property taxes	(6,665,345)	(7,084,380)	(7,792,818)	(8,338,315)	(8,755,231)	(9,105,440)	(41,076,184)
Operations	(90,750)	(276,790)	(279,558)	(282,354)	(285,178)	(288,030)	(1,411,910)
Transit fares	(3,825,415)	(4,037,065)	(4,077,436)	(4,118,210)	(4,159,392)	(4,200,986)	(20,593,089)
Operating grants	(4,710,000)	(5,270,000)	(5,322,700)	(5,375,927)	(5,429,686)	(5,483,983)	(26,882,296)
Grants in lieu of taxes	(32,000)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	(365,000)
Interdepartmental recoveries	(1,086,555)	(1,080,912)	(1,091,721)	(1,091,721)	(1,091,721)	(1,091,721)	(5,447,796)
Miscellaneous	(5,000)	(5,100)	(5,100)	(5,100)	(5,100)	(5,100)	(25,500)
Total Operating Revenues	(16,415,065)	(17,827,247)	(18,642,333)	(19,284,627)	(19,799,308)	(20,248,260)	(95,801,775)
Operating Expenditures							
Administration	952,865	1,029,895	1,040,194	1,050,596	1,055,849	1,061,128	5,237,662
Professional fees	11,000	41,000	41,000	41,000	41,000	41,000	205,000
Building Ops	252,949	263,739	266,376	269,040	271,730	277,165	1,348,050
Veh & Equip ops	4,322,445	5,058,922	5,160,100	5,263,302	5,368,568	5,475,939	26,326,831
Operating Costs	1,961,329	1,985,025	2,024,726	2,065,221	2,406,525	2,704,656	11,186,153
Wages & Benefits	8,568,810	9,378,290	9,565,856	9,757,173	9,952,316	10,151,362	48,804,997
Contributions to reserve funds	179,455	2,045	2,045	2,045	102,045	152,045	260,225
Total Operating Expenditures	16,248,853	17,758,916	18,100,297	18,448,377	19,198,033	19,863,295	93,368,918
Operating (surplus)/deficit	(166,212)	(68,331)	(542,036)	(836,250)	(601,275)	(384,965)	(2,432,857)
Capital Asset Expenditures							
Capital Expenditures	1,873,915	2,256,505	1,046,500	926,000	494,800	298,000	5,021,805
Transfer from Reserves	0	(1,677,000)	0	0	0	0	(1,677,000)
Grants and Other	(321,205)	(73,305)	(470,000)	(329,000)	(63,450)	0	(935,755)
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	1,552,710	506,200	576,500	597,000	431,350	298,000	2,409,050
Capital Financing Charges							
Existing Debt (principal)	0	7,000	112,125	206,250	200,000	0	525,375
New Debt (principal + Interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	7,000	112,125	206,250	200,000	0	525,375
Net (surplus)/deficit for the year	1,386,498	444,869	146,589	(33,000)	30,075	(86,965)	501,568
Add: Prior year (surplus)/deficit	(2,105,910)	(855,850)	(410,981)	(264,392)	(297,392)	(267,317)	(855,850)
(Surplus) applied to future years	(719,412)	(410,981)	(264,392)	(297,392)	(267,317)	(354,282)	(354,282)

REGIONAL DISTRICT OF NANAIMO
FINANCIAL PLAN
2013 to 2017

APPENDIX H-3

Northern Community Transit	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	9.1%	11.7%	3.0%	3.0%	3.0%	3.0%	
Property taxes	(791,360)	(883,944)	(910,462)	(937,776)	(965,909)	(994,886)	(4,692,977)
Operations	(4,740)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(22,500)
Transit fares	(263,265)	(217,700)	(231,377)	(245,191)	(259,143)	(273,234)	(1,226,645)
Operating grants	(440,000)	(486,000)	(490,000)	(514,000)	(538,000)	(562,000)	(2,570,000)
Total Operating Revenues	<u>(1,499,365)</u>	<u>(1,572,144)</u>	<u>(1,636,339)</u>	<u>(1,701,467)</u>	<u>(1,767,552)</u>	<u>(1,834,620)</u>	<u>(8,512,122)</u>
Operating Expenditures							
Administration	84,700	80,250	81,053	81,864	82,683	83,510	409,360
Operating Costs	669,995	666,872	693,639	734,102	769,504	809,094	3,673,211
Wages & Benefits	682,688	822,148	874,891	928,689	983,563	1,003,234	4,612,525
Total Operating Expenditures	<u>1,437,383</u>	<u>1,569,270</u>	<u>1,649,583</u>	<u>1,744,655</u>	<u>1,835,750</u>	<u>1,895,838</u>	<u>8,695,096</u>
Operating (surplus)/deficit	<u>(61,982)</u>	<u>(2,874)</u>	<u>13,244</u>	<u>43,188</u>	<u>68,198</u>	<u>61,218</u>	<u>182,974</u>
Capital Asset Expenditures							
Capital Expenditures	0	0	0	0	0	0	0
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + Interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net (surplus)/deficit for the year	<u>(61,982)</u>	<u>(2,874)</u>	<u>13,244</u>	<u>43,188</u>	<u>68,198</u>	<u>61,218</u>	<u>182,974</u>
Add: Prior year (surplus)/deficit	<u>(114,240)</u>	<u>(244,363)</u>	<u>(247,237)</u>	<u>(233,993)</u>	<u>(190,805)</u>	<u>(122,607)</u>	<u>(244,363)</u>
(Surplus) applied to future years	<u>(176,222)</u>	<u>(247,237)</u>	<u>(233,993)</u>	<u>(190,805)</u>	<u>(122,607)</u>	<u>(61,389)</u>	<u>(61,389)</u>

Solid Waste Management

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
Property taxes	2.0% (342,035)	2.0% (348,875)	2.0% (355,853)	2.0% (362,970)	2.0% (370,229)	2.0% (377,634)	(1,815,561)
Operations	(206,220)	(378,161)	(428,161)	(428,161)	(428,161)	(428,161)	(2,090,805)
Landfill tipping fees	(8,106,390)	(7,885,000)	(8,279,250)	(8,693,213)	(9,127,874)	(9,401,710)	(43,387,047)
Grants in lieu of taxes	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)	(34,000)
Total Operating Revenues	(8,661,445)	(8,618,836)	(9,070,064)	(9,491,144)	(9,933,064)	(10,214,305)	(47,327,413)
Operating Expenditures							
Administration	567,975	609,610	609,610	609,610	609,610	609,610	3,048,050
Professional fees	973,567	768,010	768,010	768,010	768,010	768,010	3,840,050
Building Ops	174,840	189,375	193,163	197,026	200,967	204,986	985,517
Veh & Equip ops	734,815	790,811	810,094	818,195	837,059	853,800	4,109,959
Operating Costs	2,768,459	2,750,445	2,805,454	2,861,563	2,918,794	2,977,170	14,313,426
Wages & Benefits	3,040,374	3,144,754	3,207,649	3,271,802	3,337,238	3,403,983	16,365,426
Contributions to reserve funds	22,092	2,095	611,412	946,036	1,104,311	1,104,311	3,768,165
Total Operating Expenditures	8,282,122	8,255,100	9,005,392	9,472,242	9,775,989	9,921,870	46,430,593
Operating (surplus)/deficit	(379,323)	(363,736)	(64,672)	(18,902)	(157,075)	(292,435)	(896,820)
Capital Asset Expenditures							
Capital Expenditures	1,297,700	4,108,425	2,706,000	3,016,400	2,609,450	1,517,700	13,957,975
Transfer from Reserves	(650,000)	(3,140,000)	(2,315,000)	(1,416,457)	(1,104,311)	(1,104,311)	(9,080,079)
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	(1,583,543)	(1,495,689)	(395,689)	(3,474,921)
Net Capital Assets funded from Operations	647,700	968,425	391,000	16,400	9,450	17,700	1,402,975
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	-	148,191	148,191
New Debt (principal + Interest)	0	0	0	0	148,191	139,970	288,161
Total Capital Financing Charges	0	0	0	0	148,191	288,161	436,352
Net (surplus)/deficit for the year	268,377	604,689	326,328	(2,502)	566	13,426	942,507
Add: Prior year (surplus)/deficit	(308,310)	(1,003,449)	(398,760)	(72,432)	(74,934)	(74,368)	(1,003,449)
(Surplus) applied to future years	(39,933)	(398,760)	(72,432)	(74,934)	(74,368)	(60,942)	(60,942)

Garbage Collection & Recycling

	2012 Budget	2013 Proposed Budget	2014	2015	2016	2017	Subtotal
Operating Revenues							
	9.0%	12.1%	2.6%	2.5%	3.0%	3.0%	
Operations	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(150,000)
Utility user fees	(3,436,419)	(3,853,715)	(3,955,555)	(4,054,444)	(4,176,077)	(4,301,359)	(20,341,150)
Miscellaneous	0	(47,625)	(47,625)	(47,625)	(47,625)	(47,625)	(238,125)
Total Operating Revenues	(3,466,419)	(3,931,340)	(4,033,180)	(4,132,069)	(4,253,702)	(4,378,984)	(20,729,275)
Operating Expenditures							
Administration	277,795	292,342	292,342	292,342	292,342	292,342	1,461,710
Professional fees	21,500	24,500	24,500	24,500	24,500	24,500	122,500
Building Ops	2,681	2,681	2,681	2,681	2,681	2,681	13,405
Veh & Equip ops	1,885	1,385	1,385	1,385	1,385	1,385	6,925
Operating Costs	3,337,184	3,499,775	3,569,771	3,676,864	3,787,170	3,900,785	18,434,365
Wages & Benefits	133,450	139,506	142,296	145,142	148,045	151,006	725,995
Contributions to reserve funds	205	205	205	205	205	205	1,025
Total Operating Expenditures	3,774,700	3,960,394	4,033,180	4,143,119	4,256,328	4,372,904	20,765,925
Operating (surplus)/deficit	308,281	29,054	-	11,050	2,626	(6,080)	36,650
Capital Asset Expenditures							
Capital Expenditures	950	950	250	150	125	450	1,925
Transfer from Reserves	0	0	0	0	0	0	0
Grants and Other	0	0	0	0	0	0	0
New Borrowing	0	0	0	0	0	0	0
Net Capital Assets funded from Operations	950	950	250	150	125	450	1,925
Capital Financing Charges							
Existing Debt (principal)	0	0	0	0	0	0	0
New Debt (principal + Interest)	0	0	0	0	0	0	0
Total Capital Financing Charges	0	0	0	0	0	0	0
Net (surplus)/deficit for the year	309,231	30,004	250	11,200	2,751	(5,630)	38,575
Add: Prior year (surplus)/deficit	(353,940)	(95,481)	(65,477)	(65,227)	(54,027)	(51,276)	(95,481)
(Surplus) applied to future years	(44,709)	(65,477)	(65,227)	(54,027)	(51,276)	(56,906)	(56,906)



RDN REPORT	
CAO APPROVAL <input checked="" type="checkbox"/>	
EAP	
COW	<input checked="" type="checkbox"/>
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BOARD	

MEMORANDUM

TO: Board of Directors **DATE:** February 5, 2013

FROM: Paul Thorkelsson **FILE:** 8640-01
Chief Administrative Officer

SUBJECT: **Island Corridor Foundation
Request for Funding – Additional Option**

PURPOSE:

To present an option for providing approved Grant-in-Aid funding to the Island Corridor Foundation (ICF) for upgrades to the rail infrastructure.

BACKGROUND:

In November 2012, the RDN Board approved the provision of a one-time Grant-in-Aid to the ICF to support the renewal of railway infrastructure and the return of VIA passenger rail service to Vancouver Island. The motion from the November 27, 2012 RDN Board meeting minutes reads as follows:

Island Corridor Foundation – Request for Funding.

MOVED Director Anderson, SECONDED Director Ruttan, that the Board approve funding through a Grants-in-Aid to the Island Corridor Foundation in the amount of approximately \$945K, based on \$2M to be shared amongst the Regional District of Nanaimo, Cowichan Valley Regional District, Comox Valley Regional District, and Alberni Clayoqout Regional District based on assessment. Funding is contingent on Island Corridor Foundation receiving commitment from VIA Rail that passenger service will be reinstated.

A recorded vote was requested.

The motion was CARRIED with Directors Anderson, Brennan, Bestwick, Dempsey, Greves, Johnstone, Kipp, Ruttan and Stanhope voting in affirmative, and Directors Fell, Holme, Houle, Lefebvre, McPherson, Veenhof, Willie and Young voting in negative.

Recorded Vote Weighted: In Favour – 37, Opposed – 24

Since that time the RDN Board and staff have worked with the ICF to determine if there was an alternative approach to the timing of funding that would provide some additional flexibility to the RDN Board in the development of the 2013 annual budget.

ALTERNATIVES:

1. As an alternative to the approved one time Grant-in-Aid to the Island Corridor Foundation of \$975,000 in 2013 (reduced to \$877,000 in the proposed 2013 budget through the application of grant funds), that the RDN Board approve the funding through a Grant-in-Aid to the ICF to be distributed over a two year period.
2. Continue the approved funding approach of a one time grant to the ICF as approved by the RDN Board in November, 2012.

FINANCIAL IMPLICATIONS:

Alternative 1

Providing the approved funding to the ICF in two “packets” distributed over two budget years will result in reduced tax requisition impact to the 2013 budget by delaying the funding of half of the approved funding amount until the 2014 budget. Staff would propose to continue the recommended application of strategic grant funds to the ICF grant in 2013. As such, the tax requisition impact of the \$945,000 grant to ICF would be split between the 2013 and 2014 budgets requiring requisitions of \$404,500 and \$472,500 respectively. ICF staff have provided comment on this approach and have no concerns regarding it except their request that the second “packet” of funding be available to the ICF early in 2014. Staff confirm that this approach is feasible as the 2014 funding could be paid out to the ICF from reserves that would be replaced following the approval of the 2014 budget and requisition of taxes.

The impact of this approach is to reduce the general services tax requisition by \$472,000 in 2013. Appendix A and B, attached to this report, provide the Board with additional information on the impact of this proposed approach on the 2013 budget and tax requisitions as well as the impact on individual Electoral Area and Municipal participants. In summary, the necessary tax requisition increase for 2013 would be reduced to 3.8% from the proposed 5.4% for changed service levels, and the overall tax requisition increase for general services would be reduced to 5.8% from the proposed 7.3%. The individual requisition impact by participants is detailed in Appendix B.

Alternative 2

This alternative would have no change to the approach previously approved by the Board and would not change the proposed 2013 budget.

STRATEGIC PLAN IMPLICATIONS:

As has been described previously this project is aligned with the 2013 to 2015 Board Strategic Plan Action Area for Transportation. Rail is identified as a transportation alternative and a method of reducing transportation emissions. In providing this funding to ICF the Board continues to support positive action towards established strategic plan goals.

SUMMARY/CONCLUSIONS:

The Island Corridor Foundation has requested \$3.2M in funding from the Capital Regional District, Cowichan Valley Regional District, Comox Valley Regional District, Alberni Clayoquot Regional District and the RDN for rail infrastructure upgrades. The RDN's share of the funding is \$945,000. The RDN Board has approved the provision of this funding to the ICF as a Grant-in-Aid in 2013.

Following the RDN Board approval, staff have reviewed options with the ICF for providing the funding such that the financial needs of the project are met, while the impact of the funding on the annual tax requisition is reduced. As outlined in the staff report a viable option of spreading the approved funding of \$945,000 over the 2013 and 2014 budget years has been identified.

At this time staff recommend that the Board approve the two part approach to the Grant-in-Aid funding for the ICF as outlined in this report.

RECOMMENDATION:

1. That the Board approve the provision of the approved Grant-in-Aid funding to the Island Corridor Foundation (ICF) in two parts - \$404,500 in 2013 and \$472,500 in January, 2014; and
2. That the proposed 2013 budget and 2013 to 2017 Financial Plan be revised to reflect this approach to funding for the Island Corridor Foundation rail infrastructure project.



