

REGIONAL DISTRICT OF NANAIMO

**COMMITTEE OF THE WHOLE
TUESDAY, FEBRUARY 11, 2014
(Immediately following the Special Board Meeting)**

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

- 7 **Rob Christopher, Nanaimo Search and Rescue Society**, re 2013-2014 Operations.
- 8 **Anna Sjoo**, re District 69 Recreation.
- 9 **Taryn O’Flanagan, Nanaimo Region John Howard Society**, re Funding Request – Capacity to End Homelessness Reserve Fund.

MINUTES

- 10-16 Minutes of the Regular Committee of the Whole meeting held Tuesday, January 14, 2014.
- 17-19 Minutes of the Special Committee of the Whole meeting held Tuesday, January 28, 2014.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

- 20 **Paul Glassen, Nanaimo Working Group on Homelessness**, re Rental Support Program Application for Support.
- 21-26 **Taryn O’Flanagan, Nanaimo Region John Howard Society**, re Rental Support Program application for funds designated for capacity building to end homelessness.
- 27-29 **Barry Smith, Canadian Wildlife Service – Pacific and Yukon Region**, re Consultation on SARA Listing Process for Terrestrial Species 2013 and 2014 – *Correspondence and attachments distributed electronically to Directors on January 24.*
- 30-31 **Larry Cross, President, Association of Vancouver Island Coastal Communities**, re AVICC motion to facilitate meeting on solid waste management.

32 **Brian D. Tutty**, re Industrial stack emissions affecting Nanaimo airshed.

FINANCE

33-80 2014 to 2018 Financial Plan – *Staff to provide presentation.*

CORPORATE SERVICES

ADMINISTRATIVE SERVICES

81-82 Disclosure of Contracts – Section 107(1) of the *Community Charter*.

INFORMATION TECHNOLOGY

83-85 Rogers Cell Tower Agreement and Renewal Extension.

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

86-90 Bylaw 1591.04 – Solid Waste and Recycling Collection Service – Rates and Regulations Amendment Bylaw.

STRATEGIC AND COMMUNITY DEVELOPMENT

BUILDING, BYLAW & EMERGENCY PLANNING

91-96 2533 Island Highway East – Electoral Area ‘E’ – Unsightly Premises.

97-101 6712 Island Highway West – Electoral Area ‘H’ – Unsightly Premises.

102-106 81 Noonday Road – Electoral Area ‘H’ – Unsightly Premises.

LONG RANGE PLANNING

107-111 Funding Request – Capacity Building to End Homelessness Reserve Fund.

112-145 2013 Annual Report on Regional Growth Strategy Implementation and Progress – *Staff to provide presentation.*

146-148 Electoral Area ‘B’ Participation in the Regional Growth Management Function.

CURRENT PLANNING

149-159 Options for AAC and Area Director Comment on ALR Applications.

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

160-166 Bylaw No. 975.61 – Pump & Haul Local Service Establishment Amendment to Exclude 3168 Dolphin Drive, Electoral Area ‘E’.

WATER AND UTILITY

167-170 Bylaw No. 1655.02 – Water User Rate Amendments 2014.

171-184 Bylaws No. 1241.06, 765.14, 422.17, 1472.05 1532.03 – Sanitary Sewer User Rate Amendments.

185-193 Hawthorne Rise Sanitary Sewer Extension – Construction Tender Award & Bylaws No. 1696 and 1697 – Security Issuing and Interim Financing Bylaws.

STANDING COMMITTEE, SELECT COMMITTEE, AND COMMISSION

Regional Liquid Waste Advisory Committee

194-198 Minutes of the Regional Liquid Waste Advisory Committee meeting held Tuesday, November 19, 2013 (for information).

Electoral Area ‘E’ Parks and Open Space Advisory Committee

199-200 Minutes of the Electoral Area ‘E’ Parks and Open Space Advisory Committees meeting held Monday, December 16, 2013 (for information).

Agricultural Advisory Committee

201-204 Minutes of the Agricultural Advisory Committee meeting held Friday, January 24, 2014 (for information).

Dogs Harassing Livestock

1. *That Bylaw and Policy Review project in the 2014-2016 Agricultural Area Plan (AAP) Implementation Action Plan include consideration of options to minimize the impact of trespass by at-large dogs on farms with livestock.*
2. *That staff be directed to investigate and bring back a report on amending Regional District of Nanaimo animal control bylaw to include provisions for classifying and regulating nuisance to livestock dogs and the compensation to parties as result of the actions of dangerous or nuisance dogs.*
3. *That the Board of Directors of the RDN send a letter to the Minister of Agriculture asking that the Livestock Act be amended so as to better protect livestock from nuisance dogs.*

SCHEDULED STANDING COMMITTEES - EXTERNAL

Arrowsmith Water Service Management Board

205-206 Minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, June 6, 2013 (for information).

207-208 Minutes of the Regular meeting of the Arrowsmith Water Service Management Board, held Thursday, December 12, 2013 (for information).

Englishman River Water Service Management Board

209-214 Minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, June 6, 2013 (for information).

215-219 Minutes of the Regular meeting of the Englishman River Water Service Management Board, held Thursday, December 12, 2013 (for information).

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

Nanaimo Tax Requisition Increase for Transit Expansion

At the January 28, 2014 Board meeting Director Anderson advised that he would be bringing forward the following motion for consideration at the February 11, 2014 Committee of the Whole meeting:

That staff be directed to increase the City of Nanaimo 2014 tax requisition by 175,000 for a 2014 transit expansion inside the City of Nanaimo boundaries and that a report be prepared that outlines expansion options that could be implemented by September 2014 and their financial impacts.

IN CAMERA

ADJOURNMENT

RE: 2013 – 2014 Operations

From: Rob Christopher [mailto:nansar08@gmail.com]

Sent: Thursday, January 02, 2014 2:25 PM

Subject: Re: Presentation to the Board by Nanaimo Search & Rescue

Would it be possible to book February 11th for our presentation to the Board? That will leave a fall-back date of February 25th in case of emergency.

Thanks and best regards,

Rob

Re: District 69 Recreation

From: Anna Sjo
Sent: Thursday, January 30, 2014 11:08 PM
Subject: RE: RDN Delegation

I just wanted to confirm that we are a delegation on Feb 11, 2014 at 7:00 pm.

Cheers!
Anna Sjo

Re: Funding Request – Capacity to End Homelessness Reserve Fund

From: Rosemary Cole
Sent: Tuesday, February 04, 2014 12:57 PM
Subject: Registration

I was speaking with Lisa and she informed me that we have to register for with the RDN for the February 11, 2014 presentations.

The Nanaimo Region John Howard Society would like to register Taryn O’Flanagan, Executive Director to do a 10 minute presentation.

She will not be doing a power point but will attend with written materials.

Thank you
Rosemary Cole
Administrative Officer

200-1585 Bowen Road
Nanaimo, B.C. V9S 1G4
johnhowardnanaimo.org

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JANUARY 14, 2014 AT 7:05 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	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 J. de Jong	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
Alternate	
Director B. McKay	City of Nanaimo
Alternate	
Director P. Christensen	Electoral Area H
Alternate	
Director C. Burger	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director D. Brennan	City of Nanaimo
Director M. Lefebvre	City of Parksville

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
R. Alexander	Gen. Mgr. Regional & Community Utilities
T. Osborne	Gen. Mgr. Recreation & Parks
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order.

DELEGATIONS

Gail Adrienne, Nanaimo and Area Land Trust, re 2014 Funding.

Fraser Wilson, member of the Nanaimo and Area Land Trust (NALT) Board, provided an overview of NALT services in 2013 and requested the Board provide \$30,000 in funding to the organization in 2014.

COMMITTEE OF THE WHOLE MINUTES

MOVED Director Johnstone, SECONDED Director Ruttan, that the minutes of the Committee of the Whole meeting held November 12, 2013, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Bruce Jolliffe, Chair, Vancouver Island Regional Library Board of Trustees, re Community Library Branch – Cedar Rural Village Centre.

MOVED Director Holme, SECONDED Director Fell, that the correspondence received from Bruce Jolliffe, Chair, Vancouver Island Regional Library Board of Trustees, regarding Community Library Branch – Cedar Rural Village Centre, be received.

CARRIED

Coralee Oakes, Minister of Community, Sport, and Cultural Development, re Local Government Elections Reform Stakeholder Consultation.

MOVED Director Holme, SECONDED Director Fell, that the correspondence received from Coralee Oakes, Minister of Community, Sport, and Cultural Development, regarding Local Government Elections Reform Stakeholder Consultation, be received.

CARRIED

Heather Sarchuk, North Cedar Improvement District, re Cost Sharing for Constructing a 400,000 Imperial Gallon Reservoir.

MOVED Director Holme, SECONDED Director Fell, that the correspondence received from Heather Sarchuk, North Cedar Improvement District, regarding cost sharing for constructing a 400,000 imperial gallon reservoir, be received.

CARRIED

Amanda Weeks, City of Parksville, re 2014 Council Appointment to the District 69 Recreation Commission.

MOVED Director Holme, SECONDED Director Fell, that the correspondence from Amanda Weeks, City of Parksville, regarding the 2014 Council appointment to the District 69 Recreation Commission, be received.

CARRIED

Amanda Weeks, City of Parksville, re 2014 Council Voting Representative – Arrowsmith Water Service Management Board.

MOVED Director Holme, SECONDED Director Fell, that the correspondence from Amanda Weeks, City of Parksville, regarding the 2014 Council voting representative to the Arrowsmith Water Service Management Board, be received.

CARRIED

Amanda Weeks, City of Parksville, re 2014 Council Voting Representative – Englishman River Water Service Management Board.

MOVED Director Holme, SECONDED Director Fell, that the correspondence received from Amanda Weeks, City of Parksville, regarding the 2014 Council voting representative to the Englishman River Water Service Management Board, be received.

CARRIED

CHIEF ADMINISTRATIVE OFFICER

2014 Service Area Work Plan Projects.

MOVED Director Burger, SECONDED Director Willie, that the Board receive the list of service area work plan projects for 2014 for information.

CARRIED

CORPORATE SERVICES

ADMINISTRATIVE SERVICES

Bylaw No. 1694, 2014 – A Bylaw to Secure Long Term Debt for the City of Nanaimo Water Treatment Plant.

MOVED Director Greves, SECONDED Director Houle, that the Board consent to the borrowing of \$9.2 million dollars from the Municipal Finance Authority of British Columbia over a 20 year term for the purpose of funding the City of Nanaimo's Water Treatment Plant construction project.

CARRIED

MOVED Director Greves, SECONDED Director Houle, that "Regional District of Nanaimo Security Issuing (City of Nanaimo) Bylaw No. 1694, 2014" be introduced and read three times.

CARRIED

MOVED Director Greves, SECONDED Director Houle, that "Regional District of Nanaimo Security Issuing (City of Nanaimo) Bylaw No. 1694, 2014" be adopted.

CARRIED

FINANCIAL SERVICES

Bylaw No. 1693, 2014 – A Bylaw to authorize preparation of 2014 Parcel Tax Rolls.

MOVED Director Johnstone, SECONDED Director Houle, that the "2014 Parcel Tax Assessment Roll Bylaw No. 1693, 2014", be introduced and read three times.

CARRIED

MOVED Director Johnstone, SECONDED Director Houle, that the "2014 Parcel Tax Assessment Roll Bylaw No. 1693, 2014" be adopted.

CARRIED

MOVED Director Johnstone, SECONDED Director Houle, that the Board appoint the Chairperson, the Manager, Administrative Services and the Director of Finance to preside as the 2014 parcel tax review panel.

CARRIED

Bylaw No. 1467.01, 2014 – A Bylaw to amend the requisition limit for the Electoral Area 'A' Recreation and Culture Service.

MOVED Director McPherson, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Amendment Bylaw No. 1467.01, 2014" be introduced and read three times.

CARRIED

MOVED Director McPherson, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Amendment Bylaw No. 1467.01, 2014" be adopted.

CARRIED

Bylaw No. 798.08, 2014 – A Bylaw to amend the requisition limit for the Electoral Area 'A' Community Parks Service.