P. Thorkelsson, CAO



2013 BUDGET
ANALYSIS OF CHANGES IN GENERAL PROPERTY TAX/MUNICIPAL SERVICE PARTICIPATION REVENUES

	% Change		
General Services Property Tax Revenues 2012		31,247,511	
Changed service levels			
Grants in Aid		404,500	ICF \$945,000 grant split over 2013/2014; 2013 share \$472,500 less \$68,000 SCIF grant
Grants in Aid		10,000	Nanaimo Hospice Society grant
District 68 Search and Rescue		2,665	Nanaimo Search & Rescue new agreement effective 2013
District 68 Search and Rescue		11,326	Marine Search & Rescue new agreement effective 2013
Northern Community Recreation		9,700	Arrowsmith Community Enhancement Society grant increase
Electoral Areas		10,240	Possible additional cost for travel/convention as FCM in Vancouver 2013
Various services with advisory committees		11,500	Reimburse committee volunteers for mileage
Drinking Water/Watershed Protection		27,572	New municipal participation/changed rates
Emergency Planning		7,447	Maintain programs with end to federal funding
Regional Growth		25,000	Commercial Lands Study; transfer 25K to reserves for use in 2014
Regional Parks		30,000	Nanaimo Area Land Trust Grant
Regional Parks		26,000	Moorecroft Implementation Plan
Regional Parks		10,000	Guardians of the Estuaries funding
EA H Community Parks		5,000	Lighthouse Community Hall Field Lighting
Wastewater Services		53,000	Annualization of Project Engineer position
Southern Community Wastewater		30,000	Departure Bay Force Main routing study
Transportation Services		526,620	Annualized 2012/2013 service expansions
	3.8%	1,200,570	
Changes for Other Jurisdictions			
Errington Fire Department		30,741	Increase reserve fund transfer for building reserve
Dashwood Fire Department		6,000	Additional volunteer training/equipment
D68 E911		10,550	Revised RCMP contract & FireCom increased expense, final costs pending
D69 E911		10,705	Revised RCMP contract
Southern Community - Facilities & Sportsfield agreement		2,313	Current estimate only - pending final 2012 costs from Nanaimo
Northern Community - Sportsfield agreement		4,875	Current estimate only - pending final 2012 costs from Parksville & Qualicum
Vancouver Island Regional Library		92,840	Budget per VIRL
	0.5%	158,024	
Changes within existing service levels			
Other increases/decreases		450,597	
	1.4%	450,597	
General Services Property Tax Revenues 2013 - Change	5.8%	33,056,702	



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final		2013 Proposed		Change from 2012		Changed Service Levels	Other Jurisdictions	Existing Service Levels
City Of Nanaimo	12,988,648	13,816,000	827,352	6.4%			796,338	0	31,014
General Services Tax cost per \$100,000									
Regional Parcel Taxes	\$80.20	\$86.70							
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$3.00	\$4.00							
	\$95.20	\$102.70							
	\$8.85	\$7.50							
District of Lantzville	673,372	692,179	18,807	2.8%			20,574	1,866	(3,633)
General Services Tax cost per \$100,000									
Regional Parcel Taxes	\$84.80	\$93.60							
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$3.00	\$4.00							
	\$99.80	\$109.60							
	\$8.37	\$9.80							
City Of Parksville	3,923,224	4,215,745	292,521	7.5%			104,862	2,660	184,999
General Services Tax cost per \$100,000									
Regional Parcel Taxes	\$147.60	\$161.10							
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$6.00	\$7.00							
District 69 Community Justice	\$3.20	\$3.20							
	\$168.80	\$183.30							
	\$13.66	\$14.50							
Town of Qualicum Beach	3,044,464	3,130,686	86,222	2.8%			69,233	3,162	13,827
General Services Tax cost per \$100,000									
Regional Parcel Taxes	\$143.40	\$150.70							
Regional Parks	\$12.00	\$12.00							
Drinking Water/Watershed Protection	\$6.00	\$7.00							
District 69 Community Justice	\$3.20	\$3.20							
	\$164.60	\$172.90							
	\$12.65	\$8.30							



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final	2013 Proposed	Change from 2012	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area A						
General Services Tax cost per \$100,000	1,582,487	1,665,854	83,367	29,153	17,632	36,582
Regional Parcel Taxes	\$127.20	\$139.00	5.3%	1.8%	1.1%	2.3%
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$149.20	\$160.00				
	\$5.34	\$10.80				
Electoral Area B						
General Services Tax cost per \$100,000	971,899	1,012,241	40,342	19,253	8,335	12,754
Regional Parcel Taxes	\$72.40	\$80.20	4.2%	2.0%	0.9%	1.3%
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$94.40	\$101.20				
	\$1.73	\$6.80				
Electoral Area C						
General Services Tax cost per \$100,000	900,043	962,312	62,269	17,585	22,280	22,404
Regional Parcel Taxes	\$128.90	\$130.60	6.9%	2.0%	2.5%	2.5%
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
	\$150.90	\$151.60				
	\$7.29	\$0.70				
Electoral Area E						
General Services Tax cost per \$100,000	1,850,382	1,984,970	134,588	45,916	18,288	70,384
Regional Parcel Taxes	\$96.50	\$108.00	7.3%	2.5%	1.0%	3.8%
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community District 69 Community Justice	\$1.30	\$1.65				
	\$3.22	\$3.20				
	\$123.02	\$133.85				
	(\$0.60)	\$10.83				



**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2012 Final	2013 Proposed	Change from 2012	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area F	1,745,630	1,828,958	83,328 4.8%	23,087 1.3%	56,218 3.2%	4,023 0.2%
General Services Tax cost per \$100,000	\$129.60	\$143.60				
Regional Parcel Taxes						
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$156.12	\$169.45				
	(\$4.72)	\$13.33				
Electoral Area G	2,159,583	2,312,508	152,925 7.1%	47,293 2.2%	24,422 1.1%	81,210 3.8%
General Services Tax cost per \$100,000	\$135.40	\$146.70				
Regional Parcel Taxes						
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$161.92	\$172.55				
	(\$0.06)	\$10.63				
Electoral Area H	1,407,779	1,435,249	27,470 2.0%	27,276 1.9%	3,161 0.2%	(2,967) -0.2%
General Services Tax cost per \$100,000	\$130.70	\$143.40				
Regional Parcel Taxes						
Regional Parks	\$12.00	\$12.00				
Drinking Water/Watershed Protection	\$10.00	\$9.00				
Economic Development Northern Community	\$1.31	\$1.65				
District 69 Community Justice	\$3.21	\$3.20				
	\$157.22	\$169.25				
	\$5.10	\$12.03				
General Services Tax Revenues	31,247,511	33,056,702				
Local Services Tax Revenues	6.0%	5.8%				
Tax Revenues/Municipal Participation Agreements	6,951,490	7,300,387				
	38,199,001	40,357,089				
	6.0%	5.6%				



CAO APPROVAL		
EAP		
COW	✓	
JAN 24 2013		
RHD		
BOARD		

MEMORANDUM

TO: Paul Thompson
Manager of Long Range Planning

DATE: January 21, 2013

FROM: Greg Keller
Senior Planner

FILE: 5280 22 CDF

SUBJECT: Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership Statement of Cooperation

PURPOSE

To introduce the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership and request that the RDN become a participant by signing the attached Statement of Cooperation as requested by the Ministry of Forests, Lands, and Natural Resource Operations.

BACKGROUND

Staff are in receipt of a request from the Ministry of Forests, Lands, and Natural Resource Operations (The Ministry) requesting the Regional District of Nanaimo (and other local governments) join a new group called the Coastal Douglas-Fir and Associated Ecosystems Conservation Partnership (CDFCP).

The CDFCP arose from the recognition of a need for a more strategic and collaborative approach among those involved and interested in conservation efforts for Coastal Douglas-fir ecosystems. The partnership is a result of a series of Ministry hosted discussions and workshops including different levels of governments, non-government conservation organizations, and community residents who expressed interest in working together to more effectively achieve shared conservation goals. The CDFCP will promote shared stewardship and will identify conservation priorities, reduce duplication of effort amongst different agencies, share resources and information, and provide support to its participants.

The CDFCP would be comprised of agencies such as government (federal, provincial, First Nations, regional, local), land trusts, environmental stewardship groups, resource industry professionals, private landowners, and academic institutions and individuals that are interested in promoting and protecting healthy Coastal Douglas-fir and associated ecosystem into the future.

A Terms of Reference for the CDFCP (as provided by the Ministry) is included as Attachment No. 1. It describes the purpose, structure, operating procedures, geographic scope and short term goals of the CDFCP. The Ministry has requested that the RDN review the Terms of Reference and sign a Statement of Cooperation (SOC) (see Attachment No. 2) indicating its commitment to conservation of the Coastal Douglas-fir and Associated Ecosystems through a set of seven beliefs.

The SOC avoids making direct, enforceable commitments. Rather the commitment is to recognize the importance and understand the vulnerability of the Coastal Douglas-fir biogeoclimatic zone and to

support working collaboratively to help conserve its essential elements and associated ecosystems. The Ministry has indicated that the SOC can be signed both by '*Participants*', who represent a government or organization, and '*Supporters*', who have no such affiliation. The Ministry has requested that the SOC be signed at the Director-level or equivalent.

Coastal Douglas-fir Biogeoclimatic Zone

A biogeoclimatic zone is a broad geographical area with a relatively uniform climate, characterized by a diverse range of vegetation, soils and, to a lesser extent, animal life reflecting that climate. Zones are generally named after the dominant tree species and a descriptor of the general climate or region. A Biogeoclimatic zone may contain several different ecosystem types.

The Ministry as well as some academics and conservation organizations indicate that the Coastal Douglas-fir Biogeoclimatic zone (CDF) is the smallest and most at risk zone in BC and is of conservation concern. This is partly because the CDF zone is restricted to elevations below 150 m above sea level along southeastern Vancouver Island, from Bowser to Victoria, the Gulf Islands south of Cortes Island, and a narrow strip along the Sunshine Coast near Halfmoon Bay including both rural and urban areas. Much of the lands in the RDN are within the rare CDF zone which is less than 1% of BC's landmass and is under extreme threat to degradation by urban and rural development and logging.

The CDF zone has been identified as home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperiled or critically imperiled. For example, the CDF is the only area in Canada that supports Garry oak ecosystems, one of the most diverse and endangered ecosystems in British Columbia. In addition very few older forest ecosystems remain in the CDF zone, and those that do are highly fragmented and exist as isolated pockets amongst land that has been previously altered. The CDF is facing a number of threats including urban and rural development, resource extraction, and the introduction of invasive species.

According to the Ministry, overall approximately 80% of the CDF zone is privately owned land, 9% is Provincial crown land, and 11% is owned by other levels of government. The high proportion of privately owned land requires a cooperative stewardship approach, which the CDFCP, with its broad membership base, is intended to facilitate.

DISCUSSION

The Board has previously expressed support for actions to protect the CDF zone. At a special Board meeting on January 12, 2010, the Board supported a proposed Provincial Government Crown Land Coastal Douglas-fir conservation initiative by sending a letter to the Provincial Government. The Board also requested that the Province expand the initiative to include all parcels of Crown land within the Coastal Douglas-fir biogeoclimatic zone and to extend the initiative to protect all remaining parcels of Crown land within the E&N Railway land area, including District Lot 33.

If the Board decides to sign the SOC, the RDN would become a '*Participant*' in the CDFCP and would indicate that the RDN agrees with the seven CDF conservation beliefs outlined in the SOC. It should be noted that signing the SOC does not commit the RDN to any particular actions.

Based on the attached Terms of Reference, the RDN would most likely want to be involved in the Local Government Working Group which may require meetings or workshops from time to time. Involvement in the CDFCP, at this level, would not require additional staff resources.

Participating in the CDFCP offers a number of potential benefits for the RDN including:

- access to additional information sources and support that could help inform future policies, bylaws, and decisions;
- opportunities to collaborate on common CDF conservation issues;
- being part of information sharing networks consisting of a diverse range of participants;
- opportunities for inclusion in conservation projects that span Regional District boundaries; and,
- assistance with raising public awareness of CDF conservation issues.

STRATEGIC PLAN AND GROWTH MANAGEMENT IMPLICATIONS

Coastal Douglas-fir conservation and the protection of sensitive ecosystems is consistent with the Board's 2013 – 2015 Strategic Plan by encouraging environmental sustainability, promoting regional collaboration, and enhancing relationships between the RDN and adjacent regional districts, senior levels of government, and First Nations.

Participation in the CDFCP is consistent with the implementation actions for Goal 2 – Protect the Environment of the Regional Growth Strategy (RGS). In addition, the RGS contains a number of policies in support of preservation of environmentally sensitive areas. Participating in the CDCF is consistent with these policies.

OFFICIAL COMMUNITY PLAN IMPLICATIONS

The CDFCP may result in new information, regional initiatives, and identified actions and recommendations that could be considered in future OCP reviews. Future OCP reviews are likely to benefit from any additional information or resources that result from the CDFCP.

SUSTAINABILITY IMPLICATIONS

Participating in the CDFCP would advance environmentally sensitive areas conservation goals in the region by working collaboratively with other local governments, ENGO's, senior levels of government, First Nations, and other stakeholders.

FINANCIAL IMPLICATIONS

Although participation in the CDFCP has no direct costs other than in-kind staff time contributions, the Terms of Reference indicates that the CDFCP will initially be funded by participants. It is unclear at this time what the costs may be and how the cost is proposed to be distributed amongst participants. One of the short term outcomes for the CDFCP Steering Committee is to develop a work plan and budget and hire a Coordinator. At that time, it should become apparent what the funding requirements of the CDFCP will be and whether the CDFCP will approach the participants for funding. Notwithstanding the

above, the Ministry is not requesting any funding at this time and signing the SOC does not commit the RDN to provide funding at a later date.

ALTERNATIVES

1. To receive the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Terms of Reference and sign the Statement of Cooperation as requested by the Ministry.
2. To receive the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Terms of Reference and Statement of Cooperation and take no further action.

SUMMARY/CONCLUSIONS

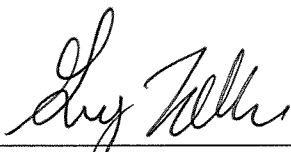
The RDN has been invited to participate in a new initiative called the CDFCP which is a group of agencies and individuals such as land trusts, government (federal, provincial, First Nations, regional, local), environmental stewardship groups, resource industry professionals, private landowners, and academic institutions that are interested in promoting and protecting healthy Coastal Douglas-fir and associated ecosystems into the future

Participating in the CDFCP is consistent with the Board’s Strategic Plan and the Regional Growth Strategy and would provide potential benefits to the region. In addition, it is expected that participation would have minimal impact on staff resources.

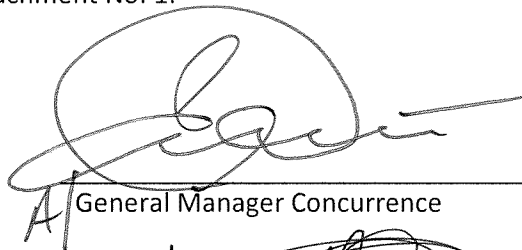
Therefore, staff recommends that the RDN support the CDFCP and sign the SOC included as Attachment No. 2.

RECOMMENDATIONS

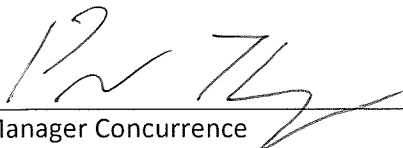
That the Board support the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership and sign the Statement of Cooperation included in Attachment No. 1.



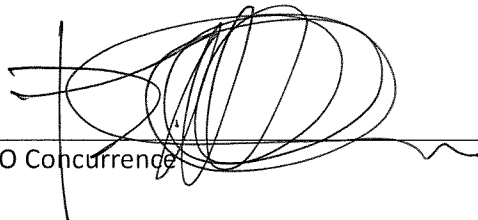
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

Attachment No. 1
Terms of Reference (As provided by the Ministry)

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) Terms of Reference

Background

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is the smallest and most at risk zone in BC and is of conservation concern (Biodiversity BC, 2008). The CDF zone is home to the highest number of species and ecosystems at risk in BC, many of which are ranked globally as imperiled or critically imperiled (BC CDC, 2012). The global range of the CDF lies almost entirely within BC, underscoring both its global uniqueness and BC's responsibility for its conservation. Of all the zones in BC, the CDF has been most altered by human activities. Less than 1% of the CDF remains in old growth forests (Madrone, 2008) and 49% of the land base has been permanently converted by human activities (Hectares BC, 2010). The trend of deforestation and urbanization continues and has resulted in a natural area that is now highly fragmented with continuing threats to remaining natural systems. Approximately 9% of the CDF zone is protected in conservation areas (MFLNRO, 2011). The extent of disturbance combined with the low level of protection places the ecological integrity of the CDF zone at high risk (Holt, 2007).

In response to complaints to the Forest Practices Board related to logging of endangered plant communities on Crown Land in the CDF zone, the province of BC released its CDF Conservation Strategy in 2008. Along with the protection of an additional 1600 ha of CDF under a Land Use Order and completion of terrestrial ecosystem mapping for 80% of the zone (excluding CDF in Lower Mainland), the strategy included a commitment to raise awareness and promote CDF stewardship to private land owners, local governments, and environmental non-government organizations (ENGOS). Since 2010 the province has hosted a series of workshops to both share information and solicit ideas on how to better address CDF conservation issues on a land base with a unique land ownership pattern where approximately 80% of the CDF zone is private land, 9% is provincial crown land and 11% is owned by other levels of government. A growing awareness of these issues has resulted in an increased interest in stewardship amongst the people, organizations and governments in the CDF zone.

One of the highest priority recommendations, from the feedback received at the workshops since 2010, relates to the need for a more strategic and collaborative approach amongst those working on CDF conservation issues to identify shared priorities, reduce duplication of effort and share resources and information. Another recommendation was to include the Coastal Western Hemlock Eastern Very Dry Maritime (CWHxm1) variant in the discussion because of the transitional area between the two biogeoclimatic units, the anticipated changes in boundaries due to the effects of climate change, and in many areas, similar levels of loss and fragmentation to that of the CDF. A key difference between the CWHxm1 and the CDF is that the CWHxm1 is much broader in range in BC and extends into the Pacific Northwest of the USA.

With these recommendations in mind, an ad hoc group of representatives from various levels of government, community residents, and ENGOs have met since the fall of 2011. At a workshop in March 2012 attended by a wide range of organizations, governments, resource professionals and private citizens, the concept of a partnership was widely endorsed. One of the action items from the workshop was to task a small group to develop a DRAFT Terms of Reference (TOR) to be presented back to the larger audience by June, 2012. The workshop participants requested that the TOR address options for the group's name, its mandate and its geographic scope. The concept of the Coastal Douglas-fir and Associated Ecosystems Conservation Partnership (CDFCP) had been launched.

Purpose

The CDFCP is intended to be a forum for communication and collaboration regarding the maintenance and restoration of healthy Coastal Douglas-fir and Associated Ecosystems (CDFAE) (see map in Appendix A). The CDFCP recognizes the need for shared stewardship of CDFAE and will strive to focus resources collaboratively, strategically and transparently so as not to duplicate existing conservation efforts and to maximize conservation gains.

The CDFCP will strive to strategically address ongoing threats to CDFAE conservation due to growing human populations, development, and resource use through collaborative engagement of parties with the goal of raising awareness of conservation issues and promoting conservation objectives in a respectful manner.

The CDFCP will endeavour to support and explore synergies with its partners and will recognize existing conservation planning and initiatives and will endeavor to build upon, promote and support those initiatives whenever possible and incorporate existing plans into CDFCP outcomes. The Partnership will strive to not negatively impact a partner's ability to carry out their mandate.

The CDFCP recognizes the importance of basing decisions on the best available science and will provide an information sharing forum to disseminate information such as mapping resources and provide advice to support conservation initiatives occurring throughout the CDF and CWHxm1.

Conservation Partnership Composition, Roles and Responsibilities

Participants and Supporters:

The CDFCP will be an affiliation of a broad range of stakeholders who share a common focus on CDFAE conservation. It includes agencies and individuals that are interested in promoting and protecting healthy CDFAE into the future. Land trusts, government (federal, provincial, regional, local), environmental stewardship groups, resource industry professionals, First Nations, private landowners and academic institutions are encouraged to become CDFCP Participants or Supporters and are invited to participate in related working groups. Participants are affiliated with a government or organization whereas Supporters have no such affiliation.

Steering Committee:

The Steering Committee will consist of a maximum of 12 people, preferably with at least one, or possibly two, member from the various sectors listed in Table 1 who will serve as a working executive for the Conservation Partnership. The Steering Committee will be responsible for developing the overall approach of the Conservation Partnership and provide a forum for decision making which reflects the direction the Conservation Partnership chooses. The Steering Committee will be responsible for the day to day management of the Conservation Partnership as well as establishing Working Groups and will provide direction to them. Ideally, the Steering Committee will in part consist of Chairs and/or Co-Chairs of the various Working Groups. The Steering committee and the Conservation Partnership will have no regulatory authority but will provide leadership, strategic guidance and assistance to partners through potential activities such as:

- Guiding development and implementation of plans and/or strategies
- Recommending priorities
- Engaging and providing advice to governments and local stakeholders
- Securing funding where required
- Providing and accessing specialized expertise
- Facilitating the collection and dissemination of data and information
- Facilitating public outreach and education
- Supervising and directing the CDFCP Coordinator

Table 1. Potential Composition of CDFCP Steering Committee (may be more than one representative per sector)

Name	Organization	Role
All TBD	Ministry of Environment	
	Ministry of Natural Resource Operations	
	Federal Government	
	Local Government	
	First Nation	
	ENGO	
	Resource Sector	
	Academia	
	Private Land Owner (member at large)	

See **Appendix B** (to be developed later) for contact information for each Steering Committee member.

CDFCP Coordinator:

The Conservation Partnership Coordinator will be responsible for:

- Coordinating meetings for the:
 - CDFCP Steering Committee
 - CDFCP Working Groups

- Coordinating communications materials with direction and input from the Steering Committee
- Acting as a flow-through for information dissemination to CDFCP Participants and Supporters
- Other activities outlined in the CDFCP Coordinator job description

The Conservation Partnership Coordinator will report directly to the Chair(s) of the Steering Committee.

Working Groups:

Working Groups which report to the Steering Committee will be established to complete specific priority activities laid out in subsequent plans and/or strategies. Working groups will select Chairs or Co-chairs who will be responsible for guiding the group to carry out identified priority tasks and report back to the Steering committee.

A number of possible Working Groups have been discussed. These will need to be refined and approved by the stakeholders of the Conservation Partnership and Steering Committee. They include:

a) Restoration and Stewardship group

The Restoration and Stewardship Working Group will focus on active restoration of CDFAE as well as promoting stewardship of CDFAE through existing organizations and information sharing between organizations.

b) Science/Technical

The Science/Technical Working Group (STWG) will provide advice and data to the Conservation Partnership, the Steering Committee and Working Groups, based on the best available science and mapping. Where the STWG does not have the appropriate level of expertise in-house for a particular subject, it will consult with appropriate experts.

c) Local Government

Due to the overlap of objectives, the Local Government Working Group (LGWG) may consist of the same membership as and be associated with regional implementation of the Species and Ecosystems At Risk Local Government Working Group (link: http://www.env.gov.bc.ca/wld/sear_l_gwg/) and will respect the recommendations and TOR that guide that group, while also meeting the recommendations and TOR of the CDFCP.

d) Resource Sector

The Resource Sector Working Group (RSWG) will be associated with natural resource extraction industries active in CDFAE. The RSWG recognizes economic activities exist within CDFAE and are an important part of local economies. The RSWG will engage others in the resource sector to:

- raise awareness of CDFAE conservation issues
- increase awareness of the impacts of resource extraction activities on CDFAE

- develop and promote best management practices to reduce impacts on CDFAE
- seek ways to increase the compatibility of resource activity outcomes with CDFAE conservation objectives
- explore and promote alternate economic opportunities that are more consistent with the CDFAE conservation objectives

e) Outreach and Education

The Outreach and Education Working Group (OEWG) is responsible for increasing awareness of CDFAE and CDFAE conservation issues as well as promoting CDFAE conservation objectives amongst all parties including the general public, all levels of government, CDFAE private landowners, First Nations and the Resource Sector

f) Securement

The Securement Working Group (SWG) will consist of land trust organizations who will collaborate on land securement priorities for CDFAE and methods for land securement including conservation covenants, land donations, eco-gifts, land acquisition, Crown Land securement and other voluntary conservation methods. Representatives of this Group will liaise with the Land Securement Subcommittee of the Conservation Partners of BC.

Geographic Scope

The Geographic Scope of the CDFCP includes the CDF and CWHxm1 biogeoclimatic zone/subzones, featured on the map in Appendix A.

Operating Policies and Procedures

Meetings

- Regular meetings of the Steering Committee at a minimum of every 3 months
- Meetings of the Conservation Partnership (open to the public) once a year
- Meeting procedures by consensus of CDFCP members
- Regular meeting dates established at start of the year
- Other meeting dates at the call of the Co-Chairs
- Members who are unable to attend can be represented by an alternate or can provide their written input prior to a meeting or join via teleconference
- Resource people or community representatives may be invited to attend specific meetings where their input would be of benefit

Decision-making

- Consensus model as much as possible
- If decision-making by consensus cannot be achieved, quorum for the decisions of the steering committee will be 50%+1 of active members
- Steering Committee members will be mindful and make best efforts to act in accordance with the following "Ground Rules"

“Ground Rules”

- Steering Committee members will:
 - come well prepared to discuss issues.
 - recognize concerns & interests of others, whether or not they agree with them.
 - share discussion time, encourage full participation and search for common understanding.
 - state their own views clearly, listen carefully to others, and explore issues fully before forming conclusions.
 - work in a spirit of collective problem solving.
 - communicate with respect and courtesy – no interrupting or side conversations.
 - strive to reach consensus.
 - support a decision, strategy or plan once it is adopted.

Communications outside Partnership

A spokesperson or spokespersons chosen by the Steering Committee may communicate on behalf of the CDFCP for the purposes of advancing a plan or strategy endorsed by the Conservation Partnership. In the absence of a plan or strategy, the spokesperson(s) may communicate on behalf of the CDFCP to provide support for conservation initiatives occurring within the CDFAE.

Participants can promote the Conservation Partnership but may not communicate on behalf of the Conservation Partnership without the approval of the Steering Committee. CDFCP participants will not use their participation in the CDFAE Conservation Partnership to advance their own interests without first consulting and receiving approval of the Steering Committee.

Funding

Funding will initially be secured through CDFCP participants. As the CDFCP matures, other funding models may be considered.

The Conservation Partnership will exist independently of operating and project funding. Where funds are sought, they will support the interests outlined in this Terms of Reference or will advance the goals and objectives of a CDFCP conservation plan or strategy. Where synergies exist, the Conservation Partnership will endeavour to seek funds that will also support its partners and wherever possible, fundraising for the CDFCP will be done in novel ways and efforts will be made to seek funds from sources not available to partner groups. Members of the CDFCP participate on a voluntary basis and are not financially compensated for their time by the partnership. Steering Committee members may be reimbursed for travel costs in order to attend the face-to-face meetings or workshops if funds are available.

Short Term Outcomes

The Steering Committee, in collaboration with CDFCP Participants and Supporters and Working Groups will work to produce the following outcomes:

1. *CDFCP Interim Budget:*

Within three months, the Steering Committee will complete an interim budget to define the financial resources required to implement the interim work plan, establish and resource priority working groups and hire a Conservation Partnership Coordinator.

2. *CDFCP Interim Work Plan:*

Within three months, the Steering Committee will complete an interim work plan to guide its work prior to the adoption of a CDFCP Conservation Plan/Strategy. This interim plan will include:

- A communications statement indicating how the Conservation Partnership will communicate with funders, the public, Conservation Partners and other agencies in absence of a CDFCP Conservation Plan/Strategy. Communications may include website development, indications of support to partners requesting endorsement of CDFCP related projects and CDFAE information materials.
- Information on immediate action items and responsibilities of the CDFCP Working Groups

3. *Establishment of CDFCP Working Groups:*

Within 6 months, the Steering Committee will establish the membership of the CDFCP Working Groups. **Within one year**, the CDFCP Working Groups will create their own Terms of Reference which will include information about:

- Goals and objectives
- Member responsibilities
- Meeting frequency and attendance
- Decision making
- Communication within the working group, with other working groups, outside agencies and with the Steering Committee

4. *CDFCP Coordinator:*

Within 6 months, the Steering Committee will create a job description and funding plan for a CDFCP Coordinator. **Within one year**, a Coordinator position will be funded and filled.

5. *CDFCP Conservation Plan/Strategy:*

Within one year, the Steering Committee will complete a CDFCP Conservation Plan/Strategy that includes:

- A vision statement
- Conservation goals
- Measureable targets
- Assessment of threats
- Recommended actions and lead agencies for the actions
- Proposed budget and financing plan

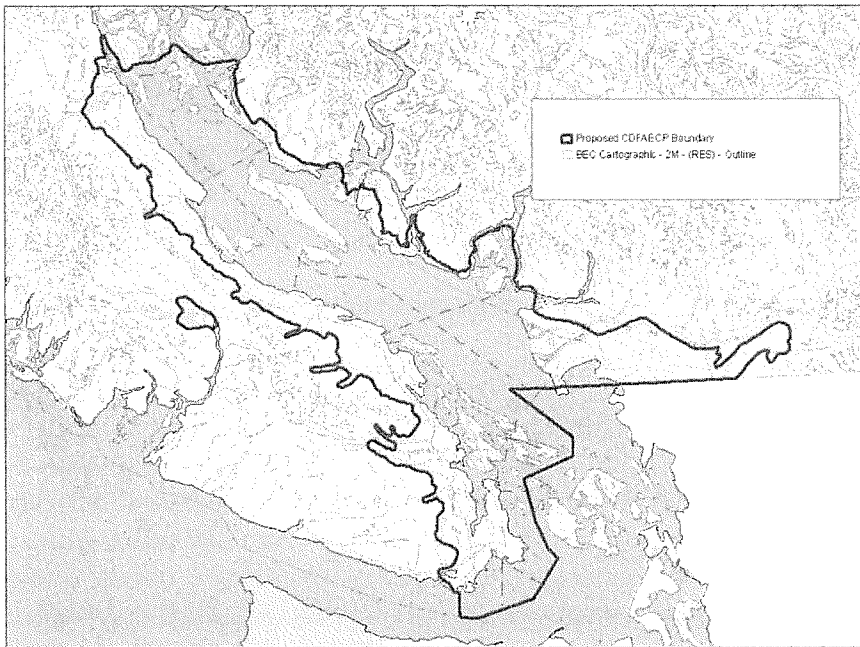
The CDFCP Conservation Plan/Strategy will incorporate and recognize existing conservation plans and will not duplicate work that has already been done. CDFCP Participants and Supporters will be asked to provide input into the Plan/Strategy and endorse the CDFCP Conservation Plan/Strategy upon its completion.

6. *Implementing the CDFCP Conservation Plan/Strategy:*

By the spring of 2014, the Conservation Partnership will begin implementing the Conservation Plan/Strategy through the Steering Committee in collaboration with the Working Groups.

Appendix A

Coastal Douglas-fir and Associated Ecosystems Conservation Partnership Boundary



Please note: Except for the Howe Sound area the CDFAECP boundary follows the CWHxm1 Biogeoclimatic boundary (FLNRO, 2012).

Appendix B

Steering Committee Contact Information

We believe that:

1) *biodiversity is a key component of Canada's national heritage.*

Both Canada and British Columbia have made international and national commitments to conserve biological diversity. Biodiversity includes all species and ecological communities and the interactions between them and has both inherent and economic values that justify its conservation. We are committed to preserving this rich component of our national heritage for future generations.

2) *the Coastal Douglas-fir Biogeoclimatic Zone is a unique and special place.*

The Coastal Douglas-fir biogeoclimatic zone (CDF zone) is unique and found almost exclusively in British Columbia. It is an area of extremely rich biological and ecological diversity and supports species and ecosystems that do not occur elsewhere in Canada. It has international significance because of its limited range in North America. This zone is also home to an increasing number of people drawn by the quality of life and the mildest climate in Canada. This area supports a wide range of agricultural, forestry, mining, recreation and tourism activities.

3) *the future integrity of the Coastal Douglas-fir and Associated Ecosystems is threatened.*

We will not take the future health of the Coastal Douglas-fir and Associated Ecosystems (CDFAE) for granted. Although the area's economic wealth has long been based on its abundant natural resources, population growth and associated human activities now threaten the natural environment which has made it so special and attractive. There are 43 Red and Blue-listed ecological communities in the CDF zone alone and 278 species at risk, of which 107 are listed by COSEWIC and 99 are listed under the federal Species At Risk Act (SARA) (BC CDC, 2012)

4) *it is not too late to secure the ecological integrity of the CDFAE for future generations.*

All the necessary elements of a Conservation Partnership are in place. Governments, non-government organizations, community groups and individuals are aware of the many conservation issues facing the CDFAE and recognize the need to preserve this special place. There is adequate scientific information to make informed decisions. We are strongly committed to cooperation and partnership for conservation of the CDFAE.

5) *protecting this special place is our shared responsibility.*

With this *Statement of Cooperation*, we are focusing the energies and efforts of an emerging Conservation Partnership so that we can make a coordinated contribution toward addressing the conservation issues facing the CDFAE. We wish to engage the considerable skills, energy and resources of our governments, NGOs, community groups, educators, youth, workers, industry and business. We intend to work through cooperative mechanisms currently in place to inform and involve others. This will produce an open and transparent process of establishing priorities, identifying opportunities for

effective cooperative action, and measuring progress. We will work with, and be guided by, existing conservation planning initiatives that affect conservation of the CDFAE.

6) the Aboriginal peoples of the Coast play a special role in the future of the natural system.

Through their long historical relationship with the lands and resources, the Aboriginal peoples of the CDFAE have acquired a special knowledge. To conserve and protect the area, we will work closely with the Aboriginal peoples of the CDFAE, so their unique perspective can contribute to our common efforts.

7) we will build on the progress made to date.

In our efforts to work closely together for the future of the CDFAE, we will build on the conservation activities and working relationships that have already been established in the area. Many programs and initiatives have protected portions of the landscape, implemented successful stewardship projects, created conservation plans, produced research results, and produced an array of informative publications.

We intend to work together to facilitate practical and effective conservation of the CDFAE

This *Statement of Cooperation* states our shared principles, goals and challenges. It provides a framework for collaboration on future initiatives through this Conservation Partnership, and will establish common priorities and a means to coordinate many of the initiatives already underway. We will be guided by our Terms of Reference, we will cooperate in an open and accountable manner, translate our commitments into actions, and monitor our progress. Research, monitoring and evaluation activities will provide new information and we are committed to considering and incorporating new information in our conservation approaches, priorities and management.

In working together towards the goals set out in this Statement of Cooperation, we welcome the ideas and efforts of all residents and organizations concerned about the future of the CDFCP. It is our intention to add new signatures to the Statement of Cooperation as new partners adopt the principles outlined in this document.

[Signature]

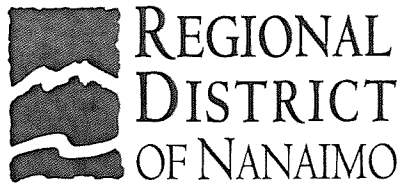
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RDN REPORT	
CAO APPROVAL	
EAP	<input checked="" type="checkbox"/>
COW	<input checked="" type="checkbox"/>
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RHD	
BOARD	

MEMORANDUM

TO: Carey McIver
 Manager of Solid Waste Services

DATE: February 1, 2013

FROM: Jeff Ainge
 Zero Waste Coordinator

FILE: 5380-20-STEW

SUBJECT: Packaging and Printed Paper Product Stewardship – Update Report

PURPOSE

To provide the Regional Board with an update on the design and implementation of the provincial stewardship program for packaging and printed paper.

BACKGROUND

In August 2012, the Regional Board received a staff report which outlined a May 2011 amendment to the Provincial Recycling Regulation with respect to Packaging and Printed Paper (PPP). The report noted how the change to the legislation is likely to impact the collection and processing of a broad range of recyclable materials by requiring residential PPP to be managed under a Product Stewardship Program.

The amendment shifts financial and administrative responsibility for managing these materials from local governments to the producers of PPP. This transfer of responsibility is intended to incent producers of PPP to incorporate environmental considerations into the design of their products. In other words, the ultimate goal is to have less waste produced.

Product stewardship (also known as Extended Producer Responsibility or EPR) is intended to provide waste management systems whereby producers and consumers assume the cost and lifecycle responsibility for the products they produce and use. Product stewardship by definition is user-pay waste management instead of government operated and taxpayer-financed waste management.

Multi-Material British Columbia

With the amendment to the Recycling Regulation, producers of PPP became obligated to submit a stewardship program plan for the Ministry’s approval. To lead the planning and implementation process a number of key industry players formed a not-for-profit agency, Multi-Material British Columbia (MMBC). Following considerable research and consultation, MMBC submitted their final draft stewardship plan to the Minister of Environment by the November 19, 2012 deadline.

Draft Stewardship Plan

Solid Waste Services staff at the RDN and City of Nanaimo, along with BFI staff (the collection contractor), took advantage of the opportunity to review the submitted final draft Plan with a focus on exploring how it would impact our existing recycling collection programs. The submission prepared by staff is appended to this information report as Attachment 1.

The draft Plan acknowledges that local governments are currently the primary service providers for recycling collection, and they often have involvement with processing and marketing recyclables as well (although this is not the case for the RDN or City of Nanaimo). The new stewardship program proposed by MMBC splits the delivery of the program into two elements; Collection and Processing.

Collection

The draft Plan's delivery model effectively supplants the roles long held by local government. However, local governments already involved with recycling collection are being provided the right of first refusal to continue to provide collection service. By meeting certain predetermined standards to become a qualified collector, collection providers will enter into a collection agreement with MMBC. Financial incentives (a "Market Clearing Price") will be offered to qualified collectors by MMBC to reflect the costs of collection, and for providing the first point of public contact, as well as education and promotion. At this time there has been no indication of the Market Clearing Price dollar value.

Both City of Nanaimo and RDN staff expect to pursue the route of becoming qualified collectors. Staff believes this will lessen the opportunities for confusion and ensure continuation of the service levels enjoyed by residents, and will maintain the collection contract efficiencies (especially for the RDN with the split packer collection vehicles). Qualifying as collection providers and negotiating service agreements with MMBC is expected to take place in the second quarter of 2013.

Processors

As with collection providers, MMBC will contract directly for post-collection (processing) services which will include all activities subsequent to the collection of the PPP materials. These activities include receiving the materials from depots and collection vehicles, consolidation and transfer, handling and sorting PPP, preparing PPP for shipment to end markets or downstream processors, marketing PPP to maximize revenue, and providing reports and data analysis to MMBC.

A Request for Expressions of Interest for post-collection services was issued January 2013. This will be followed up by a post-collection Request for Proposals, expected to be issued in July 2013. The RDN and City of Nanaimo have no financial interest in operating post-collection activities, however staff are keen to see the local competitive market continue (i.e., we do not support the creation of a monopoly).

PPP to be Collected

Most recently on January 18, 2013, MMBC released a draft list of PPP products it intends to include for collection and processing. The vast majority (over 90%) of items on the draft list are already accepted in this region's curbside collection programs. Staff envisage adding the five or six new product types will not have a great impact on the region's already impressive diversion rates, however, if approved the draft list of new items includes plastic plant pots which will likely please many local residents.

Some difficult to collect items that meet the Recycling Regulation definitions for PPP, such as glass containers and expanded polystyrene foam (EPS or Styrofoam) packaging, will be accepted at depots (and not be included in curbside collection). There are established depot collection facilities in this region already accepting these materials. Depot operators and MMBC will enter into separate negotiations and collection arrangements.