MOVED Director McPherson, SECONDED Director Young, that "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.08, 2014" be introduced and read three times.

CARRIED

MOVED Director McPherson, SECONDED Director Young, that "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.08, 2014" be adopted.

CARRIED

Report on Actuarial Services for Unfunded Liabilities.

MOVED Director Willie, SECONDED Director Burger, that the Board direct staff to enter into a three year agreement with Mercer to provide actuarial services for unfunded liabilities related to employee benefits.

CARRIED

Feasibility Study Reserve Accounts Update.

MOVED Director Anderson, SECONDED Director Houle, that the report on the status of Feasibility Study Reserve Accounts be received.

CARRIED

Director Veenhof left the meeting at 7:32 pm citing a possible conflict of interest with the next agenda item.

2014 Proposed Budget External Requests for Funding.

MOVED Director Fell, SECONDED Director Young, that the 2014 proposed budget external requests for funding be referred to a special meeting.

CARRIED

Director Veenhof returned to the meeting at 7:34 pm.

RECREATION AND PARKS SERVICES

PARKS SERVICES

Development Funding for the E&N Regional Rail Trail.

MOVED Director Bestwick, SECONDED Director Anderson, that the development funding request for the E&N Regional Rail Trail be referred to a special meeting with the other external requests for funding.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

Regional Growth Strategy Targets and Indicators Project.

MOVED Director Ruttan, SECONDED Director McPherson, that staff proceed with the Targets and Indicators Project as outlined in the attached Terms of Reference.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER SERVICES

MOVED Director Holme, SECONDED Director Anderson, that the Board receives the Liquid Waste Management Plan Amendment, Consultation Summary Report and First Nations Engagement Progress Report for information.

CARRIED

MOVED Director Holme, SECONDED Director Anderson, that the Board directs staff to make appropriate revisions to the Liquid Waste Management Plan Amendment document, related to comments in the Ministry of Environment letter of January 9, 2014.

CARRIED

MOVED Director Holme, SECONDED Director Anderson, that the Board supports the Liquid Waste Management Plan Amendment and recommendation to provide secondary treatment at Greater Nanaimo Pollution Control Centre by 2018 and secondary treatment at Nanoose Bay Pollution Control Centre by 2023.

CARRIED

MOVED Director Holme, SECONDED Director Anderson, that the Board directs staff to submit the Liquid Waste Management Plan Amendment to the Minister of Environment for approval.

CARRIED

COMMISSIONS, ADVISORY & SELECT COMMITTEES

Regional Parks and Trails Select Committee

Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, December 3, 2013.

MOVED Director Houle, SECONDED Director Greves, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, December 3, 2013, be received.

CARRIED

Benson Creek Falls Management Plan 2014 – 2024.

MOVED Director Young, SECONDED Director Kipp, that the 2014 – 2024 Benson Creek Falls Management Plan be approved.

CARRIED

RDN Parks and Trails Guidelines.

MOVED Director Veenhof, SECONDED Director Ruttan, that the Parks and Trails Guidelines Report be approved and adopted as a guide for parks and trail development and operations.

CARRIED

NEW BUSINESS

2014 Tax Requisition for Electoral Area 'A' Recreation and Culture Service.

MOVED Director McPherson, SECONDED Director Houle, that staff be directed to increase the 2014 tax requisition for the Electoral Area 'A' Recreation and Culture Service by \$20,000 to a total of \$172,785 and to update the proposed 2014 - 2018 Regional District of Nanaimo Financial Plan to reflect this increase.

CARRIED

MOVED Director McPherson, SECONDED Director Houle, that staff be directed to increase the 2014 tax requisition for the Electoral 'A' Community Parks Service by \$20,000 to a total of \$145,650 and to update the proposed 2014 - 2018 Regional District of Nanaimo Financial Plan to reflect this increase.

CARRIED

Restructure Study for Electoral Area 'A'.

MOVED Director McPherson, SECONDED Director Veenhof, that the Chair inform the Minister of Community, Sport & Cultural Development that the Regional District of Nanaimo Board supports the Ministry's consideration of funding a restructure study for Electoral Area 'A' as a priority.

CARRIED

MOVED Director McPherson, SECONDED Director Veenhof, that the Director for Electoral Area 'A' provide additional information to the Minister of Community, Sport & Cultural Development as requested in her October 21, 2013 letter.

CARRIED

IN CAMERA

MOVED Director Holme, SECONDED Director Young, that pursuant to Sections 90 (1)(c) and (e) of the *Community Charter* the Board proceed to an In Camera meeting for discussions related to labour relations and land acquisition.

CARRIED

TIME: 8:26 PM

ADJOURNMENT

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

CARRIED

TIME: 8:56 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JANUARY 28, 2014 AT 4:30 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	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 J. de Jong	District of Lantzville
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
Alternate	
Director B. McKay	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach

Regrets:

Director J. Ruttan	City of Nanaimo
Director D. Brennan	City of Nanaimo

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
D. Trudeau	Gen. Mgr. Transportation & Solid Waste
R. Alexander	Gen. Mgr. Regional & Community Utilities
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order.

FINANCIAL SERVICES

2014 Proposed Budget External Requests for Funding.

Oceanside Hospice.

MOVED Director Lefebvre, SECONDED Director Holme, that staff be directed to advise the Oceanside Hospice Society that grant funding is available at this time only through the Grants-In-Aid service criteria.

CARRIED

Nanaimo Hospice Society.

MOVED Director Greves, SECONDED Director Kipp, that staff be directed to amend the 2014 – 2018 Financial Plan to include \$5,000.00 for one-time funding in 2014 to the Nanaimo Hospice Society for their building project.

CARRIED

Director Veenhof left the meeting at 4:46 pm citing a possible conflict of interest with the next agenda item.

Lighthouse Country Marine Rescue Society.

MOVED Director Lefebvre, SECONDED Director Houle, that staff be directed to proceed with establishment of a new service and to seek elector approval for marine rescue funding in the Electoral Area H participating area.

CARRIED

Director Veenhof returned to the meeting at 4:48 pm.

Oceanside Community Policing.

MOVED Director Lefebvre, SECONDED Director Fell, that staff be directed to amend the 2014 – 2018 Financial Plan to include \$29,220.00 for additional annual funding to support the Community Policing Office and the Citizens on Patrol programs under the Northern Community Justice service area.

CARRIED

Nanaimo RCMP Victim Services.

MOVED Director Houle, SECONDED Director Anderson, that staff be directed to amend the 2014 – 2018 Financial Plan to include \$2,500.00 for additional annual funding to support the Nanaimo RCMP Victim Services program under the Southern Restorative Justice/Victim Services service area.

CARRIED

Nanaimo Regional Rail Trail Partnership.

MOVED Director Anderson, SECONDED Director Johnstone, that staff be directed to amend the 2014 – 2018 Financial Plan to include \$15,000.00 for a one-time grant to the Nanaimo Regional Rail Trail Partnership under the Grants-In-Aid service.

CARRIED

Nanaimo and Area Land Trust.

MOVED Director Kipp, SECONDED Director Houle, that staff be directed to amend the 2014 – 2018 Financial Plan to include \$30,000.00 for a one-time grant to the Nanaimo and Area Land Trust under the Regional Parks Operations service.

CARRIED

Regional Trail Development Funding.

MOVED Director Veenhof, SECONDED Director Houle, that staff be directed to work with the Regional Parks and Trails Select Committee to amend the 2014 – 2018 Regional Parks Acquisition/Development Plan and budget to redistribute capital plans to focus on regional trail development.

CARRIED

Director Greves left the meeting at 5:50 pm citing a possible conflict of interest with the next agenda item.

NEW BUSINESS

MOVED Director Veenhof, SECONDED Director Willie, that the Regional District extend an invitation to Island Corridor Foundation and the CEO of Southern Rail to meet with the Board of the Regional District of Nanaimo.

CARRIED

Director Greves returned to the meeting at 6:14 pm.

ADJOURNMENT

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

CARRIED

TIME: 6:15 PM

CHAIRPERSON

CORPORATE OFFICER

Nanaimo Working Group on Homelessness

Business & Community
Working Together to End Homelessness

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

RE; Rental Support Program application for support

Dear Mr. Stanhope

Nanaimo's Working Group on Homelessness has been working since 2001 to create housing and support options for homeless people in our community. The rental support program, initiated by the NWGH in 2012, has shown itself to be a cost effective way to help people move from living on the streets to living in a home, and to successfully maintain their tenancy in that home. We are therefore writing to indicate our support for the application by the John Howard Society to extend the program for a further year.

At the most recent NWGH meeting, on January 16th, 2014, passed a motion unanimously "to support the application by John Howard Society to seek \$45,000 from the Regional District of Nanaimo Capacity Building to End Homelessness fund." It is our belief that the program represents good value for money, and that it helps those who have not benefited from existing programs such as supported housing or the emergency shelters.

As we move into the next round of the federal governments Homeless Partnering Strategy funding the NWGH will work closely with our non-profit partners and staff from Federal, provincial and municipal governments to strategically coordinate all expenditures aimed at ending homelessness in Nanaimo.

Sincerely



Paul Glassen
Chair, NWGH

Nanaimo Working Group on Homelessness, c/o City of Nanaimo, Community Planning Section, 455
Wallace Street, Nanaimo, BC V9R 5J6

John Howard

Nanaimo Region John Howard Society

200-1585 Bowen Road, Nanaimo, BC V9S 1G4 • Bus: 250.754.1266 Fax: 250.754.2340

Email: jhsnan@shawcable.com • Website: www.jhsnr.org

January 21, 2014

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

Re: Rental Support Program application for funds designated for capacity building to end homelessness.

Dear Joe and the Regional District of Nanaimo Board of Directors,

Since October 2012, The Nanaimo Region John Howard Society has been operating a Rental Support Program which was initiated and is supported by the Nanaimo Working Group on Homelessness. This request is to propose that the Nanaimo Region John Howard Society receive 45,000.00 from the funds designated for capacity building to end homelessness. At risk, and difficult to house individuals can continue to be placed in the current rental support units and be provided with outreach support to connect these individuals with wraparound supports in the community. The Working Group will continue to oversee the project in partnership with the Nanaimo Region John Howard Society. Since the program has been operating, thirteen individuals have been successfully housed in the program and the six units that are currently subsidized are full. An excellent tenant relationship has developed with Widsten Properties who are supportive of this program, and enthusiastic about continuing to support the program.

The project would require a rent subsidy for the six units that are currently housing individuals and a Tenant Support Staff (.2 FTE). The Tenant Support Staff will be expected to work with current low barrier housing providers in the community and with staff of street outreach programs. The Tenant Support Staff will be directly involved in the review and selection process for tenancy and will support the individual to maintain housing and obtain needed supports. The Tenant Support Staff will also be expected to work with private landlords to increase positive relationships with these individuals.

Please find enclosed our application package for this project. Please contact me if you have any questions or concerns about the application.

Sincerely,



Taryn O'Flanagan
Executive Director

Fostering a Safe and Supported Community

JohnHoward

Nanaimo Region John Howard Society

Regional District of Nanaimo
 Application for Funding
 January 21, 2014

SECTION 1

APPLICANT INFORMATION

Organization type: <input type="checkbox"/> Faith group <input checked="" type="checkbox"/> Not-for-profit <input type="checkbox"/> Other		
Legal name of organization: Nanaimo Region John Howard Society	Phone: 250.754.1266	Fax: 250.754.2340
Mailing address: 200 – 1585 Bowen Road, Nanaimo, BC, V9S 1G4	Website: jhsnr.org	
Contact name and title: Taryn O’Flanagan, Executive Director	Phone 250.754.1266	E-mail: Taryn.jhsnan@shawcable.com
Organization’s main activities and mission: <p>The Nanaimo Region John Howard Society supports the community by providing services that promote responsible and accountable behaviours that lead to a safer community. Our vision is a safe and inclusive community where every citizen takes responsibility for a humane, civil and just society.</p> <p>For over 50 years the Society has been providing community based services in the Nanaimo Region. We have been offering programs that are innovative and recognized for being best practice which has often led the way for the development of province wide programming. The excellence of our Restorative Justice Program has been recognized nationally and internationally. Our Forensic Housing and Outreach Program (operating for 16 years) is the “Cadillac” of programs offered by Forensic Psychiatric Services. The Forensic Program was presented with the BC Mental Health and Addictions Excellence in Service - Clients First in May 2012. The Guthrie Therapeutic Community at the Nanaimo Correctional Centre received the regional and provincial Premiers Award for Innovation in May 2012.</p>		

INSURANCE

Do you have liability insurance and WCB? Yes
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SECTION 2

PROJECT DESCRIPTION

Project title: Rental Support Program	Length of project (DD-MM-YYYY)	
	From: 01-04-2014	To: 31-03-2015
Location of project activities: (if different from the applicant's mailing address) The main activities of the project will take place in a variety of private and market rental accommodations in the Regional District of Nanaimo and area. The administrative and staff functions will be based in the Nanaimo Region John Howard Society offices at 200 – 1585 Bowen Road, Nanaimo, BC, V9S 1G4.		
Project goals and activities: Please provide a brief description of how your organization would use the requested funding (the activities) and what you would expect to accomplish (the goals). This project has currently been operating since October 2012 and has proven to be highly successful. This project would operate for an additional year with the current units and staffing. The project will make available a rent subsidy for up to six rental units for individuals experiencing homelessness or who are at risk of homelessness. The subsidy will cover the difference between market cost of the unit and the amount available to the tenant – typically expected to be the shelter allowance provided by the Ministry of Social Development and Social Innovation (\$375 monthly). The project will provide tenant support staff (.2 FTE) to assist tenants in maintaining housing The project will have a fund available to repair damage to units arising from supported tenancies under the initiative The project will support the tenants to transition into non-subsidized units. This project is designed in accordance with the priorities of the existing Community Plan Priorities: Priority 1: Enhanced transitional and supportive housing capacity for women, men, families and youth Example strategic actions may include: <ul style="list-style-type: none"> • an increased stock of low-barrier housing (without negatively impacting the existing stock); • improved access to and provision of rent subsidies; • other innovative projects within the parameters of the guiding principles. The project goals are: <ol style="list-style-type: none"> 1. Transition to non-subsidized housing 2. Enhanced tenancy skills 3. Develop a good working relationship with private landlords 		
Demonstrated need and community support: Please outline the nature and extent of the need being addressed by your proposal and demonstrate, if possible, that there is community support for the proposal or that the proposal has arisen from a collaborative community based process. The project has a steering group comprised of City of Nanaimo – Community Planning staff; representatives from Widsten Realty - a property management firm based in Nanaimo, Nanaimo Citizen's		

Advocacy, 7-10 Breakfast Club, The Nanaimo Region John Howard Society and community members.

The development of this initiative has been done under the auspices of the Nanaimo Working Group on Homelessness, and is linked to the Community Advisory Board on Homelessness in Nanaimo. The project will continue to work with current low barrier housing providers in the community and with staff of street outreach programs by participating in existing tenant review and selection processes.

The current estimate of homeless individuals in Nanaimo is approximately 300, and the number of people in receipt of Income Assistance in Nanaimo is in excess of 3,000. The shelter portion of an Income Assistance transfer is \$375 monthly (single individual) while the market rent of a single bachelor apartment is on average \$550 - \$660 per month. Very little accommodation is available for under \$400 per month, and what is available is generally substandard and unsafe. The vacancy rate in Nanaimo is currently eight percent.

Assessment and measurement strategy:

Please provide a description of how your organization plans to measure the impact of your proposed project goals and activities.

1. **Performance indicators:**
 - a. successful tenancy maintained
 - b. volunteering
 - c. work
 - d. education and

2. **Project monitoring method:** monthly reports from Tenant Support Worker. Monthly report to include client status, incident reports and project activities as well as psychological and health reports.

3. **The following assessment tools will be used:**
 - a. Quality of Life Questionnaire (pre and post)
 - b. Client Satisfaction
 - c. Landlord Satisfaction

SECTION 3

BUDGET

Amount requested from NWWGH:	\$45,000
Other sources of project-related funding:	\$ 0
Total project amount:	\$45,000

*** IMPORTANT: Please attach a complete budget breakdown for the submitted proposal.**

SECTION 4

DECLARATION

I/we certify that the above information accurately describes my/our organization and plans related to the above-mentioned project.			
Applicant's name (in block letters)	Position	Signature	Date
Taryn O'Flanagan	Executive Director	<i>Taryn O'Flanagan</i>	January 21, 2014

Rental Support Program Operating Budget 2014/2015

Revenue:

Regional District of Nanaimo	45,000.00
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Total Revenue	\$ 45,000.00
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Expenditures:

Administration	\$ 4,500.00
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Audit	240.00
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Insurance	240.00
-----------	--------

Maintenance	4,770.00
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Office Supplies	200.00
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Payroll	
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Support Worker	6,916.00
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Benefits @ 10%	691.60
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Emp Costs @ 9%	622.40
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Rent Subsidy (275*12*6)	19,800.00
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Hydro Subsidy (60*12*6)	4,320.00
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Cell phone	1,200.00
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Travel/Meetings	1,500.00
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Total Expenditures	\$ 45,000.00
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Canadian Wildlife Service
Pacific Wildlife Research Centre
5421 Robertson Road
Delta, BC V4K 3N2

23 January 2014

Re: Consultation on SARA Listing Process for Terrestrial Species 2013 and 2014

Environment Canada is committed to working with interested parties to ensure the protection of species at risk and their critical habitats and is seeking comments on the potential impacts of amending Schedule 1, the List of Wildlife Species at Risk under the Species at Risk Act (SARA).

On September 24, 2013, the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) submitted 67 assessments of Canadian species at risk to the federal Minister of the Environment. Ministerial Response Statements, posted December 18, 2013 by the Government of Canada, are on the Species at Risk Act (SARA) Public Registry: <http://www.registrelep-sararegistry.gc.ca/default.asp?lang=En&n=F0CDBF0B-1> and initiate the opportunity for public comment regarding the amendments to Schedule 1. Thirty-two of these species at risk (23 terrestrial and 9 aquatic) have had their current Schedule 1 status confirmed and are not included in this consultation process, as no regulatory amendment is required.

In British Columbia, public comments are being sought on the proposed amendments to Schedule 1 for five terrestrial species, whose ranges occur in this region; listed in Table 1 accompanying this letter. You may provide comments to me directly at the address above, or through the instructions found in the document "Consultation on Amending the List of Species under the *Species at Risk Act* -Terrestrial Species: December 2013." This document is available on the SARA Public Registry at: http://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2564.

Detailed information on individual species is included in the COSEWIC status reports, which are available on the SARA Public Registry, as is general information about SARA. Please also see below summaries of recovery planning for species with their status already confirmed, listed in Table 2.

Your comments will be considered and inform the Minister's recommendation to Cabinet. Please provide remarks by **March 23, 2014**. Following the deadline there will also be an opportunity to provide comments during the 30-day public consultation period associated with pre-publication in Canada Gazette Part I. If you have any further questions, please do not hesitate to contact our Species at Risk Coordinator by email at SAR.pyr@ec.gc.ca or by phone at (604) 350-1900.

Yours sincerely,



per Barry Smith
Regional Director
Canadian Wildlife Service
Pacific and Yukon Region

Table 1. Terrestrial species in the Pacific and Yukon Region, Canada, recently assessed by COSEWIC eligible for addition to Schedule 1 or reclassification

Taxon	Species	Scientific Name	Canadian Range
Newly Assessed Species			
Threatened			
Vascular Plants	Silky Beach Pea	<i>Lathyrus littoralis</i>	BC
Arthropods	Island Tiger Moth	<i>Grammia complicate</i>	BC
Birds	Bank Swallow	<i>Riparia riparia</i>	YT NT BC AB SK MB ON QC NB NS PE NL
Special Concern			
Arthropods	Georgia Basin Bog Spider	<i>Gnaphosa snohomish</i>	BC
Molluscs	Haida Gwaii Slug	<i>Staalaa gwaii</i>	BC

Table 2. Terrestrial species in British Columbia, Canada, recently reassessed by COSEWIC (no consultations – species Schedule 1 status confirmed)

Taxon	Species Scientific Name	Recovery Planning Progress
Endangered		
Molluscs	Oregon Forestsnail <i>Allogona townsendiana</i>	BC Recovery Plan (2012). Federal recovery strategy under development.
Amphibians	Western Tiger Salamander (Southern Mountain population) <i>Ambystoma mavortium</i>	BC Recovery Plan (2008). Federal recovery strategy to be developed.
Mammals	American Badger <i>jeffersonii</i> subspecies <i>Taxidea taxus jeffersonii</i>	BC Recovery Strategy (2008). Federal recovery strategy under development.
Threatened		
Arthropods	Dun Skipper <i>vestris</i> subspecies (Western population) <i>Euphyes vestris vestris</i>	BC Recovery Plan (2013 in press). Federal recovery strategy to be developed.
Reptiles	Great Basin Gophersnake <i>deserticola</i> subspecies <i>Pituophis catenifer deserticola</i>	BC Recovery Strategy (2008). Federal recovery strategy to be developed.
Birds	Northern Goshawk <i>laingi</i> subspecies <i>Accipiter gentilis laingi</i>	BC Recovery Plan (2008). Federal recovery strategy under development.
Special Concern		
Molluscs	Warty Jumping-slug <i>Hemphillia glandulosa</i>	BC Management Plan (2012). Federal Management Plan under development.
Amphibians	Western Toad <i>Anaxyrus boreas</i>	BC Recovery Plan under development. Federal Management Plan under development.



RDN CAO'S OFFICE			
CAO	<input checked="" type="checkbox"/>	GM R&P	
GMS&CD		GM T&SW	
GM R&CU		DF	
JAN 28 2014			
DCS		BOARD	<input checked="" type="checkbox"/>
CHAIR		Corresp.	

Mr. Ewin Grieve, Chair
 Comox Valley Regional District
 600 Comox Road
 Courtenay, BC V9N 3P6

January 28, 2014

Dear Chair Greive,

In response to your letter to AVICC President, Mayor Larry Cross dated November 26, 2013, requesting the AVICC host a stand-alone meeting, or pre or post conference session on the matter of solid waste management on Vancouver Island - - the AVICC Executive made and passed a motion at the January 17, 2014 AVICC Executive meeting.

“The AVICC is prepared to facilitate a stand alone meeting on the topic of solid waste management on Vancouver Island through provision of administrative, logistical and some financial assistance to the Comox Valley Regional District, or other AVICC Member(s) who wish to take the lead on organizing this event”.

Once a member organization has self-identified as the lead on this event, they are asked to contact AVICC Executive Coordinator, Shelley Webber to discuss administrative and logistical support requirements for the meeting. The lead organization will be expected to develop the agenda for the meeting, as well as identify and secure any required speakers and/or participants. The AVICC will provide administrative assistance in securing an appropriate meeting venue, coordinate food and beverage services, and negotiate a hotel room block for meeting participants if required.

The AVICC is prepared to provide financial support for the meeting with regards to the following: venue, food and beverage for the meeting – up to a maximum of \$1,000.00.

Sincerely,

Larry Cross, President

Cc Alberni-Clayoquot Regional District
 Capital Regional District
 Cowichan Valley Regional District
 Powell River Regional District
 Regional District of Mount Waddington
 Regional District of Nanaimo
 Strathcona Regional District
 Sunshine Coast Regional District

RDN CAO'S OFFICE			
CAO	<input checked="" type="checkbox"/>	GM R&P	
GMS&CD		GM T&SW	<input checked="" type="checkbox"/>
GM R&CU		DF	
JAN 31 2014			
DCS		BOARD	<input checked="" type="checkbox"/>
CHAIR		Corresp.	