UBCM Working Group

The Board will recall that the August 2012 staff report sought Board endorsement for four key recommendations proposed by the UBCM Working Group. In essence, these were for the PPP program to be extended beyond residential PPP to include the industrial, commercial and institutional sector within three years; that the PPP program provide an equitable level of service between rural and urban areas with no diminishment to existing local government collection programs; that local governments be given the right of first refusal for providing PPP stewardship services; and that the program design be such that PPP producers seek ways to minimize packaging.

Some of those recommendations, such as giving local governments the right of first refusal for providing PPP collection services, were incorporated into MMBC's draft stewardship plan. Other items such as giving a firm date for including industrial, commercial, institutional (ICI) PPP in the product stewardship program were not advanced in the draft plan.

The UBCM Working Group continues to meet and provide information to local governments and to have dialogue with MMBC and the Province. It also encourages local governments to become actively involved themselves with reviewing MMBC documents and preparing for the transition to a new PPP stewardship program.

ALTERNATIVES

1. To receive the Packaging and Printed Paper Product Stewardship Update Report for information.
2. To provide staff with alternate direction.

FINANCIAL IMPLICATIONS

Typically, products regulated under product stewardship programs have recycling fees included in their cost to the consumer. The draft MMBC Stewardship Plan anticipates "that producers that choose to be members of MMBC will not apply a fee at the point of sale ... primarily due to the relatively low cost per unit of packaging and printed paper that, for many products, is less than one cent". If producers choose to include a small invisible fee within the product's retail cost to cover administration of the stewardship program, customers will be paying for the collection and processing of PPP at the time of purchase. Those who purchase more PPP will pay more as opposed to those who purchase less packaged goods; which is truly a user pay system.

For qualified collectors, staff expects the financial incentive being proposed by MMBC would cover the majority (if not all) the costs associated with the PPP collection system. These costs include actual recycling collection, along with recycling-related education, promotion and customer service, as well as costs associated with administering collection contracts. While MMBC has not yet announced the value of the incentive, for this region's programs staff calculates these annual costs at around \$30 per curbside customer. The incentive received would offset collection costs and reduce the residential utility fee accordingly.

With respect to the RDN collection program, the changes to collection services agreements will require legal review for both the current collection contract with BFI Canada Inc., and for a new service agreement with MMBC. A limited allocation is available for this in the curbside collection budget.

SUSTAINABILITY IMPLICATIONS

As recently highlighted in a Conference Board of Canada report, the rate of waste generation in Canada is significant and not declining. This is not sustainable. The ultimate goal of the BC Recycling Regulation is to reduce waste generation. The Regulation amendment in 2011 was designed to improve the recovery of PPP materials in BC by shifting the financial and administrative responsibility for managing these materials from local governments to producers and consumers of PPP. This shift should not only increase material recovery but also reduce waste generation and disposal rates as producers begin to design, produce and market products that eliminate unnecessary packaging, and that have been designed for recycling and reuse.

SUMMARY

In May 2011, the BC Government amended the Recycling Regulation to include packaging and printed paper generated by the residential sector. The amendment shifts financial and administrative responsibility for managing these materials from local governments to the producers of packaging and printed paper (PPP).


To meet the requirements under the amended Regulation, key industry players formed a not-for-profit agency (Multi-Material British Columbia (MMBC)) to assume the role of a stewardship agency and to prepare stewardship plans, conduct consultation, and move toward having a new stewardship program in place by the Ministry's target date of May 2014.

A draft Stewardship Plan was submitted to the Ministry of Environment by MMBC in November 2012. Staff at the RDN and City of Nanaimo reviewed the draft plan and submitted a formal response. The staff submission is appended as Attachment 1.

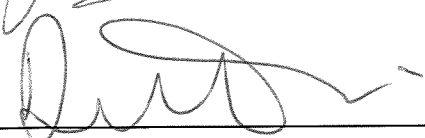
Staff anticipates entering into discussions later this year with MMBC to qualify as a PPP collector. A financial incentive provided by MMBC can be passed on to residents through reduced curbside collection user fees.

RECOMMENDATIONS

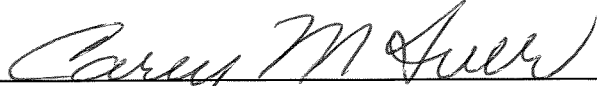
That the Board receive the Packaging and Printed Paper Product Stewardship Update Report for information.



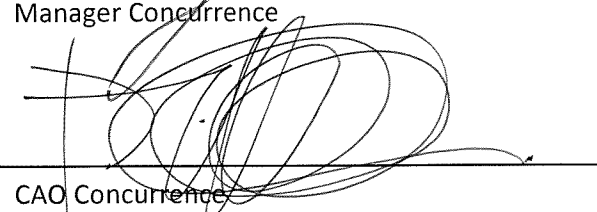
Report Writer



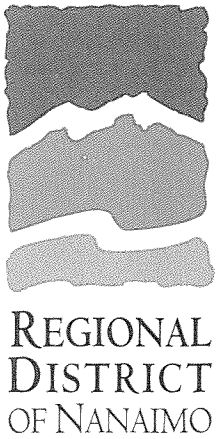
General Manager Concurrence



Manager Concurrence



CAO Concurrence



December 14, 2012

Attachment #1
File:5380-20-STEW

Mr. Allen Langdon, Chair
Multi-Material British Columbia
209-1730 West 2nd Avenue
Vancouver BC V6J 1H6

Dear Mr. Langdon

Re: Packaging and Printed Paper Stewardship Plan – November 19, 2012

Thank you for the opportunity to respond to the Multi-Material BC (MMBC) Packaging and Printed Paper Stewardship Plan dated November 19, 2012. As current operators of mature and effective packaging and printed paper (PPP) collection services, the Regional District of Nanaimo and its member municipalities have a significant interest in ensuring that your proposed stewardship plan builds on rather than detracts from our current waste diversion system. Although we have not provided comments to you on previous MMBC documents, due in part to the size and scope of the information contained therein, we have spent considerable time reviewing your proposed stewardship plan and we are pleased to provide you with our detailed comments and questions.

Due to the time required to prepare reports for Board and Council consideration, as well as the need to provide thoughtful input to your proposed plan, the comments in this submission are made at the staff level. However, please be advised that in August 2012 the RDN Board endorsed the recommendations contained within the policy paper prepared by the Union of BC Municipalities (UBCM) PPP Working Group. In particular our Board was concerned that local governments be given first right of refusal to collect PPP in the RDN. Now that this policy has been adopted in your proposed plan, we will limit our comments and questions to how we anticipate the proposed stewardship plan will affect residents in the RDN, and not the province as a whole.

The following discussion has been prepared by staff from the RDN and City of Nanaimo who are actively involved with managing solid waste collection and disposal systems in the region. As much as possible, we have organized our comments according to the sections contained in your proposed stewardship plan, however, to provide appropriate context, we will preface our remarks with a brief background on the current solid waste management system in the RDN.

RDN Solid Waste Management System

The RDN, located on east Vancouver Island consists of four municipalities (City of Nanaimo, City of Parksville, Town of Qualicum Beach, District Municipality of Lantzville) and seven electoral areas, with a current population of over 150,000 residents. As a local government, the RDN is responsible for solid waste management in the region. This includes municipal solid waste generated from residents (residential), industries, commercial enterprises and institutions (ICI) as well as demolition, land clearing and construction activities (DLC).

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

Ph: (250)390-4111
Toll Free: 1-877-607-4111
Fax: (250)390-4163

RDN Website: www.rdn.bc.ca

Solid Waste Management Plan

Under the provincial Environmental Management Act (EMA), the RDN is required to develop a Solid Waste Management Plan (SWMP) that reflects a long-term vision for managing municipal solid wastes including diversion and disposal activities. The Province approved the RDN's original SWMP in 1988. The main elements of this plan were a transfer station, a resource recovery facility and an engineered landfill designed to manage residuals from the recovery facility (estimated to be 20% of the waste stream). The resource recovery plant was never built due to the inability of the facility's private sector proponent to secure financing. Consequently, in 1991 the newly constructed landfill was receiving 100% of the waste stream and was filling up faster than anticipated.

As a result the RDN began a plan amendment process in 1992 to identify waste diversion options as well as additional disposal capacity, including an extensive landfill siting process. The waste diversion planning process resulted in the development and approval of the 3Rs Plan in 1996, followed by an updated Zero Waste Plan in 2004. The landfill siting process was controversial and ultimately unsuccessful, resulting in a Residual Management Plan (2004) that, in the short-term, relies on optimizing capacity at the existing landfill. This, in turn, has supported the RDN's ambitious 75% waste diversion goal, adopted in response to a real and urgent need to minimize landfill disposal.

Since approving the Zero Waste Plan in 2004, the RDN has developed a sustainable solid waste management system that reconciles economic, social and environmental interests. The system is based on a regulatory framework that includes a Waste Stream Management Licensing scheme to encourage private sector investment in diversion infrastructure; landfill disposal bans to ensure that recyclable material is diverted to licensed facilities; user pay residential curbside collection systems to encourage behavior change; and tipping fees that are set to recover the full environmental and social costs of landfill disposal. System performance is impressive with a projected 2012 annual diversion rate of 787 kg per capita (69%) and disposal rate of 350 kg per capita.

Residential Collection Systems

With respect to residential waste, the RDN and its member municipalities provide curbside collection of garbage, food waste and PPP materials to all 52,000 single family households across the region. The City of Nanaimo provides service to 26,000 households using their own forces to collect garbage and food waste with PPP recycling collection contracted to BFI Canada. The RDN provides service to the 26,000 households using a private contractor (BFI Canada) to collect all three streams.

The single family household collection programs are funded entirely through annual utility fees and not through property taxes. Food waste is collected weekly, with garbage and PPP materials collected on alternating weeks. Garbage is limited to a set out of one can of garbage every other week for the annual fee however residents that generate more than one can may purchase garbage tags at a cost of \$2 each to set out up to two additional cans bi-weekly. System performance is excellent. The average annual collection rate for all single family households is 57 kg per capita for PPP materials, 53 kg per capita for food waste and 71 kg per capita for garbage. If yard waste delivered by residents to depots is factored into these numbers, the single-family residential diversion rate would exceed 70%.

For the multi-family sector, private companies provide for on-site collection of garbage and PPP materials to 11,500 households, with on-site collection of garbage-only to another 500 households. These garbage-only households have the opportunity to deliver their PPP materials to several local depots. System performance for this sector is included in the overall 69% diversion rate for all waste generated in the RDN.

BC Regulatory Context

We acknowledge that the BC Recycling Regulation has been designed to improve the recovery of PPP materials in BC by shifting the financial and administrative responsibility for managing these materials from local governments to producers and consumers of PPP. We also recognize that this shift should not only increase material recovery but also reduce waste generation and disposal rates as producers begin to market products that eliminate unnecessary packaging and that have been designed for recycling and reuse. Nevertheless, we share the concerns voiced by other local governments that the Recycling Regulation falls short in its scope since it is limited initially to residential PPP. Given that the residential sector represents only 30% of the waste generated in the RDN, unless the Recycling Regulation is amended to apply to the PPP generated by the ICI sector, the impact of the aforementioned shift in responsibility will be compromised. Having said that, the RDN and its member municipalities are also concerned that any extension of the Recycling Regulation to the ICI sector should not impair our current system performance since the majority of waste diversion in the RDN comes from the ICI sector.

Recovery Target

The Recycling Regulation specifies that the PPP stewardship program must achieve or is capable of achieving a 75% recovery rate of residential PPP within a reasonable time period. Based on an October 2012 solid waste composition study, as well as reported PPP recovery rates from single family residential households, we estimate that the RDN is already recovering more than 80% of the PPP material generated by this sector. Although we are currently unable to measure the rate in the multi-family sector, we are confident that PPP recovery is currently no less than 70%. Consequently we believe that in the RDN, the Recycling Regulation will only result in modest gains in material recovery.

PPP to be Collected

We have reviewed the draft list of materials MMBC is proposing to include in a PPP collection program. At this point, the majority of materials on this list are already collected at the curb or at depots from both single-family and multi-family households. However some of these materials are collected in the food waste collection system and not in the recycling collection system. The only exceptions are aseptic containers, LDPE/HDPE film and carry-out bags, expanded polystyrene, plastic laminates and non-food metal or aluminum aerosol containers. At present there is limited if any collection of PPP materials from streetscapes.

Collection of PPP from Residents and Streetscapes

We are pleased that the approach to delivery of PPP collection services in the Stewardship Plan is based on providing an opportunity for those involved in the collection of PPP today to be part of the collection system when the program takes effect in 2014. As such we fully expect that the RDN and City of Nanaimo will apply to meet the collection qualification standards and accept a reasonable market clearing price (MCP) to continue to provide curbside PPP collection services to single-family households. This financial support from MMBC will mean that the RDN and the City of Nanaimo will be able to reduce the annual utility fee accordingly. In effect this will mean that consumers of PPP will pay for the collection of PPP, with those who consume more paying more; moving us closer to true user-pay.

As discussed previously, multi-family households currently receive collection service from private collection companies. We expect that these companies will become qualified collectors and accept the MCP to perform this service. This expectation is based on the fact that 96% of multi-family households already contract for PPP collection services in direct response to RDN disposal bans on PPP materials. With the introduction of the PPP Stewardship Program we expect that the recovery rate from this sector will improve due to the incentive provided by the MCP for collection as well as the MCP for processing.

With respect to streetscapes, given that there is currently limited collection of PPP materials from this sector, we support the proof of concept approach outlined in the Stewardship Plan and will reserve comments on streetscape collection until more detail is provided.

Market Clearing Price for Collectors and Processors

We appreciate that the market clearing prices for collection and processing outlined in the stewardship plan are intended to be financial incentives to encourage efficient and effective PPP collection and processing services. As such we recognize that the MCP for collection from single-family and multi-family households will include not only collection services, but public education, promotion and first point of contact for curbside collection customers.

The MCP for processing will include receiving PPP from collection vehicles, picking up PPP from depots, consolidation and transfer where required, handling and sorting PPP, preparing PPP for shipment to end-markets or downstream processors, marketing PPP to maximize commodity revenue, appropriately managing residual materials and reporting the quantities of material received and marketed and other metrics for MMBC as required.

Single-Family Households

Separate market clearing prices for collection and processing will result in a significant restructuring of responsibility for service delivery to single-family households in the RDN. Under the current system the City of Nanaimo (CON) contracts with BFI Canada for the collection, processing and marketing of PPP materials. Per terms within the existing contract, and in anticipation of the PPP stewardship program, the term of the current contract is for two years, expiring March 2015.

Consequently, on or after May 2014, assuming the CON becomes a qualified collector and accepts the MCP for collection services, the City would enter into a contractual relationship with MMBC. At the same time the CON would also need to enter into a contractual relationship with a qualified private collector to actually provide the service. That qualified collector would in turn need to develop a relationship with a qualified processor to handle the PPP collected in the CON. The qualified processor would in turn be in a contractual relationship with MMBC to process PPP materials collected by qualified collectors throughout the region.

For the RDN collection service, the RDN currently contracts with BFI Canada for the collection of garbage, food waste and PPP materials. Due to the requirement to purchase new, fuel efficient vehicles (split packers) capable of collecting food waste weekly, with garbage and PPP materials bi-weekly, the collection contract, effective April 2010, is for a five year period with the option for a five year renewal. Under this contract the collection fee is not separated for each of the three material streams, however BFI is responsible for the collection, processing and marketing of PPP materials.

Consequently, after May 2014, assuming that the RDN becomes a qualified collector and accepts the MCP for collection services, the RDN would enter into a contractual relationship with MMBC. At the same time, the RDN would need to re-negotiate the contract with BFI Canada to de-couple PPP collection from PPP processing. BFI Canada as a qualified collector would then need to develop a relationship with a qualified processor to handle the PPP collected in the RDN service. Given that BFI already operates a licensed material recovery facility in the RDN, it is likely that BFI will continue to provide a vertically integrated collection and processing service. The only change will be that BFI will have contractual relationships with two entities; the RDN and MMBC.

Notwithstanding the complexity of the proposed new stewardship program, staff from the RDN and the CON is supportive of the proposed MMBC approach to providing collection and processing services for PPP materials. At this time our major concern relates to the MCP for collection services. For both the RDN and CON programs the current cost to provide collection services, including public education and customer service, is roughly \$30 per household. In our opinion these programs are already cost efficient and effective, consequently we would be surprised to see MMBC offer an MCP lower than this amount. Because we do not consider this to be a likely outcome, we will not spend time in this submission discussing the impact an unreasonable MCP would have on the current waste diversion system in the RDN.

Assuming that the MCP offered by MMBC is reasonable, both CON and RDN staff would prefer to see this price calculated on a per household rather than a per tonne basis for single family households. This is because in our experience rural households receive less printed paper than urban households, consequently a per tonne price would penalize rural households and reward urban households. We have also observed that due to short commuting distances as well as demographics, households in the RDN purchase less convenience foods and associated packaging than households in more populated urban areas. Consequently we believe that a per household price provides a more fair and equitable basis for establishing the MCP.

Multi-Family Households

With respect to the multi-family sector, separate market clearing prices for collection and processing will also result in a significant restructuring of responsibility for service delivery to this sector. Currently roughly 535 multi-family household complex owners contract directly with eight private sector collection companies for garbage and PPP collection services. Under the proposed stewardship plan, these companies, if qualified will be in a contractual relationship with MMBC to collect and deliver PPP materials to qualified processors. Qualified processors will also be in a contractual relationship with MMBC to receive the market clearing price for processing and marketing PPP materials.

Consequently, although multi-family complex owners will continue to contract with private companies for garbage collection, the current relationship between these owners and their PPP collectors will be discontinued. The proposed stewardship plan also states that where a private company accepts the offer of the MCP for PPP collection, MMBC will provide public education, promotion and management of the collection service customers by its own means, however the plan is silent on the nature of the relationship between MMBC and the owners of the multi-family complex. We suggest that MMBC consider contacting multi-family complex owners directly to advise them of these upcoming changes.

Although the RDN and CON collection programs do not provide service to the multi-family sector, the RDN does provide public education materials to both private collectors and multi-family complex owners on request. Based on the discussion above, RDN staff does not have any concerns about relinquishing responsibility for public education in the multi-family sector to MMBC.

Depots

Although all single family households and the majority of multi-family households in the RDN currently have access to curbside collection services for PPP materials, there are several private and non-profit depots operating in the region that also receive PPP materials from residents. Based on our understanding of the proposed stewardship program, we are not clear as to whether MMBC will be offering the MCP for collection to these depots as well as to current curbside service providers.