26 January 2014

To Mr. John Ruttan,
Mayor and all Council Members,
455 Wallace Street,
Nanaimo, B.C. V9R 5J

1611 Fawcett Road
Nanaimo BC V9X 1P2

My wife and I have lived in beautiful Cedar-by-the-Sea for over 30 years. After awakening again this morning to the intense, acrid smell of the pulp mill's stack, I felt compelled to write to you.

All who must breath this air have been affected by the inability of the Nanaimo air shed to cope with the single pulp mill stack emissions emanating from Duke Point. In the 1970s, as a young employee of the Pacific Biological Station, rainy southeasters frequently bore down on Nanaimo, and the weather turned nasty. As the pulp mill stack plume blew north into Hammond Bay and Nanaimo area, as our eyes stung and noses watered, the Station staff would remark how awful the air smelled. Thankfully, stack emission regulations changed and the frequency and severity of those events were reduced. As a result, Nanaimo no longer smelled like Sudbury, the largest stack emitter in Canada. As an aside, Sudbury was also known in biological circles as the 'asshole of the earth' due to the defoliation of the large areas surrounding that city due to the effects of stack emissions.

It is my understanding from the media that Nanaimo is currently in the running to be the incinerator capital of BC. Until now, Nanaimo's Mayor and Council, and the RDN (except the Area A Director Mr. A. McPherson) have NOT gone on record to vigorously oppose such an apocryphal plan. By staying on the fence, Victoria's Minister for the Environment could easily make the decision for you, similar to the decision they made to dump contaminated soil in the Shawnigan watershed. Indeed, if the incinerator plan succeeds, we would see mountains of waste barged from the Lower Mainland and continuously burned in a huge incinerator adjacent to the pulp mill. I am sure Nanaimo will receive revenue to compensate, but is it worth even considering it? This air shed is saturated now, and is barely habitable during inversions such as we are experiencing.

If such a mammoth incinerator plan succeeds under your watch, Nanaimo will be dealt a historic blow. What a disgrace it would be for the residents, tourists, ferry riders and cruise ships alike to see the parade of barges and inhale the combined stench from the large incinerator stack and the pulp mill at Duke Point. All would be witness to Nanaimo's transformation to BC's waste orifice capital. Your names would go down in history as the authors of that sorry outcome. Retirees and others would sell and leave Nanaimo due to the inability to cope with their declining health and home values. I know my wife and I would be facing that decision.

Local politicians should lead us away from such a fate, or Nanaimo and the RDN will become another Sudbury and forever be the butt joke of BC for allowing it to happen.



Brian D. Tutty RPBio.

cc. RDN Chair and Area Representatives, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2



RDN REPORT	
CAO APPROVAL	<input checked="" type="checkbox"/>
EAP	<input type="checkbox"/>
COW	<input checked="" type="checkbox"/>
FEB 05 2014	
RHD	<input type="checkbox"/>
BOARD	<input type="checkbox"/>

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 3, 2014

FROM: Wendy Idema
Director of Finance

FILE:

SUBJECT: 2014 to 2018 Financial Plan

PURPOSE:

To present an update on amendments to the 2014 proposed budget and an outline of the proposed 2014 to 2018 financial plan.

BACKGROUND:

2014 Proposed Budget:

The Board reviewed the preliminary 2014 budget on November 26th. Since that time, and in a subsequent Special Committee of the Whole meeting held on January 28th, some additional items were approved by the Board as noted below. As well since November, a number of adjustments have been made based on 2013 actual results which are also listed below. Appendix A shows the breakdown of the revised list of tax requisitions for 2014 and changes since November.

Additions:

Community Parks Electoral Area A	\$ 20,000	Additional funding to service
Electoral Area A Recreation & Culture	\$ 20,000	Additional funding to service
Grants in Aid	\$ 15,000	Nanaimo Regional Rail Trail Partnership
Grants in Aid	\$ 5,000	Nanaimo Hospice Society
Regional Parks Operations	\$ 30,000	Nanaimo Area Land Trust
Southern Restorative Justice / Victim Services	\$ 2,500	Nanaimo RCMP Victim Services
Northern Community Justice	<u>\$ 29,220</u>	Oceanside Community Policing
Total	\$ 121,720	

Adjustments for Other Jurisdictions and Reductions:

Southern Community Recreation Sportsfield and Facilities Agreement	\$ 7,860	Transfer to City of Nanaimo based on 2013 actual results
Northern Community Sportsfield Agreement	(\$ 36,490)	Transfer to Parksville and Qualicum Beach based on 2013 actual results
District 68 E 911 Service	\$ 9,425	Pending final information
District 69 E 911 Service	\$ 20,000	Pending final information
Electoral Area Community and Long Range Planning	(\$ 13,550)	Reduction as a result of legal costs recovery revenue
Legislative Services	(\$ 8,160)	Reduction as result of additional carry forward surplus
Regional Parks Operations	(\$ 9,870)	Reduction as result of additional carry forward surplus
Multiple Utility Services parcel tax adjustments	(\$ 9,780)	Impacts individual water and sewer service areas
Other multiple small adjustments to services	(\$ 21,930)	Reductions as result of additional carry forward surplus
Total Other Changes	(\$ 62,495)	

Final amounts for the two E911 services will be provided in February and any needed changes will be incorporated for the final budget in March. The adjustments above result in overall 2014 property tax revenues of \$42,688,595 versus the provisional total provided in November of \$42,629,370, a net increase of \$59,225.

The current profile of changes to general services property taxes in 2014 are as follows:

New Service Levels	4.2%
Other Jurisdictions	0.6%
Existing Services	<u>1.5%</u>
Year over Year Change	<u>6.3%</u>

The largest components of the 4.2% increase to new service levels are the impacts of switching to CNG buses and the annualization of the 2013 expansion of Transit Services (1.8%) and the impacts of future infrastructure needs at the Wastewater Treatment Plants (1.6%). The remaining increase of 0.9% is spread over multiple services such as Grants in Aid, Regional Parks, and Community Justice Services, as well as the Electoral Areas Service for the additional cost of the election. Appendices B, B-1 and B-2 provide a revised snapshot of member participation in the proposed 2014 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 6.3% in 2014, 4.7% in 2015, 5.6% in 2016, 5.9% in 2017, and 5.9% in 2018 resulting in consolidated tax revenues of \$52.9 million in 2018.

The Regional District's total net taxable value for assessments is \$25,160,267,589 and the total general services requisition is \$35,181,275 resulting in an average cost of \$140 per \$100,000 of assessed value over the entire region. Assuming no change in assessments between now and 2018, this amount will increase to \$169 per \$100,000 – an average increase of \$5.80 per \$100,000 per year. In actuality because RDN taxes vary by where you live and the services you receive, the rates range from \$85 to \$175 per \$100,000 and will increase to a range of \$116 to \$235 in 2018 based on current estimates. These amounts reflect RDN managed general shared services only and exclude municipal services, school taxes, hospital district taxes, utility service parcel taxes and other provincial rural taxes.

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 2014 is estimated at 6.3%. However, referring to Appendices B, B-1, B-2 and B-3 the results vary widely across the municipalities and electoral areas from 0.3% in Electoral Area F to 9.7% in Lantzville. Appendix B-3 shows the impact per \$100,000 of assessed value by area, again with values ranging from a \$12.00 increase on a home assessed at \$300,000 in Electoral Area E to \$44.00 in the City of Parksville.

Other revenue sources in the Regional District include operating revenues such as transit fares (\$4.4 million), landfill tipping fees (\$8.3 million), operating grants (\$6.5 million of which \$6.0 million is from BC Transit), utility user fees for water and sewer (\$4.8 million), interdepartmental recoveries (\$6.4 million) and transfers in from reserve funds for capital projects (\$14.2 million). Total revenues used to fund expenditures for the RDN including taxes, grants, user fees and transfers from reserves are \$104 million.

Operating expenditures across the Regional District total \$70.6 million in 2014 (Total Operating Expenditures exclude Capital, Debt Interest, and Contributions to Reserves). Capital expenditures funded from operations will be approximately \$4.2 million, and capital funded from reserves, grants and borrowing will be \$20.9 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 = \$111.6 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 \$5.8 million in this division largely represents billings to municipal members and the Vancouver Island Regional Library 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 6.0%, -2.2%, 3.4%, 3.0%, and 3.0%. The 6% increase in 2014 reflects the impact of the additional grants in aid approved, as well as the community justice/victim services

changes and the impacts of E911 changes. The -2.2% in 2015 reflects the reversal of the Island Corridor Foundation grant requisition when that is complete.

Excluding the fiscal transfer for municipal debt, the profile of revenue support to Corporate Services for 2014 and 2018 is projected as:

	2014	% of Total	2018	% of Total
Property tax revenues	\$7.6M	54%	\$8.2M	56%
Operating revenues	\$0.2M	1%	\$0.3M	1%
Use of Reserve Funds	\$1.9M	13%	\$0.7M	5%
Long Term Debt	\$0.3M	2%	\$1.0M	7%
Interdepartmental recoveries	\$4.1M	29%	\$4.5M	31%
Grants and other (Capital)	\$0.0M	0%	\$0.0M	0%
Total sources of revenue	\$14.1M		\$14.7M	

Appendix D-2

Corporate Services Administration: The tax requisition for this section is projected to increase 3.0% in 2014 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 \$1,075,135 in 2014. Under this proposed plan the tax requisition will be \$983,556 by 2018 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 Services, 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 infrastructure planning system and implementation of capital module of the new budgeting software that will allow the financial plan to be recorded in a common database easily accessible to all employees. Corporate Services Administration capital also covers ongoing replacement and upgrades of central server computer equipment that is forecast at a range of \$105,000 to \$170,000 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 \$383,125 in 2014 to \$462,953 in 2018.

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. \$193,000 is budgeted to be transferred from Building Inspection Services in 2014 (2015 - \$168,000).

Expenditures for Electoral Areas Administration rise by about \$66,000 every three years which is the approximate cost of running local government elections for Electoral Area Directors. As 2014 is an election year, this amount has been included in the 2014 requisition.

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 2.7%, 3.6%, 4.0%, 4.1%, and 3.3%. The most significant increases in 2014 are for the Economic Development functions to meet the grant funding agreements in place.

The profile of revenue support to Strategic and Community Development Services for 2014 and 2018 is projected as:

	2014	% of Total	2018	% of Total
Property tax revenues	\$2.5M	57%	\$2.9M	62%
Operating revenues	\$1.4M	32%	\$1.5M	32%
Use of Reserve Funds	\$0.3M	7%	\$0.0M	0%
Long Term Debt	\$0.0M	0%	\$0.0M	0%
Interdepartmental recoveries	\$0.2M	4%	\$0.3M	6%
Grants and other (Capital)	\$0.0M	0%	\$0.0M	0%
Total sources of revenue	\$4.4 M		\$4.7M	

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 2014, but it results in a much larger single year impact in future. For example, if the 2014 requisition was reduced to 1%, it in turn creates a need for a 5.0% 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 that reflect an assumption of modest increases pending the completion of the Collective Agreement. There are no new staff positions or other program changes projected up to 2018 at this time.

Appendix E-4

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

Revenue growth in 2013 was better than forecast and there was one large permit for the Nanaimo Water Treatment Plant (\$138,000) resulting in total revenues of \$1.1 million. Staff remain cautious for 2014 in the face of continuing economic uneasiness. Revenues in future years are projected to increase at 2% to 3% per year through 2018 based on general market growth. The department has been able to set aside \$255,000 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 2014 of 2.5% and annual increases of 2.0% over 2014 to 2018. This service has experienced significant increases in prior years in order to maintain legislated programs and to place generators in reception centres in light of lost grant funding.

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 2014 to 2018 financial plan, total property tax revenues for this division are projected to increase by 4.0%, 3.7%, 2.5%, 2.4% and 2.1%.

The profile of revenue support to Recreation and Parks Services for 2014 and 2018 is projected as:

	2014	% of Total	2018	% of Total
Property tax revenues	\$9.8M	65%	\$10.9M	50%
Operating revenues	\$1.6M	10%	\$1.6M	7%
Use of Reserve Funds	\$0.4M	3%	\$2.1M	9%
Long Term Debt	\$0.0M	0%	\$7.4M	34%
Interdepartmental recoveries	\$0.03M	0%	\$0.02M	0%
Grants and other (Capital)	\$3.3M	22%	\$0.0M	0%
Total sources of revenue	\$15.13M		\$22.02M	

Appendix F-2

Ravensong Aquatic Centre: Requisitions are projected to increase 2.0% in 2014 and then stay 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. The largest area of concern for operating costs are the increasing hydro rates.

Major capital improvements were completed over 2010/2011 and therefore only smaller capital upgrades are projected over the next couple of years. Debt servicing costs will begin to decline in 2016 with the final debt for Ravensong complete in 2017. Closer to 2017, a decision will be made regarding an expansion to the pool utilizing the extra funding that will become available at that time. Currently the five-year capital plan includes an allowance for expansion; however, Board and public reviews of possible plans will determine the final outcome. 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 \$450,000 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 \$877,180 up to 2018. Significant items to be replaced over the next five years include hot water boilers (\$145,000), HVAC units (\$75,000), a new Zamboni machine (\$120,000) 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 \$1.6 million annually including the sportsfield sharing noted above (estimated at \$259,000 for 2014 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 4th 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/population based tax which is forecast to increase by 10.5% in 2014 and then by 8.0%, 3.0%, 3.0% and 2.0% over the next few years. 2014 includes an additional \$30,000 grant for the Nanaimo Area Land Trust which makes up 3% of the increase this year. 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 \$13.00 parcel tax levied throughout the RDN which raises approximately \$594,000 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 \$2.6 million in Regionally Significant Gas Tax funding for the E&N Trail project in the Parksville/French Creek/Coombs area; ongoing work at Moorecroft, Horne Lake Park, Benson Creek Falls, and a Nanaimo River Bridge on the Morden Colliery Trail, as well as debt servicing costs related to the Moorecroft Regional Park purchase (\$148,000 annually).

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 specific projects or plans while managing the absorption of current operating surpluses that offset property tax increases. For example in 2014 in both Community Parks and the Recreation and Culture Services for Area A requisitions are up in order to add to reserve funds. As well in Area G Community Parks, there is an increase for Dashwood Hall repairs in 2014.

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.

For 2014, under several of the Community Parks services, \$520,000 has been allocated from Community Works Gas Tax funds to several trail projects in the electoral areas including the North Road Trail in EA B, the Jingle Pot Road Trail, and Extension Miners Bridge and Trail in EA C; the Wembley Road Trail in EA G, and design work for the Morden Colliery Bridge crossing in EA A.

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 7.3%, 8.0%, 7.4%, 9.4%, 9.2% which is a direct reflection of the infrastructure programs underway.

The following table demonstrates the impact of the extensive capital programs underway in this area and the increased need for borrowing by 2018. Approximately \$72 million is expected to be borrowed over the next few years for wastewater and water infrastructure.

The profile of revenue support to Regional and Community Utilities for 2014 and 2018 is projected as:

	2014	% of Total	2018	% of Total
Property tax revenues	\$13.6M	45%	\$18.9M	33%
Operating revenues	\$2.1M	7%	\$1.8M	3%
Use of Reserve Funds	\$9.6M	32%	\$3.4M	6%
Long Term Debt	\$1.2M	4%	\$32.9M	58%
Interdepartmental recoveries	\$0.8M	3%	\$0.1M	0%
Grants and other (Capital)	\$2.6M	9%	\$0.0M	0%
Total sources of revenue	\$29.9M		\$57.1M	

Appendix G-2, G-3

Wastewater Services: The Nanaimo wastewater treatment plant will undergo significant capital improvements over the next five years, beginning in 2014 with the replacement of the land and marine outfall and culminating in completion of an expansion and upgrade to secondary treatment in 2018 as mandated by the Province. The projected cost for these projects is \$80 million. Funding for the capital plan is forecast to be provided by using \$33.7 million from a combination of general reserves and Development Cost Charge collections, \$2 million from Gas Tax funding and the remainder financed by long term debt (\$44.8 million).

The Southern Community plan forecasts annual increases of 8.0%, 9.0%, 10.0%, 15.0 and 15.0%. This level of funding will allow approximately \$1.4 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 increases at 6.0% annually providing room to set aside approximately \$0.5 to \$1.8 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

Nanoose Bay 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, the Town of Qualicum Beach, and the Nanoose Bay peninsula in Electoral Area E. The next stage of developing the water storage and supply system will be cost shared between the City of Parksville and the Nanoose Bulk Water Service area of 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. \$400,000 in Regionally Significant Gas Tax funding has been allocated to this project as well for 2014. The French Creek Bulk Water Service area participates in the Arrowsmith Water Service venture only resulting in a reduced requisition for them in 2014. This resulted in a change to Nanoose Bay's participation in the Englishman River venture to a full 26% share.

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 a 6.3% increase in 2014 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 45% of the total operating revenues reported in the overall Regional District budget. Over the course of 2014 to 2018, total property tax revenues for this division are projected to increase by 8.9%, 6.8%, 8.4%, 7.0% and 7.1%. The tax requisition increases occur under the Transportation Services section, as the Solid Waste Management Service represents only 4% of this area's \$9.1 million tax requisition and is almost entirely supported by landfill tipping fees and garbage and recycling user fees.

The profile of revenue support to Transportation and Solid Waste Management for 2014 and 2018 is projected as:

	2014	% of Total	2018	% of Total
Property tax revenues	\$9.1M	24%	\$12.0M	29%
Operating revenues	\$23.1M	62%	\$26.2M	64%
Use of Reserve Funds	\$2.1M	6%	\$0.9M	2%
Long Term Debt	\$0.0M	0%	\$0.6M	2%
Interdepartmental recoveries	\$1.3M	3%	\$1.3M	3%
Grants and other (Capital)	\$1.9M	5%	\$0.0M	0%
Total sources of revenue	\$37.5M		\$41.0M	

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 impact of the switch to CNG buses, the related infrastructure costs and annual expansions from 2016 on, the timing of the expansions is dependent on partnership funding from BC Transit.

Property taxes supporting public transit will increase by 10.0% in the south and 2.0% in the north in 2014 as a result of the annualization of the 2013 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 are being impacted by capital funding requirements for the CNG conversion and the possible 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 – 10.0%, 7.0%, 9.0%, 7.0%, 7.0%
- Northern Transit – 3.0%, 7.0%, 7.0%, 9.0%, 10.0%

Capital for the transit system is largely related to the CNG project, and 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 may 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 \$355,853.

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 2018 is forecast at a cost of \$12 million. Reserves on hand should cover approximately

\$9.5 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.

Residential Garbage Collection and Recycling: Residential food waste, garbage and recyclables curbside collection is entirely funded by direct billed user fees. The 2014 fee is proposed at \$133.20 (net of prompt payment discount) per household. This is reduced from \$147.75 in 2013 as a result of the new MMBC program funding. 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 drop again in 2015 when the annualized impact of the MMBC agreement is completed. Then they will begin to rise again at approximately 2% per year over 2016 to 2018 to maintain a balanced budget for this service.

ALTERNATIVES:

1. Receive the report on the revised 2014 budget and proposed 2014 to 2018 financial plan, and direct staff to prepare the financial plan bylaw on that basis.
2. Recommend further adjustments to the 2014 budget and/or the 2014 to 2018 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 \$52.9 million dollars by 2018 with much of the increases attributable to capital infrastructure programs. Appendices A and B-1 through B-3 provide additional information on the tax requisitions for individual service areas and the related financial impacts to each participating area in the RDN. 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, the transition to CNG buses and the related infrastructure costs and development of a downtown exchange for transit services.

The capital plans for all departments in the Regional District total upwards of \$184 million over the next five years. 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 \$75 million will be accumulated through property taxes and set aside as reserves and \$9 million will be funded through grants, equivalent to 46% of the total amount required for capital work in the next five years. New borrowing will be required as well for an estimated \$86 million at this time. This assumes no new grant funding from federal or provincial infrastructure programs related to these capital projects; however, all grant

funding programs will be pursued in order to lower the borrowing requirements and related debt servicing costs wherever possible.

Each cycle of five year plans brings more certainty on costs as well as on the specific timing for major projects. Staff believe the 2014 to 2018 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 25, 2014 to meet our statutory deadline.


SUMMARY/CONCLUSIONS:

The 2014 proposed budget has been amended as previously recommended, as well as for the finalization of 2013 operating results. Final adjustments will be made during the month of February as additional information is received.

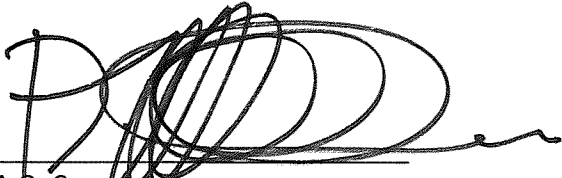
This report has attempted to outline in general terms what will drive the work of the Regional District over the next five years. At this time, staff have no further recommendations with respect to the 2014 budget or the financial plan, and recommend that the plan presented here form the basis for a bylaw adopting the financial plan on March 25, 2014.

RECOMMENDATION:

1. That the Board receive the report on the 2014 budget as amended and the 2014 to 2018 financial plan and direct staff to prepare the financial plan bylaw on that basis.



Report Writer



C.A.O. Conduence

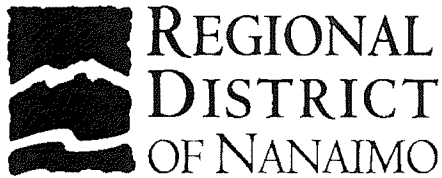


Summary of Tax Revenues/Municipal Participation Agreements

	2013 FINAL Mar 2013	2014 Proposed Nov 2013	2014 Proposed Jan 2014
CORPORATE SERVICES			
Corporate Administration	816,260	848,910	840,747
House Numbering	21,500	21,500	21,500
Electoral Areas Admin/Building Policy & Advice	366,740	385,075	383,125
Lantzville Service Participation Agreement	16,335	17,225	17,723
General Grants In Aid	473,860	533,000	551,072
Southern Restorative Justice/Victim Services	10,000	10,000	12,500
Northern Community Justice	77,505	77,505	106,725
Electoral Area A - Community Policing Office	(2,000)		
	1,780,200	1,893,215	1,933,392
STRATEGIC & COMMUNITY DEVELOPMENT			
Electoral Area Community & Long Range Planning	1,355,340	1,395,999	1,382,447
Regional Growth Strategy	404,940	413,039	413,039
Emergency Planning	248,625	257,327	254,477
Lantzville Service Participation Agreement	20,745	21,486	21,708
District 68 Search & Rescue	40,990	40,990	40,990
Economic Development - Southern Community	137,000	152,000	152,000
Economic Development - Northern Community	40,000	50,000	50,000
Animal Control - Area A, B, C, Lantzville	63,590	66,134	64,862
Animal Control Area E, G, H	81,620	82,437	81,620
Animal Control Area F	21,055	20,000	19,370
Hazardous Properties	7,200	7,416	7,416
Unsanitary Premises	6,585	6,914	6,914
Noise Control	37,502	38,578	37,960
	2,465,192	2,552,320	2,532,803
RECREATION & PARKS			
Ravensong Aquatic Centre	2,439,095	2,487,877	2,487,877
Oceanside Place	1,716,565	1,776,645	1,776,645
Northern Community Recreation	980,675	1,043,901	1,043,901
Gabriola Island Recreation	93,110	96,369	95,903
Area A Recreation & Culture	152,785	157,369	177,369
Port Theatre/Cultural Centre Contribution	79,775	80,675	80,675
Regional Parks - operating	986,940	1,070,830	1,090,960
Regional Parks - capital	862,043	862,043	862,043
Electoral Areas Community Parks	848,110	873,958	892,145
	8,159,098	8,449,667	8,507,518
REGIONAL & COMMUNITY UTILITIES			
Southern Wastewater Treatment	4,673,936	5,047,850	5,047,850
Northern Wastewater Treatment	3,405,549	3,577,195	3,577,195
Liquid Waste Management Planning	152,625	158,730	155,678
Drinking Water Protection	418,247	444,547	444,547
	8,650,357	9,228,322	9,225,270
TRANSPORTATION & SOLID WASTE SERVICES			
Southern Community Transit	7,084,380	7,792,818	7,792,818
Northern Community Transit	883,944	910,462	910,462
D69 Custom Transit (Area H)	12,500	12,500	12,500
Descanso Bay Emergency Wharf	5,685	5,742	5,684
Solid Waste Management & Disposal	348,875	355,853	355,853
	8,335,384	9,077,375	9,077,317
GENERAL TAXATION FOR OTHER JURISDICTIONS			
SD 68 Emergency 911	117,865	119,045	128,470
SD 69 Emergency 911	545,880	567,715	587,715
Southern Community Recreation	1,018,617	1,069,091	1,076,950
Northern Community Sportsfield Agreement	290,115	295,920	259,432
Vancouver Island Regional Library	1,742,969	1,852,409	1,852,408
	3,715,446	3,904,180	3,904,975
GENERAL SERVICES PROPERTY TAX REVENUES			
	33,105,677	35,105,079	35,181,275
	5.8%	6.0%	6.3%
LOCAL SERVICE AREA TAX REVENUES			
Duke Point Wastewater Treatment	190,475	205,713	201,904
Northern Community Wastewater - other benefitting areas	726,571	802,852	802,852
Fire Protection Areas	2,995,863	3,118,435	3,114,740
Streetlighting Service Areas	76,510	78,292	78,889
Stormwater Management	9,450	9,828	9,545
Utility Services	3,036,438	3,309,169	3,299,390
	7,035,307	7,524,289	7,507,320
NET PROPERTY TAX REVENUES/MUNICIPAL SERVICE PARTICIPATION AGREEMENTS			
	40,140,984	42,629,368	42,688,595
	4.9%	6.2%	6.3%