Communications

We are pleased that the proposed stewardship plan recognizes that residents see local governments as the first point of contact for curbside garbage, food waste and PPP collections services. In our opinion, given that the RDN and its member municipalities will continue to collect garbage and food waste, it makes sense to continue with an integrated public education and communication system that provides a single point of contact for the customer.

Over the last twenty years we have developed effective resident education programs to increase awareness and knowledge of our collection systems. These programs, combined with supportive policies such as user pay collection and can limits, have resulted in substantial waste diversion (70%) in the residential sector. Although we believe that we have been successful at the local level, we look forward to collaborating with MMBC to develop consistent province-wide communication strategies, messages and tools that we trust will increase recovery levels even further.

Conclusions

Based on our staff review, we are confident that the proposed stewardship plan builds on rather than detracts from our current waste diversion system. As stated previously, we recognize that the ultimate goal of the BC Recycling Regulation is to reduce waste generation. While we are proud of our waste diversion record, we also acknowledge that our waste generation rate is significant and not declining. This is not sustainable. Accordingly we applaud the BC Recycling Regulation and MMBC for attempting to address this issue. Although we expect that the implementation of your proposed stewardship plan will result in significant restructuring of our current waste diversion system, we are confident that the results will be positive.

We look forward to working with you to execute your stewardship plan. As the implementation of the PPP stewardship plan moves forward, please take into consideration the time required for local government staff and elected bodies to receive, consider and debate information. This will be especially important when MMBC offers the market clearing price to our Board and Council for their consideration.

Sincerely,



Carey McIver
Manager of Solid Waste

Cc Dennis Trudeau, General Manager Transportation and Solid Waste Services, RDN
Gary Franssen, Manager Sanitation, Recycling and Cemeteries, City of Nanaimo
David Lawes, Manager, Waste Prevention, Ministry of Environment
Stacey Barker, Chair, UBCM PPP Working Group



RDN REPORT		#
CAO APPROVAL		
EAP		
COW	✓	
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RHD		
BOARD		

MEMORANDUM

TO: Carey McIver
Manager of Solid Waste

DATE: February 4, 2013

FROM: Helmut Blanken
Superintendent Engineering & Disposal Operation

FILE: 2240-20-BIRD

SUBJECT: Contract Award for Bird Control at Regional Landfill

PURPOSE

To obtain Board approval to award a three year contract to provide bird control at the Regional Landfill.

BACKGROUND

The Regional Landfill attracts a large number of nuisance birds, mostly seagulls and crows, due to the presence of food in the waste. These birds pose a health risk to landfill staff and the public from droppings, cause damage to equipment and facilities, and are safety hazards for aircraft using the nearby airport. Operational procedures such as minimizing the size of the working face and complete covering of waste each day reduces the number of birds populating the site, however these measures are not adequate to achieve the significant reduction of birds required to mitigate these problems.

The use of trained raptors (hawks and falcons) at the Regional Landfill to discourage large numbers of nuisance birds has been used successfully since 1991. The predator birds have a far greater impact on the nuisance birds' behaviour than any other means, including mechanical or auditory devices. The birds adapt quickly to noisemakers and netting and will soon disregard these deterrents in their search for food.

The bird population at the landfill site is subject to annual and seasonal variations. There are large differences in numbers of birds populating the site due to availability of natural food sources outside of the landfill, weather conditions and operational conditions. From 2007 to 2010 the bird population increased continuously. In 2011 the gull numbers decreased by 52%. The food waste diversion program starting in 2010 certainly had an influence on the bird population.

PK Bird Control has been providing this service under contract since November 2010. The current contract expired October 31, 2012 and has been extended on a monthly basis until the new contract is awarded. The 2012 cost for this contract was \$218,822.

A Request for Proposals was issued in December 2012, closing January 11, 2013. The quotations are shown in Table 1.

Table 1 Quotations Bird Control for the Period of 3 Years

	PK Bird Control			Pacific Northwest Raptors		
	\$/hour Officer 1	\$/hour Officer 2	Estimated Annual Cost	\$/hour Officer 1	\$/hour Officer 2	Estimated Annual Cost
Annual Cost Year 1	\$44.66	\$28.86	\$216,500	\$50.00	\$34.00	\$240,965
Annual Cost Year 2	\$44.66	\$28.86	\$216,500	\$52.00	\$35.00	\$249,960
Annual Cost Year 3	\$44.66	\$28.86	\$216,500	\$54.00	\$36.00	\$258,900
Total:			\$649,500			\$749,825

ALTERNATIVES

1. Award the contract to PK Bird Control Services to provide bird control at the Regional Landfill.
2. Do not award a contract to provide bird control and provide alternative direction to staff.

FINANCIAL IMPLICATIONS

The 2013 Solid Waste Services budget allocates \$220,000 to fund this contract service. There are sufficient funds in the budget to award this contract. Staff considers that awarding the contract provides good value to the RDN considering that a comparable service at another Vancouver Island landfill costs roughly \$57 per hour for the first bird control officer and \$36.00 for the second officer.

SUSTAINABILITY IMPLICATIONS


Bird control at the Regional Landfill contributes to sustainability by ensuring that the adjacent community is not negatively impacted by the operations of the site. With the construction of the public Nature Park on the closed Cell One in 2013, as well as the upcoming Sandstone Master Plan Development adjacent to the site, bird control will continue to be a priority service at the Regional Landfill. Although food waste diversion programs reduce the food source (from 171 kg per capita in 2004 to 118 kg per capita in 2012), there will still be a number of birds that will be habituated to this location regardless of food supply. Consequently bird control will continue to be an essential requirement as long as the site is operational.


SUMMARY


The Regional Landfill attracts a large number of nuisance birds due to the nature of the operation. The use of trained raptors at the landfill to discourage the birds has been used successfully since 1991. A request for proposals was advertised to provide bird control services at the Regional Landfill. Two qualified firms submitted proposals. The low tender was from PK Bird Control Services. Staff recommends that a three year contract be awarded to PK Bird Control Services.

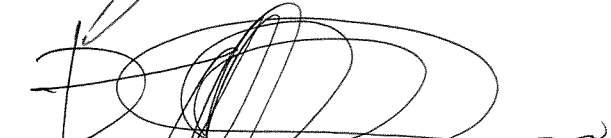
RECOMMENDATION

That the Board award the contract for bird control services at the Regional Landfill to PK Bird Control Services for a period of three years commencing March 01, 2013 at a total cost of \$649,500.


Report Writer


Manager Concurrence


General Manager Concurrence


CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE
MEETING HELD ON WEDNESDAY, JANUARY 16, 2013 AT 2:00 PM
IN THE RDN COMMITTEE ROOM

Present:

Director J. Stanhope	Chairperson
Director A. McPherson	Electoral Area A
Director M. Young	Electoral Area C
Director B. Veenhof	Electoral Area H
Director D. Brennan	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Also in Attendance:

Director J. Fell	Electoral Area F
G. Rudischer	Gabriola Island Trustee
P. Thorkelsson	Chief Administrative Officer
C. Midgley	Manager, Energy & Sustainability
T. Pan	Sustainability Coordinator
M. Donnelly	Manager, Water Services
N. Hewitt	Recording Secretary

CALL TO ORDER

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

MINUTES

MOVED Director Veenhof, SECONDED Director Lefebvre, that the minutes of the Sustainability Select Committee meeting held on Wednesday October 17, 2012 be adopted.

CARRIED

REPORTS

Annual Review 2012: Green Building Incentive Program (Verbal).

MOVED Director Veenhof, SECONDED Director Kipp, that the verbal report be received.

CARRIED

Community Charging Infrastructure Planning Project Review and Update.

MOVED Director Dempsey, SECONDED Director Lefebvre, that the report be received.

CARRIED

Community Energy Association – Honourable Mention for MOA (Verbal).

MOVED Director Lefebvre, SECONDED Director Veenhof, that the verbal report be received.

CARRIED

Carbon Neutral Operations - 2012.

MOVED Director Lefebvre, SECONDED Director Kipp, that staff incorporate reductions associated with curbside organic collection and diversion in annual carbon neutral reporting to the Province.

CARRIED

MOVED Director Lefebvre, SECONDED Director Kipp, that staff issue letters to each of the member municipalities identifying total emission reductions for each jurisdiction based on participation in the regional curbside organic collection and diversion program.

CARRIED

Green Building Speaker Series and Open House Tours (Verbal).

MOVED Director Lefebvre, SECONDED Director Veenhof, that the verbal report be received.

CARRIED

NEW BUSINESS

Federation of Canadian Municipalities, 2013 Sustainable Communities Conference and Trade Show.

Director Willie stated that he would be attending the conference from February 13-15, 2013 and will bring forward any new ideas or concepts.

Vancouver Island University – Conference.

Director Veenhof requested that representatives from the Regional District of Nanaimo participate in the Institute for Coastal Research's 'State of Baynes Sound' conference scheduled for late spring 2013.

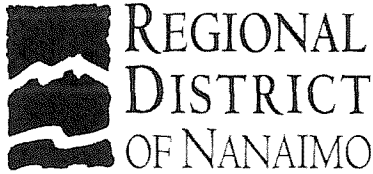
ADJOURNMENT

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

CARRIED

Time 3:35 pm

CHAIRPERSON



RDN REPORT	
CAO APPROVAL ###	
EAP	
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MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: January 8, 2013

FROM: Chris Midgley
Manager, Energy and Sustainability

FILE:

SUBJECT: Carbon Neutral Operations - 2012

PURPOSE

To update the Sustainability Select Committee on regional local governments progress toward achieving carbon neutral operations.

BACKGROUND

Owing to participation in curbside organic collection and diversion, the Regional District of Nanaimo (RDN), the District of Lantzville, the City of Parksville and the Town of Qualicum Beach will each achieve corporate carbon neutrality for the year 2012, thus fulfilling a key commitment made in the Climate Action Charter. The City of Nanaimo will 'neutralize' approximately 40% of its 2012 corporate emissions through participation in organic diversion, making significant progress toward that same goal.

Climate Action Charter

In 2008, the Regional District of Nanaimo and member municipalities became signatories to the Climate Action Charter – a voluntary commitment based on the shared understanding that greenhouse gas emissions affect the earth’s climate; that reducing emissions will generate environmental and health benefits for individuals, families and communities; and that protecting the environment can be done in ways that promote economic prosperity.

Among the specific commitments in the Charter, signatory local governments agree to develop strategies and take actions to achieve being carbon neutral in respect of their operations by 2012.

Carbon Neutral Operations

In its simplest terms, carbon neutral operations means no net emissions are produced as a result of corporate operations. To achieve carbon neutral operations, a local government must first identify the services it provides that are to be included in determining total corporate emissions¹; measure the total energy consumed to deliver those services over the course of a year; and convert that consumption to tonnes of carbon dioxide equivalent (CO₂e). This establishes an annual corporate emission inventory.

¹ Not all services provided by local governments contribute to its corporate emission inventory. For example, emissions produced in the delivery of Transit Services and Emergency Planning are not included.

Table 1: Diversion and Emission Reductions by Jurisdiction from Participation in Organic Diversion

Jurisdiction	2011 Diversion (t)	2011 Reductions (tCO ₂ e)	2012 Diversion (t)	2012 Reductions (tCO ₂ e)	Total Reductions (tCO ₂ e)	Corporate Inventory (est.)	Net Emissions (tCO ₂ e)
RDN	1,692.96	1,136	1739.28	1,167	2,303	1,721	(582)
City of Nanaimo	1,595.3	1,070	2,754.1	1,993	3,063	7,000	3,937
District of Lantzville	147.84	99	150.09	101	200	43	(157)
City of Parksville	506.66	340	514.76	345	685	432	(253)
Town of Qualicum Beach	396.31	266	406.41	273	539	443	(96)

Since reductions associated with organic diversion in 2011 have not been previously counted or reported, they will be applied to 2012 corporate inventories. The result of counting two years of organic diversion reductions against one year of corporate emissions is complete carbon neutrality for the RDN, the District of Lantzville, the City of Parksville and the Town of Qualicum Beach, and significant reductions for the City of Nanaimo. In fact, for all jurisdictions other than the City of Nanaimo, the reductions from organic diversion to date exceed corporate inventories for 2012, leaving a surplus of reductions to apply to the 2013 inventory year.

In future years, organic diversion will remain an important regional emission reduction project but will only completely eliminate corporate emissions for the District of Lantzville. For 2013 and beyond, additional regional emission reduction projects will be necessary to achieve corporate carbon neutrality for the RDN and member municipalities.

ALTERNATIVES

1. That staff incorporate reductions associated with curbside organic collection and diversion in annual carbon neutral reporting, and issue letters to each member municipality identifying emission reductions associated with participation in curbside organic collection and diversion.
2. That alternate direction be provided to staff.

FINANCIAL IMPLICATIONS

In the current 2013 budget for the Regional District of Nanaimo, each service that generates emissions has included a dollar value to transfer into a reserve account established for the purpose of investing in regional emission reduction projects². The total amount to be transferred in 2013 equals \$51,080. *Appendix 1 - Contributions to Reserve Account by Service (2013)* outlines the dollar amounts by service contributed to this reserve account.

² The dollar value equals the total emissions generated in the delivery of the service multiplied by \$25 per tonne.

If Alternative 1 is approved, each service that has included this transfer to reserve in the 2013 budget will be rebated the amount in its entirety.

For the member municipalities, the Regional District of Nanaimo will issue a letter noting that participation in organic diversion has resulted in significant emission reductions or carbon neutral operations. This means that member municipalities other than the City of Nanaimo will not need to invest in additional regional emission reduction projects to achieve carbon neutrality for the 2012 inventory year.

Since these reductions are not offsets in the traditional sense, and have not been verified and validated to a recognized international standard, they are not tradable commodities and cannot be sold to another party. Therefore, revenues cannot be realized from reductions beyond those needed to achieve corporate carbon neutrality.

STRATEGIC PLAN IMPLICATIONS

The Board Strategic Plan '*Working Together for a Resilient Future*' emphasizes building regional resilience by promoting self-sufficiency, regional collaboration, and economic viability and to verify progress through monitoring and reporting. Achieving corporate carbon neutrality through regional organic waste collection and diversion advances each of these strategic priorities.

By capturing emission reductions resulting from an innovative approach to the delivery of a core regional service, local governments in the RDN have taken full responsibility for their emissions with a collaborative region-wide project that benefits local communities. Additional taxation will not be necessary to achieve carbon neutrality for 2012, and the RDN and member municipalities will have the opportunity report this achievement widely.

SUMMARY/CONCLUSIONS

As signatories to the Climate Action Charter, the Regional District of Nanaimo and member municipalities made a commitment to take action on climate change, including making progress toward carbon neutral operations for the year 2012.

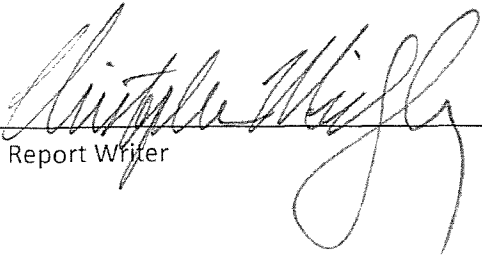
To ensure that the benefits of pursuing carbon neutral operations flow to residents of the region, the RDN and member municipalities executed a Memorandum of Agreement to undertake regional emission projects.

To maintain local governments' commitment to the Climate Action Charter, the province has developed methodologies, including calculation and reporting tools for several project types the result in measurable emission reductions. Included among these is composting of household organic waste.

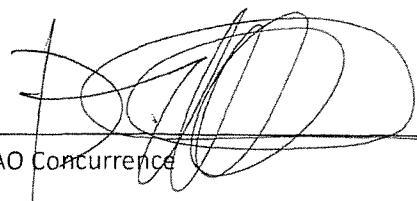
The Regional District of Nanaimo, in partnership with all member municipalities and the private sector implemented region-wide organic diversion in October, 2010. Using the tools provided by the Province reveals that the 9,900 tonnes of organic waste diverted from the Regional landfill since January 1, 2011 has resulted in sufficient reductions for the RDN, the District of Lantzville, the City of Parksville and the Town of Qualicum Beach to achieve carbon neutral operations for 2012. The City of Nanaimo has not achieved neutrality through organic collection and diversion, but has made significant progress with over 3,000 tonnes of reductions to count against its 2012 corporate emission inventory.

RECOMMENDATIONS

1. That staff incorporate reductions associated with curbside organic collection and diversion in annual carbon neutral reporting to the Province; and
2. That staff issue letters to each of the member municipalities identifying total emission reductions for each jurisdiction based on participation in the regional curbside organic collection and diversion program.


Report Writer

General Manager Concurrence


CAO Concurrence

**Appendix 1:
Contributions to Reserve Account by Service (2013)**

In 2012, the Regional District of Nanaimo established a statutory reserve account for the purpose of investing in regional emission reduction projects (Bylaw 1662, 2012). All RDN services that generate emissions contribute a dollar value to that reserve account equal to the total emissions generated in the delivery of the service multiplied by \$25 per tonne. Listed below are the values contributed to that reserve account, by service, as per the current 2013 Budget. Due to implementation of region-wide curbside organic collection and diversion, each of the services listed below will be rebated the amount transferred to the reserve account for 2013.