2013 BUDGET

SUMMARY OF PARTICIPATION BY MEMBER



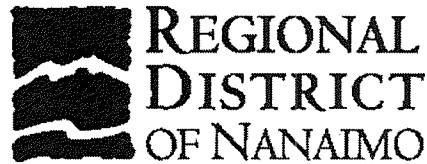
	2013 Final	2014 Proposed	Change from 2013	Changed Service Levels	Other Jurisdictions	Existing Service Levels
City Of Nanaimo	13,832,579	15,039,373	1,206,794 8.7%	1,101,289 8.0%	0 0.0%	105,505 0.8%
General Services Tax cost per \$100,000	\$85.10	\$92.80				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$4.00	\$5.00				
	\$102.10	\$110.80				
	\$6.90	\$8.70				
District of Lantzville	670,337	735,197	64,860 9.7%	16,882 2.5%	27,478 4.1%	20,500 3.1%
General Services Tax cost per \$100,000	\$88.90	\$96.30				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$4.00	\$5.00				
	\$105.90	\$114.30				
	\$6.10	\$8.40				
City Of Parksville	4,220,853	4,565,485	344,632 8.2%	82,216 1.9%	11,961 0.3%	250,455 5.9%
General Services Tax cost per \$100,000	\$159.50	\$173.80				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$7.00	\$8.00				
District 69 Community Justice	\$3.24	\$4.50				
	\$182.74	\$199.30				
	\$13.94	\$16.56				
Town of Qualicum Beach	3,135,402	3,246,341	110,939 3.5%	59,047 1.9%	8,160 0.3%	43,732 1.4%
General Services Tax cost per \$100,000	\$149.10	\$156.60				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$7.00	\$8.00				
District 69 Community Justice	\$3.24	\$4.50				
	\$172.34	\$182.10				
	\$7.74	\$9.76				

**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2013 Final	2014 Proposed	Change from 2013	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area A	1,671,223	1,805,862	134,639 8.1%	20,749 1.2%	46,213 2.8%	67,677 4.0%
General Services Tax cost per \$100,000	\$137.70	\$146.90				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
	\$159.70	\$167.90				
	\$10.40	\$8.20				
Electoral Area B	1,012,271	1,037,350	25,079 2.5%	10,202 1.0%	12,627 1.2%	2,250 0.2%
General Services Tax cost per \$100,000	\$78.20	\$85.00				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
	\$100.20	\$106.00				
	\$5.80	\$5.80				
Electoral Area C	950,937	997,292	46,355 4.9%	11,854 1.2%	22,684 2.4%	11,817 1.2%
General Services Tax cost per \$100,000	\$127.60	\$139.60				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
	\$149.60	\$160.60				
	(\$1.30)	\$11.00				
Electoral Area E	1,996,428	2,064,880	68,452 3.4%	24,181 1.2%	25,243 1.3%	19,028 1.0%
General Services Tax cost per \$100,000	\$106.90	\$110.60				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
Economic Development Northern Community	\$1.67	\$1.67				
District 69 Community Justice	\$3.24	\$4.50				
	\$133.81	\$137.77				
	\$10.79	\$3.96				

**2013 BUDGET
SUMMARY OF PARTICIPATION BY MEMBER**

	2013 Final	2014 Proposed	Change from 2013	Changed Service Levels	Other Jurisdictions	Existing Service Levels
Electoral Area F	1,841,226	1,847,551	6,325 0.3%	15,735 0.9%	8,701 0.5%	(18,111) -1.0%
General Services Tax cost per \$100,000	\$143.10	\$150.00				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
Economic Development Northern Community	\$1.67	\$1.67				
District 69 Community Justice	\$3.24	\$4.50				
	\$170.01	\$177.17				
	\$13.79	\$7.16				
Electoral Area G	2,332,920	2,387,076	54,156 2.3%	40,640 1.7%	14,471 0.6%	(955) 0.0%
General Services Tax cost per \$100,000	\$146.10	\$152.00				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
Economic Development Northern Community	\$1.67	\$1.67				
District 69 Community Justice	\$3.24	\$4.50				
	\$173.01	\$179.17				
	\$11.09	\$6.16				
Electoral Area H	1,441,507	1,454,868	13,361 0.9%	12,333 0.9%	11,992 0.8%	(10,964) -0.8%
General Services Tax cost per \$100,000	\$142.20	\$146.50				
Regional Parcel Taxes						
Regional Parks	\$13.00	\$13.00				
Drinking Water/Watershed Protection	\$9.00	\$8.00				
Economic Development Northern Community	\$1.67	\$1.67				
District 69 Community Justice	\$3.24	\$4.50				
	\$169.11	\$173.67				
	\$11.89	\$4.56				
General Services Tax Revenues	33,105,683	35,181,275				
	5.9%	6.3%				
Local Services Tax Revenues	7,035,301	7,507,320				
Tax Revenues/Municipal Participation Agreements	40,140,984	42,688,595				
	5.1%	6.3%				



**2014
MEMBER SUMMARY
ESTIMATED GENERAL SERVICES PROPERTY TAX CHANGE**

	City of Nanaimo	District of Lantzville	City of Parksville	Town of Qualicum Beach	Area A Cedar 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											
2014	\$ 93	\$ 96	\$ 174	\$ 157	\$ 147	\$ 85	\$ 140	\$ 111	\$ 150	\$ 152	\$ 147
2013	\$ 85	\$ 89	\$ 160	\$ 149	\$ 138	\$ 78	\$ 128	\$ 107	\$ 143	\$ 146	\$ 142
Change per \$100,000	\$ 8	\$ 7	\$ 14	\$ 8	\$ 9	\$ 7	\$ 12	\$ 4	\$ 7	\$ 6	\$ 5
Regional Parcel Taxes											
2014	\$ 18	\$ 18	\$ 25	\$ 25	\$ 21	\$ 21	\$ 21	\$ 27	\$ 27	\$ 27	\$ 27
2013	\$ 17	\$ 17	\$ 23	\$ 23	\$ 22	\$ 22	\$ 22	\$ 27	\$ 27	\$ 27	\$ 27
Change per property	\$ 1	\$ 1	\$ 2	\$ 2	\$ (1)	\$ (1)	\$ (1)	\$ -	\$ -	\$ -	\$ -
Total change at \$100,000	\$ 9	\$ 8	\$ 16	\$ 10	\$ 8	\$ 6	\$ 11	\$ 4	\$ 7	\$ 6	\$ 5
Total change at \$200,000	\$ 17	\$ 15	\$ 30	\$ 18	\$ 17	\$ 13	\$ 23	\$ 8	\$ 14	\$ 12	\$ 10
Total change at \$300,000	\$ 25	\$ 22	\$ 44	\$ 26	\$ 26	\$ 20	\$ 35	\$ 12	\$ 21	\$ 18	\$ 15
Total change at \$400,000	\$ 33	\$ 29	\$ 58	\$ 34	\$ 35	\$ 27	\$ 47	\$ 16	\$ 28	\$ 24	\$ 20