<u>Service</u>	<u>Transferred to Reserve (2013 Budget)</u>
Corporate Administration	\$1,185
Building Inspection	\$175
Bylaw Enforcement	\$70
Emergency 911 D68	\$5
Solid Waste - Church Road Transfer Station	\$5,120
Solid Waste - Engineering and Disposal Services	\$95
Solid Waste - 3R's/ Zero Waste	\$20
Solid Waste - Recycling and Garbage	\$10,940
Fire Protection - Extension	\$135
Water - Surfside	\$25
Water - French Creek	\$220
Water - Whiskey Creek	\$125
Water - Decourcey	\$5
Water - San Pareil	\$230
Water - Englishman River	\$65
Water - Melrose Terrace	\$15
Water - Nanoose Peninsula	\$1,645
Water - Nanoose Bay Bulk Water	\$95
Streetlighting - Rural Areas (E,G)	\$110
Streetlighting - Fairwinds	\$100
Streetlighting - French Creek Village	\$10
Streetlighting - Morningstar	\$100
Streetlighting - Englishman River	\$15
Streetlighting - Highway Intersection	\$10
Streetlighting - Sandpiper	\$10
Streetlighting - Highway #4 (E.A. F)	\$10
Community Parks - Area A	\$10
Community Parks - Area B	\$15
Community Parks - Area C	\$5
Community Parks - Area D	\$5
Community Parks - Area E	\$20

Community Parks - Area F	\$10
Community Parks - Area G	\$25
Community Parks - Area H	\$10
Regional Parks	\$430
Wastewater - Nanoose/ Fairwinds	\$275
Wastewater - Nanaimo	\$5,500
Wastewater - French Creek	\$4,220
Wastewater - Duke Point	\$130
Recreation - D69 Coordinator	\$180
Oceanside Place	\$11,625
Southern Community Recreation	\$10
Ravensong Pool	\$7,670
Sewer - French Creek	\$220
Sewer - Nanoose/ Fairwinds	\$95
Sewer - Pacific Shores	\$15
Sewer - Surfside	\$5
Sewer - Barclay	\$30
Sewer - Cedar	\$40
<hr/> Total	<hr/> \$51,080

DISTRICT OF NANAIMO

**MINUTES OF THE TRANSIT SELECT COMMITTEE
MEETING HELD ON THURSDAY, JANUARY 17, 2013 AT 12:00 NOON
IN THE COMMITTEE ROOM**

Present:

Director D. Brennan	Chairperson
Director A. McPherson	Electoral Area 'A'
Director M. Young	Electoral Area 'C'
Director G. Holme	Electoral Area 'E'
Director J. Stanhope	Electoral Area 'G'
Director B. Veenhof	Electoral Area 'H'
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach
Director B. Dempsey	District of Lantzville
Director B. Bestwick	City of Nanaimo
Director T. Greves	City of Nanaimo
Director G. Anderson	City of Nanaimo

Also in Attendance:

D. Trudeau	Gen. Mgr, Transportation & Solid Waste Services, RDN
D. Pearce	Manager, Transit Operations, RDN
J. Pope	Manager, Fleet & Custom Operations, RDN
M. Moore	Regional Transit Manager, BC Transit
M. Davis	Chief Operating Officer, BC Transit
P. Rantucci	Director Regional Transit Systems, BC Transit
J. Wadsworth	Senior Transit Planner, BC Transit
F. McFarlane	Recording Secretary, RDN

CALL TO ORDER

The meeting was called to order at 12:00 pm by the Chair.

Director Brennan introduced the representatives from BC Transit to the meeting.

MINUTES

MOVED Director Holme, SECONDED Director Lefebvre that the minutes of the regular Transit Select Committee meeting held October 18, 2012 be adopted. CARRIED

CORRESPONDENCE

Correspondence from Peter Rantucci, BC Transit, re Cowichan Valley Regional Future Transit Plan.

D. Trudeau noted that staff have met with the Ladysmith Town Council regarding an inter-regional transit link between Ladysmith and Nanaimo. This is a key expansion issue and future planning will focus on at this connection.

MOVED Director Stanhope, SECONDED Director Veenhof, that the correspondence be received.

CARRIED

[12:05pm Director Anderson joined the meeting.]

REPORTS

BC Transit Updates.

Myrna Moore, Senior Regional Transit Manager, BC Transit, introduced James Wadsworth, Senior Transit Planner. Mr. Wadsworth provided a review of the RDN Transit Future Plan (PowerPoint presentation attached). He noted the events held between October 14-20, 2012 were well attended. The comments received reflected increased frequency of service, improved customer information, inter-regional services, rapid bus services, etc. A Stakeholders Advisory Group meeting was also held in November 2012. A second such meeting is scheduled for winter 2013 with a Phase II Community Engagement and Open House scheduled for the summer/fall of this year.

[12:10pm Director Bestwick joined the meeting.]

Director Lefebvre mentioned the need for smaller buses in the area. Director Greves asked about the correlation between service hour expansions and ridership. Mr. Wadsworth noted it takes a good transit plan, as well as a strong land use plan, to achieve the best outcome.

Director McPherson asked for any statistics available for Electoral 'A' attendance at the Open House and Mr. Wadsworth said he will make these available to D. Pearce. D. Pearce advised that prior to the next Stakeholders Advisory Group meeting and Open House all directors will be contacted to determine whether there is anyone within their electoral areas who is interested in attending. Director Lefebvre suggested that the next meeting be scheduled outside the City of Nanaimo.

MOVED Director Stanhope, SECONDED Director Lefebvre that the verbal report from BC Transit be received.

CARRIED

RDN Transit Future Plan – Progress Update.

D. Trudeau noted this report is an update from RDN staff on the RDN Transit Future Plan and contains information related to that provided by Mr. Wadsworth.

MOVED Director Stanhope, SECONDED Director Veenhof that this progress update for the *RDN Transit Future Plan* be received for information.

CARRIED

Greyhound Licensing Structure.

MOVED Director Lefebvre, SECONDED Director Veenhof, that the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island. CARRIED

Custom (handyDART) Service Update.

MOVED Director Veenhof, SECONDED Director Lefebvre, that the Board receive the handyDART service update for information. CARRIED

ADJOURNMENT

MOVED Director Holme, SECONDED Director Stanhope, that pursuant to Section 90(1) (g) of the *Community Charter* the Board proceed to an In Camera Committee meeting to consider items related to legal issues. CARRIED

NEXT MEETING

The next meeting of the Transit Select Committee is set tentatively for Thursday, February 21, 2013, in the RDN Committee Room.

CHAIRPERSON

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

DATE: December 18, 2012

FROM: Daniel Pearce
Manager, Transit Operations

FILE: 8310-01

SUBJECT: Greyhound Licensing Structure

PURPOSE

To discuss the Greyhound licensing structure in relation to changes in service.

BACKGROUND

The Transit Select Committee (TSC) recommended and the Regional District of Nanaimo (RDN) Board approved, at its meeting held November 27, 2012, the following motion:

That staff prepare a report on the structure of licensing for Greyhound.

The motion is a result of a letter to the RDN Board from Greyhound on October 12, 2012 notifying the RDN that Greyhound had filed an application with the BC Passenger Transportation Board for a reduction of bus service on Vancouver Island.

Individuals and companies that operate commercial passenger vehicles in BC require a passenger transportation license. The licenses are issued under the *Passenger Transportation Act* and the *Passenger Transportation Regulation*.

The *Act* and associated *Regulation* received Royal Assent in 2004, replacing the *Motor Carrier Act*. The *Act* preserves public safety while encouraging operators to enter the marketplace and respond to changing business needs. The *Regulation* establishes the operation of commercial vehicles and the conditions that apply to each area of operation.

Greyhound is licensed under the *Passenger Transportation Act* and subsequently the Passenger Transportation Board. The Board is an independent tribunal in British Columbia that consists of five part-time members including a Chair and four full-time staff. When an application is filed the Chair assigns the file to a panel of the Board, which consists of one or more members. Most decisions are made on the written submission and approximately 5% of applications receive a public hearing.

When Greyhound wants to make operational changes they must amend the license they hold under the *Passenger Transportation Act*. Under section 28, 2(a) of the *Act*:

- (iii) *If the license is to include an authorization to operate motor vehicles as inter-city buses, terms and conditions respecting the routes and minimum route frequencies for that operations, and*
- (iv) *If the license is to include an authorization to operate motor vehicles as passenger directed vehicles, terms and conditions respecting fleet size and the area of British Columbia in which that operation may occur.*

Concerned parties can make a written submission to the BC Passenger Transportation Board to ensure that comments are considered when the Board appointed panel is making a decision.

ALTERNATIVES

1. That the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island.
2. That the Board provide further direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

SUSTAINABILITY IMPLICATIONS

The RDN Board's Strategic Plan encourages working collaboratively with BC Transit, municipalities, the public and other stakeholders to provide and enhance transit service and access. The *Passenger Transportation Act* establishes a framework for operators to enter the marketplace and supports communities' transportation needs. The RDN Transit System, in conjunction other stakeholders in the region, completes the transportation network and ensures healthy and sustainable communities.

CONCLUSIONS

Greyhound is licensed under the *Passenger Transportation Act* and subsequently the BC Passenger Transportation Board. If Greyhound wants to make operational changes, including changes to route and/or fleet size, they must amend their license under the *Passenger Transportation Act*. In order to amend their license they must put an application in to the BC Passenger Transportation Board. The Board will then appoint a panel to review the application and determine if a decision can be based on the written submission or a public hearing.

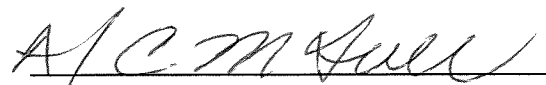
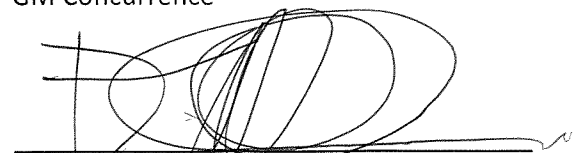
Local Governments wanting to be involved in applications to the BC Passenger Transportation Board can make a written submission to the BC Passenger Transportation Board to ensure that comments are considered when the Board appointed panel is making a decision.

RECOMMENDATION

That the Board direct staff to send a letter to the BC Passenger Transportation Board about the RDN's concerns of reduced transit service connecting communities of Vancouver Island.



Report Writer


GM Concurrence
CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE
DISTRICT 69 RECREATION COMMISSION REGULAR MEETING
HELD ON THURSDAY, JANUARY 17, 2013 AT 2:00pm
IN THE OCEANSIDE PLACE MULTI-PURPOSE ROOM**

Attendance: Scott Tanner, Councillor, Town of Qualicum Beach
Ross Milligan, Trustee, District #69 School Board
Bill Veenhof, Director, RDN Board, Electoral Area 'H'
Gordon Wiebe, Electoral Area 'E'
Richard Leontowich, Electoral Area 'H'
Joe Stanhope, Director, RDN Board, Electoral Area 'G'
Peter Morrison, Councillor, City of Parksville

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Colleen Douglas, Recreation Programmer
Sandra Pearson, Superintendent of Recreation Program Services
Ann-Marie Harvey, Recording Secretary

Regrets: Reg Nosworthy, Electoral Area 'F'

CALL TO ORDER

Mr. Banman called the meeting to order at 2:07pm.

ELECTION OF OFFICERS

Chair

Mr. Banman called for nominations for the position of Chair.

MOVED Commissioner Tanner, SECONDED Commissioner Wiebe, that Commissioner Nosworthy be nominated for the position of Chair.

CARRIED

As no other nominations were received, Mr. Banman declared Commissioner Nosworthy as Chair.

Deputy Chair

Mr. Banman called for nominations for the position of Deputy Chair.

MOVED Commissioner Milligan, SECONDED Commissioner Wiebe, that Commissioner Tanner be nominated for the position of Deputy Chair.

CARRIED

As no other nominations were received, Mr. Banman declared Commissioner Tanner as Deputy Chair

Mr. Banman passed the Chair to Deputy Chair, Commissioner Tanner in Commissioner Nosworthy's absence.

Appointments to Sub-Committees

Appointments to the District 69 Recreation Grant Sub-Committee were accepted by Commissioner Milligan, Commissioner Milligan and Commissioner Tanner.

Appointments to the District 69 Recreation Fees and Charges Sub-Committee were accepted by Commissioner Leontowich, Commissioner Morrison and Commissioner Nosworthy.

PRESENTATION

Colleen Jordan, Recreation Programmer presented on her role for marketing and advertising for the RDN Recreation and Parks Department and the channels that are used to get the RDN brand recognized by the community audience.

MINUTES

MOVED Commissioner Veenhof, SECONDED Commissioner Tanner that the Minutes of the District 69 Recreation Commission Regular Meeting held November 15, 2012 be approved.

CARRIED

COMMUNICATION/CORRESPONDENCE

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the following Correspondence be received:

S. Pearson, RDN to J. Ansell, SD 69 Re: Agreement with School District 69 for Work Experience Program.

T. Coates, Town of Qualicum Beach to T. Osborne, RDN Re: Town of Qualicum Beach Appointment to the District 69 Recreation Commission

CARRIED

UNFINISHED BUSINESS

Track and Field Sports Complex Update

Commissioner Milligan stated that School District 69 had not heard from RDN staff as of yet to set up the User meeting regarding the Track and Field Sports Complex. Mr. Banman said this would be contacting the School Board in the near future regarding the scheduling of the meeting.

RAC Assessment Update

Mr. Banman stated that this report has been deferred to the February agenda pending further communication with the user groups.

REPORTS

Monthly Update – Oceanside Place – December 2012

Mr. Banman reviewed some highlights of the Oceanside Place – December Update

Monthly Update – Ravensong Aquatic Centre – December 2012

Mr. Banman reviewed some highlights of the Ravensong Aquatic Centre – December Update.

Monthly Update – Northern Recreation Program Services – December 2012

Mr. Banman reviewed some highlights of the Northern Recreation Program – December Update.

Monthly Update of Community and Regional Parks and Trails Projects – November/December 2012

Mr. Osborne updated the Commission on the applicable Community and Regional Parks and Trail Projects, highlighting the northern portion of the Regional District for November/December 2012.

MOVED Commissioner Morrison, SECONDED Commissioner Wiebe that the Function reports be received.

CARRIED

2015/2016 BC Senior Games – Hosting in District 69

MOVED Commissioner Veenhof, SECONDED Commissioner Stanhope that the Regional District of Nanaimo not pursue the hosting of the 2015 or 2016 BC Seniors Games and that staff be directed to actively pursue sport tourism initiatives in partnership with the Parksville Qualicum Beach Tourism Association that better suit existing sport facilities and community resources in District 69.

CARRIED

District 69 Arena Land Lease Agreement with the City of Parksville

MOVED Commissioner Stanhope, SECONDED Commissioner Veenhof that the Regional District of Nanaimo enter into a five-year Lease Agreement attached as Appendix I with the City of Parksville for the lands on which the District 69 Arena is located for a term from April 1, 2013 to March 31, 2018.

CARRIED

NEW BUSINESS

2013 Budget Update Presentation

Mr. Banman presented a 2013 Budget Update to the commission highlighting some of the changes the Board has requested.

Outdoor Sport Facility User Fees

MOVED Commissioner Morrison, SECONDED Commissioner Veenhof that RDN staff be directed to meet with representatives from the Town of Qualicum Beach, City of Parksville and School District 69 to review possible options for implementation of sport field, tennis court, and lacrosse box user/booking fees for those such facilities located in District 69 owned by the Town of Qualicum Beach, the City of Parksville, School District 69 and the Regional District of Nanaimo.

CARRIED

2012 Accomplishments

No further comments or questions from the Commission.

Agenda for February Meeting/Workshop

Commission members and staff discussed the plan and goals of the upcoming District 69 Recreation Workshop.

ADJOURNMENT

MOVED Commissioner Stanhope that the meeting be adjourned at 3:45pm.

CARRIED

Chair



RDN REPORT	
CAO APPROVAL 	
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COW	
JAN 08 2013	
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BOARD	
D69 Rec Comm.	

MEMORANDUM

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: January 8, 2013

FROM: Dean Banman
Manager of Recreation Services

FILE:

SUBJECT: 2015 / 2016 BC Seniors Games – Hosting In District 69

PURPOSE

To seek Regional Board direction on the pursuit of hosting either the 2015 or 2016 BC Seniors Games.

BACKGROUND

In June of 2011 the Recreation and Parks Department received correspondence from the Town of Qualicum Beach inquiring into the RDN's interest in a joint application for a future BC Seniors Games. This request was presented to the District 69 Recreation Commission at their September 2011 Regular Meeting where a resolution was carried directing staff to meet with Town of Qualicum Beach to gather more details on the facility and financial responsibilities expected by the RDN.

Staff reported back to Commission that the Town of Qualicum Beach would be a co-applicant to host of the event and based on the established premise for delivery of recreation services for the area the Town would expect that the RDN Recreation and Parks Department would be looked upon to provide the primary support for this event. This information was reported back to D69 Recreation Commission where the following resolution was recommended to the RDN Board and adopted at the January 24, 2012 regular meeting.

1. *That the request from the Town of Qualicum Beach to be a joint applicant hosting a BC Senior Games event be put in abeyance until the new appointments to the District 69 Recreation Commission and the new municipal councils of the Town of Qualicum Beach and the City of Parksville are in place.*
2. *That staff be directed to prepare a report with regard to the financial implication, including staff resources and the capital costs required to host the BC Senior Games, and to explore the possible financial assistance to host the event from the two municipalities of Parksville and Qualicum Beach and the provincial and federal governments.*

The remainder of this report will focus on resolution number two.

Examination of past BC Seniors Games actual financials for games back to 2005, discussions with BC Seniors Games executive, review of the 2005/2006 Oceanside bid for the BC Seniors Games and finally review of the BC Seniors Games 2014 / 2015 draft bid package have been used as references in the writing of this report. Meetings and discussions with staff and elected officials from the Town of

Qualicum Beach, City of Parksville, School District #69 and Parksville Qualicum Beach Tourism Association have also occurred.

Joint applications to host BC Seniors Games between neighbouring communities can and have occurred in the past with the most recent one being the 2011 games held in the West Kootenays and hosted jointly by the communities of Trail, Castlegar and Nelson. Co-host communities are required to provide some more additional background information within their bid specific to travel distances between sport and event venues as well accommodations (minimum requirement is 1,000 rooms and 400 RV sites within a 40 km radius of the Games Village).

Bid packages officially are released from the BC Seniors Games Society in January of 2013 with an anticipated deadline of June 28, 2013.

APPLICATION COMPONENTS

Hosting bids for the BC Seniors Games are evaluated based on the following criteria and awarded points for each of the areas presented in the bid.

1. Local Government Support
2. School Board Support
3. Letters of support from community organizations
4. Information about your community
5. Accommodation statistics
6. Core facilities
7. Sport selection and relevant information
8. Use of legacy monies

There are three organizations involved in organizing the games: The BC Seniors Games Society (BCSGS), the Host Society, and the BC Games Society (BCGS). Typically the applicant will utilize volunteers and relevant staff in the preparation of the bid package and upon successful awarding of the games a non-profit "Host Society" is formed that then becomes the official partner in the delivery of the games with the BCSGS and BCGS. Local government typically supports the "Host Society" with in-kind services such as facility and equipment rental/ use as well as staff resources and financial support. To host either the 2015 or 2016 BC Seniors Games, an operating budget of approximately \$300,000 would be expected. Detailed roles and responsibilities are outlined in BC Seniors Games bid applications. Specific financial and in-kind support is identified as follows;

1) Local Government Support

The application must contain an official document/formal letter of resolution from the local government indicating support for the bid application. This resolution will include a minimum commitment of a \$60,000.00 financial contribution to the Host Society, in addition to at least \$55,000.00 of in-kind support.

2) Volunteers

To stage a successful BC Seniors Games, the host society board of directors will need to recruit, train, and direct the efforts of approximately 1,200 community volunteers.

3) Legacy Policy

Any surplus revenue which accrues to the Host Society from the staging of the BC Seniors Games (the "Legacy Funds") shall be divided equally between the Host Society and the BC Seniors Games Society.

Further, the 50% of Legacy Funds which are transferred to the BC Seniors Games Society will go towards the staging of future Seniors Games, while the 50% of Legacy Funds remaining with the Host Society will be spent primarily on the development of facilities or services for Seniors to promote an active healthy lifestyle within the boundaries of the Host Society.

4) Core Facilities

The Host Society must be able to accredit 3,500 to 4,000+ participants and non-participants at an accreditation centre, stage a centralized Games Village, showcase the Games during Opening and Closing Ceremonies, feed and entertain 3,500 to 4,000+ participants during the Friday night Banquet, and have adequate computer facilities and resources for managing Games results.

5) Ceremony Venue

Identify potential venues for the Opening and Closing Ceremonies, indicating indoor or outdoor seating capacities of these venues. Expect 2,000 to 3,000 at the Opening Ceremony and approximately 700 at the Closing Ceremony.

6) Food Services

The facility for the Banquet must be large enough to adequately sit and feed 3,500 to 4,000+ participants and non-participants in two or more sittings (e.g. ice arena) or in the case of two or more communities, the banquet divided by sport in each Community.

FINANCIAL REQUIREMENTS:

The operational budget for the B.C. Seniors Games is approximately \$300,000:

- I. \$85,000 is provided by the Ministry of Community, Sport and Cultural Development.
- II. \$105,000 comes from participant registration fees.
- III. \$60,000 is provided by local government
- IV. Remaining amount comprised of contributions from local sponsors.

ALTERNATIVES

1. That the Regional District of Nanaimo support the bid for either the 2015 or 2016 BC Seniors Games with a financial contribution of up to \$20,000 in financial support through the Northern Community Recreation Services Function and in-kind support of up to \$20,000 and that this support be contingent on the formal endorsement and equitable financial contributions from the City of Parksville and Town of Qualicum Beach and that this support be contingent on the formal support from School District 69.
2. That the Regional District of Nanaimo support the bid for either the 2015 or 2016 BC Seniors Games with a financial contribution of up to \$60,000 in financial support through the Northern Community Recreation Services Function and in-kind support of up to \$20,000 and that this support be contingent on the formal support from the City of Parksville, Town of Qualicum Beach and School District 69.
3. That the Regional District of Nanaimo not pursue the hosting of the 2015 or 2016 BC Seniors Games and that staff be directed to actively pursue sport tourism initiatives in partnership with the Parksville Qualicum Beach Tourism Association that better suit existing sport facilities and community resources in District 69.

FINANCIAL IMPLICATIONS

Specific allocation of the required \$60,000 noted in Alternative 1 could be sourced from the three main local government bodies within District 69 which include the Regional District of Nanaimo, Town of Qualicum Beach and City of Parksville. If successful in the awarding of the games, the three bodies could elect to directly contribute their portion to the Host Society.

The second alternative that could be considered is to fund the entire amount through the Northern Community Recreation Services Function in the year of the games as a separate line item. This would be possible as all communities fund this service already through the existing service bylaw. The RDN would have to make adjustments to the tax requisition in order to fund this initiative.

Over and above the direct financial contribution required above, local government is also expected to provide up to \$55,000 of “in kind” support. Typically this support is by way of free facility use, staff support and other equipment and supplies required to successfully hosting the games. Examples of relevance include the use of Oceanside Place and Ravensong Aquatic Centre.

Seventy hours of ice time would be required to host the hockey segment of the games. Projected hourly rental rates for 2015 (\$117.74) put this in-kind contribution at \$8,300. Lost revenue and the displacement of regular users would be factored in as well. While depending on the actual days selected for the event, it is estimated between 14 and 60 hours of lost time to regular users resulting in loss revenue of \$1,500 to \$10,000. Should the facility be required for other non-hockey use during the event additional cancellations and in-kind contributions would occur. Between 30 and 60 hours of additional non-hockey use may be required which would result in an additional \$6,100 of lost revenue.

The BC Seniors Games also has a swimming portion of events that would require pool time at Ravensong Aquatic Centre. To host the swimming portion of the event would require approximately 20 hours of facility use at a cost of \$3,763 as an in-kind contribution. Typically the facility closes for annual maintenance around the same time proposed for the games. This annual closure would need to be held earlier in the year to not impact the event. Lost revenue is estimated to be between \$6,500 - \$8,100 due mostly to the reduction of swim sessions and lesson revenues.

Currently within District 69 no suitable athletics (Track and Field) venue exists. Any bid on an event such as this would require the use of a neighbouring track and field venue (Nanaimo / Port Alberni). With this in mind it is quite likely that athletes involved in the athletics portion of the games would spend the majority of their time and accommodation requirements close to the athletics venue and not in the host community of District 69.

Sport Tourism continues to grow in economic significance as communities continue to diversify their economies by capitalizing on unique community characteristics and sport amenities. Based on reports from the BC Seniors Games Society and past host communities, the economic impact or spin offs benefitting host communities of the BC Seniors Games has been valued at levels up to \$2 million dollars.

As with any investment there is uncertainty on the actual return. Not only would the hosting of such an event include the financial commitment outlined above but also a heavy commitment from the communities in the way of volunteer and local business support.

CITIZEN and SPORT TOURISM IMPLICATIONS

Increasingly participation in physical fitness is seen as vital in the pursuit of a healthy lifestyle and a key preventative measure in the health and well being of individuals at all ages. In addition to the physical benefits the social and community based activities that are part of the Games provide an effective way to build community spirit and bring residents together. The long term positive increase in social capital to the host communities is anticipated to last years and likely be relied upon in the future to host more sports tourism or community type events.

The communities that make up District 69 by all accounts represent an ideal community setting. The existing demographics show that close to 50% of residents in the RDN would be eligible to participate in the games. However the success of the event would be responsibility of the communities and require significant commitment not only financial but also in volunteerism, facility use and related staff resources. The BC Seniors Games is of significant magnitude that would require effort and resources.

The benefits that the Senior Games and sport tourism in general create are widely accepted and the possibilities and variety of both scale and sport are extensive. While the communities and local sport organizations within District 69 have and continue to host a wide variety of sporting events that draw visitors, one the size of the BC Seniors games that relies on efforts from the entire community have not been hosted before.

In 2011 the Parksville Qualicum Beach Tourism Association, at that time known as Oceanside Tourism Association, commissioned an advanced sport tourism workshop that brought together many of the organizations, individuals and businesses that have an interest in and have participated in sport tourism related endeavors. From this workshop came initiatives to move sport tourism forward along with a process that helped identify sport events that District 69 currently has the capacity to host. Fifty-nine potential sport venues were identified with fourteen sports identified as good candidates for being hosted within the area and nine being classified as moderate candidates.

Sport tourism within the area is being further developed through participation in the Vancouver Island Sport Tourism Council (VISTC). Made up of local government and tourism association representatives from mid-Vancouver Island communities, VISTC is working on larger sport events that would be jointly hosted and bid on. Working with other members of VISTC increases the opportunities to bring larger more regional focus events to the Parksville Qualicum area.

The Parksville Qualicum Beach Tourism Association has now compiled a list of Sport Tourism Events that have been hosted in District 69 in the past, sport tourism events held annually and events that have been confirmed for 2012 and beyond (Appendix I).

In September and December of this year more discussion related to the possibility of bidding on the 2015 or 2016 BC Seniors games was held with representatives from the City of Parksville, Town of Qualicum Beach, School District 69, Regional District of Nanaimo and Parksville Qualicum Beach Tourism Association. The unanimous consensus from these discussions was not to bid for the BC Senior Games and to continue to pursue and secure sport tourism initiatives that are better suit the existing resources of the District 69 communities

SUMMARY

In June of 2011 there began discussion around the viability of RDN District 69 communities submitting a bid application to host either the 2015 or 2016 BC Seniors Games. RDN recreation staff researched the requirements and obligations that hosting such an event would require and participated in some early preliminary discussions with the City of Parksville, Town of Qualicum Beach and District 69 Recreation Commission. With pending local government elections taking place in the Fall of 2011, further detailed work regarding the possibility of submitting a bid was deferred until the Fall of 2012.

Host communities of past and future BC Seniors games are expected to provide both resources and support in the areas of financial contributions (\$60,000), in-kind services (\$55,000) and volunteer support. The financial contributions are components of the projected \$300,000 budget required to successfully deliver the games.

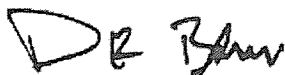
Like other sport tourism events, the BC Seniors Games would provide an opportunity to showcase the community while providing valuable economic spinoffs to the local economy. The event would also be beneficial in building community spirit.

District 69 already has a sizable inventory of sport tourism events hosted as show in *Appendix 1* but does not currently have all the required venues to host the BC Seniors Games, specifically a venue for Athletics (Track and Field). Although it would be possible to use the track and field complexes in either Nanaimo or Port Alberni, some of the economic benefits associated with hosting the BC Senior Games would be lost to these neighbouring communities.

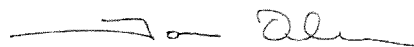
There are many opportunities for sport tourism that fit the current capacity of District 69 better than the BC Seniors Games. These opportunities were identified in a 2011 sport tourism workshop hosted by the Parksville Qualicum Beach Tourism Association. Further work on developing and actively pursuing sport tourism initiatives that fit District 69 current capacity are being identified. These initiatives should bring the benefits of hosting an event, that were the prime focus when considering the BC Seniors Games bid, in perhaps a smaller scale but better suited for the existing sport facility assets in District 69.

RECOMMENDATION

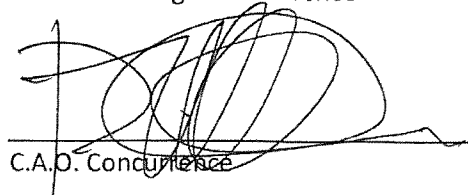
That the Regional District of Nanaimo not pursue the hosting of the 2015 or 2016 BC Seniors Games and that staff be directed to actively pursue sport tourism initiatives in partnership with the Parksville Qualicum Beach Tourism Association that better suit existing sport facilities and community resources in District 69.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

Appendix I –

Sport Tourism Initiatives Hosted or Secured in District 69

Year	Event	Notes
2019	Canadian Seniors Men's Championships	National event Morningstar Golf Club 156 Players from across Canada and the US
2012	Canadian Direct Insurance BC Men's Curling Championships	Provincial event Parksville Curling Club
2011	BC Masters Curling Championships	Provincial event Qualicum Beach Curling Club
2011	Vancouver Island Skate International	International event Sandy Shores Skating Club Oceanside Place
2011	BC Bronze Gloves Boxing – Provincials	Provincial event Genesis Gym Oceanside Place
2011	Canadian PGA Tour Spring (Final) Qualifying Event	International event Morningstar Golf Club 65 Players from around the world
2011	BMX Island Cup	Regional event Qualicum Erik Goetzinger BMX
2010	RCGA Canadian Women's Senior Championships	International event Morningstar Golf Club 150 Players: 10 from US, 1 from UK, and minimum of 4 from each province
2010	Canadian PGA Tour Spring (Final) Qualifying Event	International event Morningstar Golf Club 63 Players from Japan, US, Sweden, Chile, Australia, New Zealand and Canada

Year	Event	Notes
2010	Junior Hockey Cyclone Taylor Cup	Provincial/National event Oceanside Place
2010	World Croquet Championships	International event Parksville Croquet Club
2009	RCGA Future Links Juniors Championships	National event Morningstar Golf Club Top 99 Junior players from across Canada
2009	World U17 Hockey Challenge	International event Oceanside Place and Port Alberni, Nanaimo, Cowichan and Campbell River 5 Countries and 5 CDN regional teams
2009	BC Scotties Tournament of Hearts	Provincial event Parksville Curling Club
2008	Provincial Junior Lawn Bowl Singles	Provincial event Parksville Lawn Bowling
2008	Western Bfind Curling Championships	National event Qualicum Curling Club
2008	Provincial Mixed Curling Championships	Provincial event Qualicum Curling Club
2007	World Cup Youth Soccer Tournament	International event Oceanside Youth Soccer PQB Fields
2007	Men's BC Amateur Golf Championships	Provincial event Morningstar Golf Club Provincial Championships
2007	BC Masters Mens & Ladies Playdowns	Provincial event Parksville Curling Club
2007	BC Junior Men's PGA	Provincial event Fairwinds Golf Club
2005	National Pee Wee Girls Baseball Tournament	National event Springwood Field
2005	BCPGA Pro Lady Tournament	Provincial event Fairwinds Golf Club
2005	Canadian Mixed Pairs Lawn Bowling	National event Parksville Lawn Bowling Club
2005	Provincial Senior Women's Curling Championships	Provincial event Qualicum and District Curling Club

Year	Event	Notes
2004	BC WINTER GAMES	Provincial event Oceanside Place – hosted short track, speed skating & figure skating Port Alberni was main host
2004	Provincial Pee Wee AA Baseball Championships	Provincial event Springwood Field
2003	BMO Professional Ladies Canadian Tour	National event Fairwinds Golf Club
Annual	Old Timers Hockey Challenge Hockey Tournament	International event
Annual	Hammerfest Downhill & Cross Country Mountain Bike	Regional event
Annual	Qualicum Beach Triathlon & 10K	Regional event
Annual	Qualicum Beach Ocean Mile Swim	Regional event
Annual	OYSA U11 – U12 Boys/Girls Soccer	Regional event PQB Fields
Annual	VolleyBash	Provincial event Parksville, Biggest beach volleyball tournament in BC
Annual	Panters Hockey Classic	International event Oceanside Place
Annual	Grumpy Old Men Hockey Tournament	International event Oceanside Place
Annual	Oceanside Minor Hockey Tournaments	Local/Regional events Oceanside Place
Annual	Seagals Womens Hockey Tournament	Regional event Oceanside Place
Annual	Fun In the Sun Mixed Sto Pitch Tournament	Regional event Springwood
Annual	Oceanside Minor Lacrosse Dilly Bar Tournament	Regional event
Annual	Arrowsmith Cricket Invitational	International event Teams from USA & Australia
Annual	Parksville Royals	Provincial event Springwood
Annual	Arbutus Meadows Winter Series Hunter Jumper Classic	Regional Arbutus Meadows Equestrian Centre



RDN REPORT		###
CAO APPROVAL		
EAP		
COW		
FEB 01 2013		
RHD		
BOARD		
D69 Rec Comm.		

MEMORANDUM

TO: Tom Osborne
General Manager, Recreation and Parks

DATE: January 31, 2013

FROM: Dean Banman
Manager of Recreation Services

FILE:

SUBJECT: District 69 Arena Land Lease Agreement with the City of Parksville

PURPOSE

To review and renew the Lease Agreement for the District 69 Arena lands with the City of Parksville.

BACKGROUND

A Lease Agreement between the City of Parksville and the Regional District has been in place since 1977 to provide for the lands on which the District 69 Arena is located and operated (attached as Schedule B in Appendix I) in the Parksville Community Park. The Agreement was revised in 1980, and then renewed in 1987, 1992, 1997, 2002 and 2008 each for a period of five years. The existing lease will end on March 31, 2013.

At present there is a covenant on the Lands that limits the City of Parksville from entering into a Lease Agreement beyond Five years, unless electoral assent is provided.

With the construction of Oceanside Place completed in 2003, the Regional District entered into a sublease with the Parksville Curling Club Society for a period of five years and then again for another 5 years in 2008. The sublease is intended to allow the non-profit society to manage and operate the District 69 Arena as a curling facility. The current sublease will expire on March 31, 2013. A separate report recommending approval for renewal of this sublease will be provided upon approval of the Lease for the land with the City of Parksville.

With the expiry of the existing land lease agreement occurring March 31, 2013, it is necessary for the Regional District to enter into a new Lease Agreement with the City of Parksville for another period of five years.

A draft agreement and staff report dated January 7th, 2013 was presented to the District 69 Recreation Commission at their January 17, 2013 meeting with the following resolution being passed;

“That the Regional District of Nanaimo enter into a five-year Lease Agreement attached as Appendix I with the City of Parksville for the lands on which the District 69 Arena is located for a term from April 1, 2013 to March 31, 2018.”

Following the Commission meeting, the document was reviewed and updated by both City of Parksville and RDN staff. The attached Lease Agreement (Appendix I) is now ready for consideration and approval by the RDN Board and Parksville City Council.

ALTERNATIVES

1. That the Regional District of Nanaimo enter into a five-year Lease Agreement (Appendix I) with the City of Parksville for the lands on which the District 69 Arena is located for a term from April 1, 2013 to March 31, 2018.
2. To provide alternative direction to staff.

FINANCIAL IMPLICATIONS

Within the terms and conditions of the lease the RDN assumes financial obligations related to insurance provision, both liability and property, taxes associated with the property and pays an annual rental amount of \$5.00. These financial expenses are minimal as through the sublease with the Parksville Curling Club Society insurance costs and the nominal annual rental fee are assumed. Currently the City of Parksville provides an annual permissive tax exemption on the leased property.

COMMUNITY IMPLICATIONS

In the absence of a signed lease agreement, common legal practice provides for the lease to be reviewed from month-to-month. Given the extent of the Regional District's past investment in the facility, the Curling Clubs current investment in the facility and the continued recreational use of the facility, a lease agreement between the two parties is required to maintain the certainty of the facility's use plus the continued operation of the society.

The sport of Curling continues to provide a lifelong activity with many health and social benefits. The value the facility and society provides to the community was acknowledged in the 2006 "Recreation Services Master Plan for Oceanside".

SUMMARY

A series of Lease Agreements between the City of Parksville and the Regional District have been signed since 1977 to provide for the lands on which the District 69 Arena is located in the Parksville Community Park with the latest lease period ending on March 31, 2013.

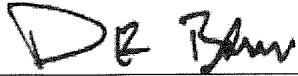
The Regional District entered into a series of subleases beginning in 2003 for five year terms with the Parksville Curling Club Society for the non profit society to manage and operate the District 69 Arena as a curling facility. This current sublease ends on of March 31, 2013.

A new five-year Lease Agreement between the City of Parksville and the Regional District of Nanaimo for the land the arena is situated on, in conjunction with a new sublease with the Parksville Curling Club, will allow for the District 69 Arena to continue to operate and provide public recreation opportunities to residents of District 69.

At the January 17, 2013 regular meeting of the District 69 Recreation Commission, a draft copy of the Lease Agreement was presented and endorsed. Following the Commission meeting, the document was reviewed and updated by both City of Parksville and RDN staff and is now ready for consideration and approval by the RDN Board and Parksville City Council.