	2013 Budget	2014 Proposed	2015	2016	2017	2018	Total
Operating Revenues		6.3%	4.7%	5.6%	5.9%	5.9%	
Property taxes	(36,059,156)	(38,359,011)	(40,034,452)	(42,341,038)	(44,929,452)	(47,663,085)	(213,327,038)
Parcel taxes	(3,751,262)	(4,027,420)	(4,335,311)	(4,527,235)	(4,738,895)	(4,942,807)	(22,571,668)
Municipal agreements	(330,566)	(302,164)	(306,078)	(312,726)	(317,251)	(323,865)	(1,562,084)
	(40,140,984)	(42,688,595)	(44,675,841)	(47,180,999)	(49,985,598)	(52,929,757)	(237,460,790)
Operations	(2,328,459)	(2,442,435)	(2,798,129)	(2,830,954)	(2,866,753)	(2,888,374)	(13,826,645)
Interest income	(150,000)	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(625,000)
Transit fares	(4,254,765)	(4,366,943)	(4,410,613)	(4,538,213)	(4,667,092)	(4,806,866)	(22,789,727)
Landfill tipping fees	(7,885,000)	(8,285,750)	(8,534,323)	(8,961,039)	(9,229,870)	(9,506,766)	(44,517,748)
Recreation fees	(400,690)	(435,020)	(449,134)	(462,606)	(476,487)	(487,277)	(2,310,524)
Recreation facility rentals	(538,245)	(540,345)	(556,555)	(573,252)	(590,450)	(608,163)	(2,868,765)
Recreation vending sales	(11,700)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(47,500)
Recreation concession	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation other	(388,060)	(385,410)	(396,972)	(408,882)	(421,148)	(433,783)	(2,046,195)
Utility user fees	(5,085,265)	(4,748,477)	(4,603,489)	(4,696,200)	(4,800,808)	(4,908,711)	(23,757,685)
Operating grants	(6,097,405)	(6,530,205)	(6,127,256)	(6,418,275)	(6,712,204)	(7,060,819)	(32,848,759)
Planning grants	(114,000)	(7,100)					(7,100)
Grants in lieu of taxes	(144,145)	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(748,225)
Interdepartmental recoveries	(6,201,568)	(6,425,414)	(6,441,746)	(6,584,608)	(5,994,202)	(6,166,788)	(31,612,758)
Miscellaneous	(4,468,041)	(5,833,209)	(5,827,097)	(5,707,212)	(5,706,200)	(5,677,297)	(28,751,015)
Total Operating Revenues	(78,212,327)	(83,002,048)	(85,134,300)	(88,650,385)	(91,713,957)	(95,737,746)	(444,238,436)
Operating Expenditures							
Administration	3,996,335	4,105,520	4,158,045	4,169,541	4,178,990	4,188,510	20,800,606
Community grants	517,916	1,001,998	52,139	52,139	52,139	52,139	1,210,554
Legislative	412,345	492,385	422,038	408,302	495,878	425,566	2,244,169
Professional fees	2,431,159	2,865,021	2,230,463	2,168,493	2,199,211	2,181,040	11,644,228
Building ops	2,914,463	3,051,328	3,092,079	3,138,809	3,184,649	3,227,679	15,694,544
Veh & Equip ops	7,504,324	7,862,991	7,948,556	8,089,607	8,240,802	8,395,225	40,537,181
Operating costs	15,314,288	16,011,238	16,150,108	17,624,053	19,563,984	21,846,520	91,195,903
Program costs	639,693	734,904	626,854	634,956	643,202	651,597	3,291,513
Wages & benefits	27,329,345	28,231,414	28,656,285	29,187,091	29,770,822	30,306,690	146,152,302
Transfer to other gov/org	5,898,225	6,274,538	6,281,897	6,446,626	6,606,755	6,769,538	32,379,354
Contributions to reserve funds	5,356,933	4,765,532	5,042,440	6,046,483	6,061,420	4,723,202	26,639,077
Debt interest	3,755,276	4,462,246	4,366,003	4,051,408	3,992,687	3,962,119	20,834,463
Total Operating Expenditures	76,070,302	79,859,115	79,026,907	82,017,508	84,990,539	86,729,825	412,623,894
Operating (surplus)/deficit	(2,142,025)	(3,142,933)	(6,107,393)	(6,632,877)	(6,723,418)	(9,007,921)	(31,614,542)
Capital Asset Expenditures							
Capital expenditures	19,360,572	27,688,456	29,382,660	33,942,720	42,353,930	50,638,600	184,006,366
Transfer from reserves	(14,200,121)	(14,176,617)	(19,645,214)	(19,479,666)	(14,923,365)	(7,137,265)	(75,362,127)
Grants and other	(870,637)	(7,790,311)	(770,000)	(392,450)			(8,952,761)
New borrowing	(1,245,000)	(1,535,800)	(5,658,565)	(11,426,010)	(25,588,914)	(41,830,814)	(86,040,103)
Net Capital Assets funded from Operations	3,044,814	4,185,728	3,308,881	2,644,594	1,841,651	1,670,521	13,651,375
Capital Financing Charges							
Existing debt (principal)	3,833,495	4,064,596	4,059,585	3,855,407	3,147,727	3,148,879	18,276,194
New debt (principal & interest)			265,318	751,550	1,972,888	4,237,090	7,226,846
Total Capital Financing Charges	3,833,495	4,064,596	4,324,903	4,606,957	5,120,615	7,385,969	25,503,040
Net (surplus)/deficit for the year	4,736,284	5,107,391	1,526,391	618,674	238,848	48,569	7,539,873
Add: Prior year (surplus) / deficit	(9,265,070)	(9,894,672)	(4,787,281)	(3,260,890)	(2,642,216)	(2,403,368)	(22,988,427)
(Surplus) applied to future years	(4,528,786)	(4,787,281)	(3,260,890)	(2,642,216)	(2,403,368)	(2,354,799)	(15,448,554)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		6.0%	(2.2%)	3.4%	3.0%	3.0%	
Property taxes	(6,933,665)	(7,336,807)	(7,167,923)	(7,418,702)	(7,645,634)	(7,879,862)	(37,448,928)
Parcel taxes	(232,777)	(262,195)	(262,197)	(262,197)	(262,197)	(262,197)	(1,310,983)
Municipal agreements	(16,335)	(17,723)	(18,609)	(19,540)	(20,907)	(21,744)	(98,523)
	(7,182,777)	(7,616,725)	(7,448,729)	(7,700,439)	(7,928,738)	(8,163,803)	(38,858,434)
Operations	(31,765)	(22,283)	(18,680)	(18,680)	(18,680)	(18,680)	(97,003)
Interest income	(150,000)	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(625,000)
Operating grants	(86,000)	(86,000)	(18,000)	(18,000)	(18,000)	(18,000)	(158,000)
Planning grants	(113,500)						
Grants in lieu of taxes	(57,590)	(63,090)	(63,090)	(63,090)	(63,090)	(63,090)	(315,450)
Interdepartmental recoveries	(4,065,738)	(4,101,425)	(4,128,444)	(4,264,722)	(4,365,175)	(4,530,897)	(21,390,663)
Miscellaneous	(4,268,795)	(5,764,964)	(5,764,002)	(5,644,117)	(5,643,105)	(5,614,202)	(28,430,390)
Total Operating Revenues	(15,956,165)	(17,804,487)	(17,590,945)	(17,834,048)	(18,136,788)	(18,508,672)	(89,874,940)
Operating Expenditures							
Administration	258,094	264,348	264,869	264,635	264,640	264,645	1,323,137
Community grants	517,916	1,001,998	52,139	52,139	52,139	52,139	1,210,554
Legislative	411,145	490,785	420,438	406,702	494,278	423,966	2,236,169
Professional fees	387,700	362,860	220,860	220,860	233,360	210,860	1,248,800
Building ops	433,753	488,694	493,977	502,677	508,126	509,926	2,503,400
Veh & Equip ops	431,272	392,639	340,216	331,506	334,879	338,640	1,737,880
Operating costs	1,044,744	1,077,187	1,067,041	1,104,748	1,092,893	1,125,839	5,467,708
Program costs	9,000	1,000	1,000	1,000	1,000	1,000	5,000
Wages & benefits	3,525,581	3,642,678	3,682,817	3,749,109	3,824,090	3,892,925	18,791,619
Transfer to other gov/org	3,990,401	4,335,998	4,493,140	4,607,730	4,719,495	4,843,378	22,999,741
Contributions to reserve funds	669,814	585,228	566,864	481,175	472,561	466,318	2,572,146
Debt interest	2,608,080	3,449,558	3,392,291	3,327,980	3,325,910	3,295,887	16,791,626
Total Operating Expenditures	14,287,500	16,092,973	14,995,652	15,050,261	15,323,371	15,425,523	76,887,780
Operating (surplus)/deficit	(1,668,665)	(1,711,514)	(2,595,293)	(2,783,787)	(2,813,417)	(3,083,149)	(12,987,160)
Capital Asset Expenditures							
Capital expenditures	1,466,500	2,016,725	2,418,000	995,250	1,940,000	1,844,950	9,214,925
Transfer from reserves	(627,500)	(1,849,000)	(709,050)	(818,452)	(590,000)	(730,000)	(4,696,502)
New borrowing	(550,000)	(330,000)	(1,535,950)	(16,548)	(1,200,000)	(950,000)	(4,032,498)
Net Capital Assets funded from Operations	289,000	(162,275)	173,000	160,250	150,000	164,950	485,925
Capital Financing Charges							
Existing debt (principal)	2,004,385	2,658,711	2,659,681	2,579,359	2,580,381	2,581,429	13,059,561
New debt (principal & interest)			90,075	174,075	178,636	278,934	721,720
Total Capital Financing Charges	2,004,385	2,658,711	2,749,756	2,753,434	2,759,017	2,860,363	13,781,281
Net (surplus)/deficit for the year	624,720	784,922	327,463	129,897	95,600	(57,836)	1,280,046
Add: Prior year (surplus) / deficit	(1,383,289)	(1,582,370)	(797,448)	(469,985)	(340,088)	(244,488)	(3,434,379)
(Surplus) applied to future years	(758,569)	(797,448)	(469,985)	(340,088)	(244,488)	(302,324)	(2,154,333)

	2014	2014	2015	2015	2016	2016	2017	2017	2018	2018
	\$	%	\$	%	\$	%	\$	%	\$	%
Administration										
0100 ADMINISTRATION - REVENUES	(840,747)	3.0%	(874,377)	4.0%	(909,352)	4.0%	(945,726)	4.0%	(983,556)	4.0%
0198 GRANTS IN AID	(551,072)	16.3%	(81,072)	(85.3%)	(81,072)		(81,072)		(81,072)	
	(\$1,391,819)		(\$955,449)		(\$990,424)		(\$1,026,798)		(\$1,064,628)	
Electoral Area Administration										
1500 ELECTORAL AREA ADMINISTRATION	(400,848)	4.6%	(420,891)	5.0%	(441,936)	5.0%	(468,486)	6.0%	(484,697)	3.5%
Electoral Area Administration	(\$400,848)		(\$420,891)		(\$441,936)		(\$468,486)		(\$484,697)	
Public Safety										
0197 D68 RESTORATIVE JUSTICE/VICTIM SVCS	(12,500)	25.0%	(12,500)		(12,500)		(12,500)		(12,500)	
0199 D69 COMMUNITY JUSTICE	(106,725)	37.7%	(106,765)		(106,800)		(106,800)		(106,800)	
0800 EMERGENCY 9-1-1 - D68	(128,470)	9.0%	(131,682)	2.5%	(134,315)	2.0%	(137,002)	2.0%	(139,742)	2.0%
0900 EMERGENCY 9-1-1 - D69	(587,715)	7.7%	(625,916)	6.5%	(664,373)	6.1%	(686,202)	3.3%	(704,888)	2.7%
	(\$835,410)		(\$876,863)		(\$917,988)		(\$942,504)		(\$963,930)	
Fire Protection										
2018 FIRE PROTECTION - MEADOWOOD	(139,355)	10.8%	(139,357)		(139,357)		(139,357)		(139,357)	
2019 FIRE PROTECTION - NANAIMO RIVER	(17,795)		(17,789)		(17,795)		(17,795)		(17,795)	
2020 FIRE PROTECTION - COOMBS HILLIERS	(361,837)	2.5%	(370,883)	2.5%	(378,301)	2.0%	(385,867)	2.0%	(397,443)	3.0%
2021 FIRE PROTECTION - ERRINGTON	(331,100)	6.0%	(353,971)	6.9%	(368,121)	4.0%	(382,838)	4.0%	(398,143)	4.0%
2022 FIRE PROTECTION - FRENCH CREEK	(417,198)	2.0%	(425,542)	2.0%	(434,053)	2.0%	(442,734)	2.0%	(456,016)	3.0%
2023 FIRE PROTECTION - NANOOSE BAY	(592,990)		(604,850)	2.0%	(616,947)	2.0%	(629,286)	2.0%	(641,871)	2.0%
2024 FIRE PROT & ST LIGHTING - WELLINGTON	(61,200)		(62,424)	2.0%	(64,297)	3.0%	(66,226)	3.0%	(68,212)	3.0%
2025 FIRE PROTECTION - CASSIDY WATERLOO	(191,855)		(191,855)		(191,855)		(191,855)		(191,855)	
2026 FIRE PROTECTION - DASHWOOD	(475,110)	14.4%	(546,379)	15.0%	(562,877)	3.0%	(579,763)	3.0%	(597,189)	3.0%
2027 FIRE PROTECTION - EXTENSION	(143,295)	0.1%	(151,828)	6.0%	(157,901)	4.0%	(164,217)	4.0%	(172,427)	5.0%
2028 FIRE PROTECTION - PARKSVILLE LOCAL	(96,094)	(4.0%)	(94,172)	(2.0%)	(94,172)		(94,172)		(95,114)	1.0%
2029 FIRE PROTECTION - BOW HORN BAY	(286,911)	5.0%	(306,995)	7.0%	(337,694)	10.0%	(351,163)	4.0%	(368,723)	5.0%
	(\$3,114,740)		(\$3,266,045)		(\$3,363,370)		(\$3,445,273)		(\$3,544,145)	
Regional Library										
1300 VI REGIONAL LIBRARY	(1,852,408)	6.3%	(1,907,981)	3.0%	(1,965,221)	3.0%	(2,024,177)	3.0%	(2,084,903)	3.0%
	(\$1,852,408)		(\$1,907,981)		(\$1,965,221)		(\$2,024,177)		(\$2,084,903)	
House Numbering										
4300 HOUSE NUMBERING	(21,500)		(21,500)		(21,500)		(21,500)		(21,500)	
	(\$21,500)		(\$21,500)		(\$21,500)		(\$21,500)		(\$21,500)	
Total CORPORATE SERVICES	(7,837,858)	9.1%	(7,680,919)	(2.0%)	(7,944,239)	3.4%	(8,189,181)	3.1%	(8,434,664)	3.0%