RECOMMENDATION

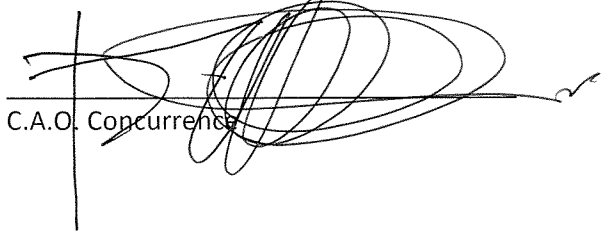
That the Regional District of Nanaimo enter into a five-year Lease Agreement attached as Appendix I with the City of Parksville for the lands on which the District 69 Arena is located for a term from April 1, 2013 to March 31, 2018.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

LEASE

THIS LEASE made the day of , 2013

**UNDER THE *LAND TRANSFER FORM ACT*, PART 2
AND THE *LOCAL GOVERNMENT ACT***

BETWEEN:

CITY OF PARKSVILLE

100 E. Jensen Avenue
P.O. Box 1390
Parksville, B.C. V9P 2H3

(the "**Landlord**")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF NANAIMO

6300 Hammond Bay Road
Nanaimo, B.C. V9T 6N2

(the "**Tenant**")

OF THE SECOND PART

WHEREAS:

- A. Since 1977 the City of Parksville has been leasing a specified area of land within the Parksville Community Park for the District 69 Ice Arena, a recreational facility operated by the tenant. The most recent agreement was for a five year period ending March 31, 2013;
- B. Since 2003 the tenant has been subleasing the District 69 Ice Arena to the Parkville Curling Club Society for the purpose of operation of a Curling facility;
- C. The Parties wish to enter into a new agreement for the lease of the same lands and premises for a further five year period to permit the Tenant to continue to operate the District 69 Ice Arena including the continued sublease to the Parkville Curling Club;
- D. The Tenant has requested and the Landlord has agreed to grant a lease in the following terms.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the rents and agreements to be paid and performed by the Tenant,

1.0 Premises

The Landlord leases to the Tenant the land described in Schedule "A" annexed to this Lease (the "**Premises**").

2.0 Term

For the term of five years commencing on the 1st day of April 2013 and ending on the 31st day of March, 2018

3.0 Use

The Tenant may use the Premises only for those purposes permitted by City of Parksville Zoning and Development Bylaw 1994 No. 2000 and any amendments thereto.

4.0 Rent

The Tenant shall pay to the Landlord an annual rent of five (\$5.00) dollars due and payable on the first day of each year of the term.

5.0 Tenant's Covenants

The Tenant covenants with the Landlord:

Rent

5.1 to pay all rents reserved under this Lease;

Taxes

5.2 to pay all taxes, rates, duties and assessments whatsoever, whether municipal, provincial, federal, or otherwise, including GST, charged upon the Tenant or the Landlord as a result of the Tenant's occupation of or use of the Premises unless exempted by municipal bylaw;

Utilities

5.3 to pay as they become due all user fees and rates for utility services including, without limitation, all charges for all gas, oil, telephone and electric light and power used on the Premises;

Construction

- 5.4 that it will not construct any buildings or structures on the Premises without the Landlord's approval, which may be withheld at the sole discretion of the Landlord and that it will not construct or renovate any buildings or structures on the Premises unless, prior to any construction or renovation, it obtains
- (a) a development permit from the Landlord, if required under the Official Community Plan and Zoning Bylaw of the City of Parksville;
 - (b) a building permit, where required by the bylaws of the City of Parksville regulating building construction, authorizing the construction or renovations of the buildings and structures set out in the permit and the plans and specifications attached to it; and
 - (c) such inspections as are required under the bylaws of the City of Parksville regulating building construction,
- and all work shall be carried out at the cost of the Tenant;

Assign or Sublet

- 5.5 that it will sublet the Premises only to The Parksville Curling Club Society (Reg. No. 28480), and only for the purposes of operating a curling, recreation and community use facility, and will not otherwise sublease the Premises or assign this Lease without the prior written consent of the Landlord, which consent may be withheld at the sole discretion of the Landlord;

Nuisance

- 5.6 that it will not carry on or do or allow to be carried on or done on the Premises anything that may be or become a nuisance to the Landlord or the public;

Regulations

- 5.7 that it will
- (a) comply promptly at its own expense with the legal requirements of all authorities pertaining to the operation and use of the Premises, including an association of fire insurance underwriters or agents, and all notices issued under them that are served upon the Landlord or the Tenant; and
 - (b) indemnify the Landlord from all lawsuits, damages, losses, costs or expenses that the Landlord may incur by reason of non-compliance by the Tenant with legal requirements or by reason of any defect in the Premises or any injury to any person or to any personal property contained on the Premises unless the damages, losses, costs, expenses or injuries are the result of the negligence of the Landlord;

Insurance

- 5.8 that it will take out and maintain during the Term, a policy of general public liability insurance against claims for bodily injury, death or property damage arising out of the use and occupancy of the Premises by the Tenant in the amount of not less than Five Million (\$5,000,000.00) Dollars per single occurrence or such greater amount as the Landlord may reasonably designate, from time to time, naming the Landlord as an insured party thereto and shall provide the Landlord with a certified copy of such policy or policies;
- 5.9 that
- (a) it will take out and maintain during the Term a policy of insurance in the name of the Tenant insuring the ice arena and all fixtures and improvements to the full insurable replacement value thereof against risk of loss or damage caused by or resulting from fire, lightning, tempest, or earthquake and any additional peril against which the Landlord normally insures, and
 - (b) the Tenant shall provide the Landlord with a certified copy of the policy;
- 5.10 that all policies of insurance shall contain a waiver of subrogation clause in favour of the Landlord and shall also contain a clause requiring the insurer not to cancel or change the insurance without first giving the Landlord thirty (30) days' prior written notice;
- 5.11 that if the Tenant does not provide or maintain in force the insurance required by this Lease, the Landlord may take out the necessary insurance and pay the premium for periods of one year at a time, and the Tenant shall pay to the Landlord as additional rent the amount of the premium immediately on demand;

Damage or Destruction

- 5.12 that if the ice arena or other building or structure is destroyed or damaged by fire, tempest or other event and, in the opinion of the Tenant acting reasonably, either:
- (a) the estimated cost of repairing such destruction or damage is unreasonably high; or
 - (b) the time reasonably anticipated as being necessary for the repair of such destruction or damage is too long;

then the Tenant may, at its option, and upon written notice to the Landlord delivered within ninety (90) days after the occurrence of the destruction or the damage, terminate this lease, such termination to take effect sixty (60) days after

the exercise of the option to terminate. On such termination all proceeds of insurance payable in respect of such destruction or damage shall be paid to the Tenant.

In the event the Tenant chooses to terminate the lease in accordance with the provisions within this clause and does not reconstruct the building, then the Tenant at their cost will return the Premises to a condition that is acceptable to the Landlord. The landlord further agrees that an acceptable condition will be a condition that is generally comparable to those portions of the City of Parksville Community Park outside of the Premises;

Indemnification

- 5.13 that it will indemnify the Landlord from and against all lawsuits, damages, losses, costs or expenses which the Landlord may incur by reason of the use of the Premises by the Tenant or the carrying on upon the Premises of any activity in relation to the Tenant's or any subtenants use of the Premises and in respect of any loss, damage or injury sustained by the Tenant, or by any person while on the Premises for the purpose of doing business with the Tenant or otherwise dealing with the Tenant, except insofar as any damage, loss, injury, cost or expense is caused or contributed to by the negligence of the Landlord or its officers, employees or agents and this indemnity shall survive the expiry or sooner determination of this Lease;

Builders Liens

- 5.14 that it will indemnify the Landlord from and against all claims for liens for wages or materials or for damage to persons or property caused during the making of or in connection with any excavation, construction, repairs, alterations, installations and additions which the Tenant may make or cause to be made on, in or to the Premises; and will allow the Landlord to post and will keep posted on the Premises any notice that the Landlord may desire to post under the provisions of the *Builders Lien Act*;

Maintenance

- 5.15 to maintain the Premises and the building, at all times to a reasonable standard of maintenance as is commonly provided to municipal ice arenas and the City of Parksville Community Park..

Inspection and Access

- 5.16 to permit the Landlord at any time and from time to time to enter and to have its authorized agents, employees, and contractors enter the Premises for the purpose of inspection, making repairs, alterations, and improvements to the Premises in general or to make improvements as outlined in Section 4 of the City of Parksville

March 2006 Community Park Master Plan or to have access to utilities and services, and the Tenant shall provide free and unimpeded access for the purpose, and shall not be entitled to compensation for any inconvenience, nuisance, or discomfort caused thereby, but the Landlord in exercising its rights hereunder shall proceed to the extent reasonably possible so as to minimize interference with the Tenant's use and enjoyment of the Premises.

- 5.17 to obtain approval from the Landlord for any special event to be held within the facility that will likely exceed the parking capacity of the premises. The Landlord agrees that dependent only upon requirements of other special events scheduled for the same time in the City of Parksville Community Park, such approval will not be unreasonable withheld.

6.0 Landlord's Covenants

The Landlord covenants with the Tenant for quiet enjoyment.

7.0 Miscellaneous Covenants

And it is hereby mutually agreed:

Re-entry

- 7.1 that if the Tenant shall default in the payment of rent, or the payment of any other sum payable hereunder, or fail to perform any covenant hereunder and if such default shall continue for thirty (30) days after the giving of written notice by the Landlord to the Tenant, then the Landlord may re-enter the Premises and the rights of the Tenant with respect to the Premises shall lapse and be absolutely forfeited;

Forfeiture

- 7.2 that the Landlord, by waiving or neglecting to enforce the right to forfeiture of this Lease or the right of re-entry upon breach of any covenant, condition or agreement in it, does not waive the Landlord's rights upon any subsequent breach of the same or any other covenant, condition or agreement in this Lease;

Fixtures

- 7.3 that the ice arena is owned by the Tenant and if the Tenant elects not to rebuild the ice arena under section 5.12, or if this Lease is otherwise terminated, the ice arena or the remains of it, and the proceeds of any fire insurance or sale are the property of the Tenant, as an asset of the recreation local service provided by the Tenant for and within the City of Parksville (the Landlord) the Town of Qualicum Beach and Electoral Areas E, F, G and H of the Regional District of Nanaimo or any amended or successor local service providing community recreation services

within the Regional District of Nanaimo, in accordance with the *Local Government Act* and in spite of any law to the contrary;

- 7.4 if the Landlord and the Tenant do not enter into a new lease to become effective immediately following the expiration of the Term, the Landlord and the Tenant will negotiate in good faith towards an agreement on the disposition of the Tenant's Improvements (including the arena, parking lots, fencing, signage and other improvements made by the Tenant), either by way of removal of those improvements from the Premises by the Tenant, or the transfer of those improvements to the Landlord, on terms that are mutually acceptable to the parties. If the parties are unable to agree upon a transfer value within six (6) months after expiration of the Term, that dispute will be submitted to binding arbitration and the arbitrator may order removal or transfer for value (or a combination of removal and transfer) taking into account such factors as depreciated building value.
- 7.5 if the lease is not renewed by reason of the District 69 Ice Arena having come to the end of its useful life, then in accordance with the provisions of section 7.4 for removal of the improvements from the Premises by the Tenant, the tenant agrees to remove those portions of the improvements requested to be removed by the Landlord and to return the Premises to a condition acceptable to the Landlord as outlined in Section 5.12.

Holding Over

- 7.6 that if the Tenant holds over following the Term and the Landlord accepts rent, this Lease becomes a tenancy from month to month subject to those conditions in this Lease applicable to a tenancy from month to month;

Renewal

- 7.7 that upon the expiration of the Term the parties may agree to enter into a new lease of the Premises containing agreed terms and conditions.

Time

- 7.8 that time shall be of the essence of this Lease;

Notices

- 7.9 that any notice required to be given under this Lease shall be deemed to be sufficiently given:
- (a) if delivered, at the time of delivery, and

- (b) if mailed from any government post office in the Province of British Columbia by prepaid, registered mail addressed as follows:

If to the Landlord:

City of Parksville
100 E. Jensen Avenue
P.O. Box 1390
Parksville, B.C. V9P 2H3

If to the Tenant:

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

or at the address a party may from time to time designate, then the notice shall be deemed to have been received forty-eight (48) hours after the time and date of mailing. If, at the time of the mailing the notice, the delivery of mail in the Province of British Columbia has been interrupted in whole or in part by reason of a strike, slow-down, lockout or other labour dispute then the notice may only be given by actual delivery of it;

Net Lease

- 7.10 that this Lease shall be a complete carefree net lease to the Landlord as applicable to the Premises and the Landlord shall not be responsible during the Term for any cost, charges, expenses or outlays of any nature whatsoever in respect of the Premises or its contents except those mentioned in this Lease;

Binding Effect

- 7.11 that this Lease shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees;

Amendment

- 7.12 that the parties hereto may by agreement amend the terms of this Lease, such amendment to be evidenced in writing and executed by both parties;

Law Applicable

- 7.13 that this Lease shall be construed in accordance with and governed by the laws applicable in the Province of British Columbia;

Interpretation

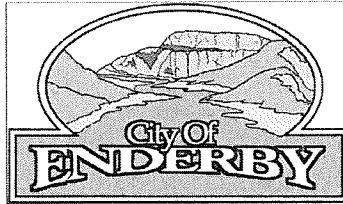
- 7.14 that when the singular or neuter are used in this Lease they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require;
- 7.15 all provisions of this Lease are to be construed as covenants and agreements as though the words importing covenants and agreements were used in each separate paragraph;
- 7.16 that the headings to the clauses in this Lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Lease or provision of it.

IN WITNESS the parties have signed and sealed this Lease on the _____ day of _____, 2013.

CITY OF PARKSVILLE by its authorized)
 signatories)
)
 _____)
 Mayor)
)
 _____)
 Director of Administrative Services)

REGIONAL DISTRICT OF NANAIMO by its)
 authorized signatories)
)
 _____)
 Chairperson)
)
 _____)
)
)

619 Cliff Avenue
P. O. Box 400
Enderby, B. C. V0E 1V0



The Corporation of the City of Enderby
Top of the Okanagan

Tel: (250) 838-7230
Fax: (250) 838-6007
Website: www.cityofenderby.com

January 23, 2013

Honourable Dr. Margaret MacDiarmid
Minister of Health
Room 337, Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister MacDiarmid:

Re: Doctor Shortage in Enderby

As you may be aware, the City of Enderby has been struggling to attract and retain physicians. In a community such as ours, with a high proportion of at-risk subpopulations and seniors, the need for local practitioners is essential to our quality of life. Therefore, it is also essential that the accreditation of physicians is efficient, based on reasonable standards, and internationally competitive.

It has been brought to the attention of the City that internationally-trained medical graduates (IMGs) may provide a source of physicians who are keen to live and work in small rural and remote communities. However, I am concerned after corresponding with several IMGs who claim that their attempts to work in BC have been frustrated by the accreditation process. These IMGs have made it abundantly clear that the accreditation process is flawed and internationally uncompetitive. Given that the international marketplace for physicians is characterized by low supply and high demand, it strikes me as absurd that the Province would not be doing more to streamline the process and ensure that accreditation standards are competitive.

I note that the Ministry of Health Services' response to UBCM Policy Resolution B148 (International Medical Graduate Program, endorsed 2009, sponsored by Port Alice) committed the Province to the implementation of restricted and qualified licenses as a way to partially resolve this problem:

In 2008, Government amended the Health Professions Act to permit the College of Physicians and Surgeons of BC to establish a new restricted license for IMGs who do not meet the requirements for full licensure in BC. The College came under the Health Professions Act on June 1, 2009.

- *By-laws enabling a new restricted license are expected by the end of the year. They will allow IMGs to practice in their specific areas of qualifications.*
- *IMGs who do not meet the requirements for full licensure may be authorized to practice subject to individual-specific limits or conditions that reflect their current qualifications, on either a permanent basis or while upgrading to full registration requirements.*

However, during the course of my conversations with the College, it became apparent that there are significant barriers preventing BC from capitalizing upon restricted and qualified licenses. As College Registrar Heidi M. Oetter, MD noted in correspondence dated December 28, 2012, barriers to restricted licensure “are primarily due to lack of capacity and resources to assess IMGs who lack appropriate credentials. Furthermore, IMGs who have incomplete training are not able to access university programs to upgrade their skills.” Dr. Oetter further noted that “the College has advised the Ministry of Health that it is prepared to take on the task of licensure and regulation of physician assistants as this practice model may be a better long-term solution to supporting rural/remote practice.”

At its regular meeting of January 14, 2013, Council resolved the following:

THAT a letter be sent to the Minister of Health requesting a meeting to address the existing payment structure for practising physicians, the physician shortage, and obstacles facing International Medical Graduates such as difficulties in the implementation of restricted and qualified licensure.

Further to Council’s resolution, I respectfully request the opportunity to meet with you to discuss the above.

Sincerely yours,

Howie Cyr
Mayor

HC/tb

Cc. George Abbot, MLA for Shuswap
Mike Farnworth, MLA for Port Coquitlam and Critic for Health
UBCM membership

Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:
The Province of BC



Gas Tax Program Services

Local Government House
525 Government St
Victoria BC V8V 0A8

Phone: 250 356-5134
Fax: 250 356-5119

Website:

www.ubcm.ca
under
Funding Programs

Gas Tax Fund, Gas Tax
Agreement

January 26, 2013

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

RDN CAO'S OFFICE			
CAO	<input checked="" type="checkbox"/>	GM R&P	<input type="checkbox"/>
GMS&CD	<input type="checkbox"/>	GM T&SW	<input checked="" type="checkbox"/>
GM R&CU	<input checked="" type="checkbox"/>	DF	<input checked="" type="checkbox"/>
JAN 29 2013			
DCS	<input type="checkbox"/>	BOARD	<input checked="" type="checkbox"/>
CHAIR	<input type="checkbox"/>	Info.	<input type="checkbox"/>

Dear Mr. Thorkelsson:

Re: GAS TAX GENERAL STRATEGIC PRIORITIES FUND AND INNOVATIONS FUND APPLICATIONS

Thank you for submitting your 2012 General Strategic Priorities Fund (GSPF)/ Innovations Fund (IF) application for funding under the Gas Tax Program. We have now completed approvals and unfortunately your applications for the following projects were not approved for funding:

- Purchase ARBOC buses; and
- Southern Community Wastewater outfall replacement and upgrade

In total, 53 projects have been approved totaling over \$53 million in GSPF and IF funding for capital and capacity building projects. These approvals, along with the approvals made under the 2011 intake, fully commit the GSPF and IF allocation for the 2010-2014 Gas Tax extension funding. Consequently, there is no further funding available under these programs.

The 2012 intake was oversubscribed by a considerable margin, with over 200 applications received totaling over \$440 million in grant funding requested, outweighing available funds by almost 8:1. This did not allow for all worthy applications to be funded.

A list of successful projects will be available on our website at (<http://www.ubcm.ca/EN/main/funding/gas-tax-fund.html>) after all of the media events and announcements have been made.

We wish to thank you for taking the time to develop and forward your application.

Sincerely,

Gary MacIsaac, Chair
Management Committee