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		3.0%	4.0%	4.0%	4.0%	4.0%	
Property taxes	(816,260)	(840,747)	(874,377)	(909,352)	(945,726)	(983,556)	(4,553,758)
	(816,260)	(840,747)	(874,377)	(909,352)	(945,726)	(983,556)	(4,553,758)
Operations	(17,800)	(18,680)	(18,680)	(18,680)	(18,680)	(18,680)	(93,400)
Interest income	(150,000)	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(625,000)
Grants in lieu of taxes	(48,000)	(48,000)	(48,000)	(48,000)	(48,000)	(48,000)	(240,000)
Interdepartmental recoveries	(3,839,988)	(3,908,425)	(3,960,444)	(4,096,722)	(4,182,175)	(4,364,897)	(20,512,663)
Miscellaneous	(102,470)	(102,470)	(102,470)	(102,470)	(102,470)	(102,470)	(512,350)
Total Operating Revenues	(4,974,518)	(5,068,322)	(5,153,971)	(5,300,224)	(5,397,051)	(5,617,603)	(26,537,171)
Operating Expenditures							
Administration	122,669	130,709	130,709	130,709	130,709	130,709	653,545
Legislative	283,405	294,030	294,030	294,030	294,030	294,030	1,470,150
Professional fees	240,950	300,410	188,410	188,410	200,910	178,410	1,056,550
Building ops	327,243	362,634	366,260	373,585	377,321	377,321	1,857,121
Veh & Equip ops	161,655	160,074	160,074	160,074	160,074	160,074	800,370
Operating costs	499,609	523,925	504,166	534,206	514,547	539,547	2,616,391
Program costs	1,000	1,000	1,000	1,000	1,000	1,000	5,000
Wages & benefits	3,320,921	3,434,455	3,471,472	3,533,959	3,604,637	3,669,522	17,714,045
Contributions to reserve funds	136,355	136,355	106,355	36,355	6,355	56,355	341,775
Total Operating Expenditures	5,093,807	5,343,592	5,222,476	5,252,328	5,289,583	5,406,968	26,514,947
Operating (surplus)/deficit	119,289	275,270	68,505	(47,896)	(107,468)	(210,635)	(22,224)
Capital Asset Expenditures							
Capital expenditures	427,500	399,950	406,500	513,500	639,000	192,500	2,151,450
Transfer from reserves	(185,000)	(175,000)	(250,000)	(360,000)	(490,000)	(30,000)	(1,305,000)
Net Capital Assets funded from Operations	242,500	224,950	156,500	153,500	149,000	162,500	846,450
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	361,789	500,220	225,005	105,604	41,532	(48,135)	824,226
Add: Prior year (surplus) / deficit	(784,398)	(957,061)	(456,841)	(231,836)	(126,232)	(84,700)	(1,856,670)
(Surplus) applied to future years	(422,609)	(456,841)	(231,836)	(126,232)	(84,700)	(132,835)	(1,032,444)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		4.6%	5.0%	5.0%	6.0%	3.5%	
Property taxes	(366,740)	(383,125)	(402,282)	(422,396)	(447,579)	(462,953)	(2,118,335)
Municipal agreements	(16,335)	(17,723)	(18,609)	(19,540)	(20,907)	(21,744)	(98,523)
	(383,075)	(400,848)	(420,891)	(441,936)	(468,486)	(484,697)	(2,216,858)
Operating grants	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(18,000)	(90,000)
Grants in lieu of taxes		(2,500)	(2,500)	(2,500)	(2,500)	(2,500)	(12,500)
Interdepartmental recoveries	(213,250)	(193,000)	(168,000)	(168,000)	(183,000)	(166,000)	(878,000)
Total Operating Revenues	(614,325)	(614,348)	(609,391)	(630,436)	(671,986)	(671,197)	(3,197,358)
Operating Expenditures							
Administration	51,820	49,735	49,735	49,735	49,735	49,735	248,675
Legislative	127,740	196,755	126,408	112,672	200,248	129,936	766,019
Professional fees	9,500	30,200	30,200	30,200	30,200	30,200	151,000
Building ops	22,010	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	172,513	178,838	181,991	185,207	188,487	191,833	926,356
Program costs	8,000						
Wages & benefits	204,660	208,223	211,345	215,150	219,453	223,403	1,077,574
Contributions to reserve funds	1,195	1,195	7,000	7,000	5,000	5,000	25,195
Total Operating Expenditures	602,978	692,496	634,229	627,514	720,673	657,657	3,332,569
Operating (surplus)/deficit	(11,347)	78,148	24,838	(2,922)	48,687	(13,540)	135,211
Capital Asset Expenditures							
Capital expenditures	2,500	16,775	16,500	6,750	1,000	2,450	43,475
Net Capital Assets funded from Operations	2,500	16,775	16,500	6,750	1,000	2,450	43,475
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	(8,847)	94,923	41,338	3,828	49,687	(11,090)	178,686
Add: Prior year (surplus) / deficit	(95,974)	(199,454)	(104,531)	(63,193)	(59,365)	(9,678)	(436,221)
(Surplus) applied to future years	(104,821)	(104,531)	(63,193)	(59,365)	(9,678)	(20,768)	(257,535)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.7%	3.6%	4.0%	4.1%	3.3%	
Property taxes	(2,420,126)	(2,481,606)	(2,571,909)	(2,676,007)	(2,788,332)	(2,880,477)	(13,398,331)
Parcel taxes	(20,950)	(26,188)	(26,188)	(26,188)	(26,188)	(26,188)	(130,940)
Municipal agreements	(24,116)	(25,009)	(25,443)	(25,919)	(26,404)	(26,783)	(129,558)
	(2,465,192)	(2,532,803)	(2,623,540)	(2,728,114)	(2,840,924)	(2,933,448)	(13,658,829)
Operations	(1,108,115)	(1,135,581)	(1,096,519)	(1,127,876)	(1,149,442)	(1,181,947)	(5,691,365)
Operating grants	(44,200)	(30,000)					(30,000)
Planning grants	(500)						
Grants in lieu of taxes	(135)	(135)	(135)	(135)	(135)	(135)	(675)
Interdepartmental recoveries	(238,957)	(243,141)	(247,904)	(254,488)	(259,479)	(266,343)	(1,271,355)
Miscellaneous	(500)	(500)	(500)	(500)	(500)	(500)	(2,500)
Total Operating Revenues	(3,857,599)	(3,942,160)	(3,968,598)	(4,111,113)	(4,250,480)	(4,382,373)	(20,654,724)
Operating Expenditures							
Administration	427,740	416,443	418,976	421,534	424,117	426,727	2,107,797
Professional fees	172,435	213,435	171,674	167,517	168,478	175,478	896,582
Building ops	70,513	71,213	71,213	71,213	71,213	71,213	356,065
Veh & Equip ops	79,855	87,624	88,177	88,741	89,316	89,715	443,573
Operating costs	763,017	724,207	722,604	731,280	774,972	747,331	3,700,394
Program costs	124,857	158,273	67,650	67,650	67,650	67,650	428,873
Wages & benefits	2,367,469	2,385,757	2,421,539	2,465,120	2,514,415	2,559,670	12,346,501
Transfer to other gov/org	365,300	366,300	192,800	205,800	218,800	218,800	1,202,500
Contributions to reserve funds	112,490	140,490	41,586	45,055	26,055	31,035	284,221
Total Operating Expenditures	4,483,676	4,563,742	4,196,219	4,263,910	4,355,016	4,387,619	21,766,506
Operating (surplus)/deficit	626,077	621,582	227,621	152,797	104,536	5,246	1,111,782
Capital Asset Expenditures							
Capital expenditures	31,940	77,975	110,200	47,300	6,750	49,000	291,225
Transfer from reserves		(253,500)	(81,000)	(30,000)		(30,000)	(394,500)
Grants and other	(2,190)						
Net Capital Assets funded from Operations	29,750	(175,525)	29,200	17,300	6,750	19,000	(103,275)
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	655,827	446,057	256,821	170,097	111,286	24,246	1,008,507
Add: Prior year (surplus) / deficit	(1,356,101)	(1,184,742)	(738,685)	(481,864)	(311,767)	(200,481)	(2,917,539)
(Surplus) applied to future years	(700,274)	(738,685)	(481,864)	(311,767)	(200,481)	(176,235)	(1,909,032)

**STRATEGIC & COMMUNITY DEVELOPMENT
SUMMARY OF TAX REQUISITIONS
2014 to 2018**

	2014		2015		2016		2017		2018	
	\$	%	\$	%	\$	%	\$	%	\$	%
EA Community Planning										
0200 PLANNING- CURRENT PLANNING	(1,382,447)	2.0%	(1,437,745)	4.0%	(1,502,443)	4.5%	(1,570,053)	4.5%	(1,632,855)	4.0%
	(\$1,382,447)		(\$1,437,745)		(\$1,502,443)		(\$1,570,053)		(\$1,632,855)	
Economic Development South										
0203 ECONOMIC DEV - SOUTHERN COMMUNITY	(152,000)	10.9%	(164,000)	7.9%	(177,000)	7.9%	(190,000)	7.3%	(190,000)	
	(\$152,000)		(\$164,000)		(\$177,000)		(\$190,000)		(\$190,000)	
Economic Development North										
0204 ECONOMIC DEV - NORTHERN COMMUNITY	(50,000)	25.0%	(50,000)		(50,000)		(50,000)		(50,000)	
	(\$50,000)		(\$50,000)		(\$50,000)		(\$50,000)		(\$50,000)	
Regional Growth Strategy										
0400 REGIONAL GROWTH STRATEGY	(413,039)	2.0%	(429,561)	4.0%	(446,743)	4.0%	(469,080)	5.0%	(487,844)	4.0%
	(\$413,039)		(\$429,561)		(\$446,743)		(\$469,080)		(\$487,844)	
Emergency Planning										
1900 EMERGENCY PLANNING	(276,185)	2.5%	(281,709)	2.0%	(287,343)	2.0%	(293,090)	2.0%	(298,836)	2.0%
	(\$276,185)		(\$281,709)		(\$287,343)		(\$293,090)		(\$298,836)	
D68 Search & Rescue										
1901 D68 SEARCH AND RESCUE CONTRIBUTION SRVCE	(40,990)		(40,990)		(41,063)	0.2%	(41,165)	0.2%	(41,165)	
	(\$40,990)		(\$40,990)		(\$41,063)		(\$41,165)		(\$41,165)	
Bylaw Enforcement										
2060 NOISE CONTROL - AREA A	(6,178)	8.0%	(6,610)	7.0%	(6,974)	5.5%	(7,288)	4.5%	(7,579)	4.0%
2061 NOISE CONTROL - AREA B	(8,661)		(8,661)		(8,661)		(8,661)		(8,661)	
2062 NOISE CONTROL - AREA C	(7,141)		(7,141)		(7,212)	1.0%	(7,284)	1.0%	(7,357)	1.0%
2064 NOISE CONTROL - AREA E	(7,570)		(7,570)		(7,570)		(7,570)		(7,570)	
2066 NOISE CONTROL - AREA G	(8,410)		(8,494)	1.0%	(8,579)	1.0%	(8,665)	1.0%	(8,751)	1.0%
2068 UNSIGHTLY PREMISES	(6,914)	5.0%	(7,121)	3.0%	(7,406)	4.0%	(7,777)	5.0%	(8,165)	5.0%
2069 HAZARDOUS PROPERTIES	(7,416)	3.0%	(7,564)	2.0%	(7,791)	3.0%	(7,947)	2.0%	(8,185)	3.0%
2070 ANIMAL CONTROL-AREA F B/L940.2	(19,370)	(8.0%)	(18,595)	(4.0%)	(18,595)		(18,595)		(18,967)	2.0%
2071 ANIMAL CONTROL-A,B,C,LANTZVILLE B/L1065	(64,862)	2.0%	(66,159)	2.0%	(67,482)	2.0%	(68,832)	2.0%	(70,897)	3.0%
2072 ANIMAL CONTROL- E,G,H	(81,620)		(81,620)		(83,252)	2.0%	(84,917)	2.0%	(86,616)	2.0%
	(\$218,142)		(\$219,535)		(\$223,522)		(\$227,536)		(\$232,748)	
Total STRATEGIC & COMMUNITY DEVELOPMENT	(2,532,803)	2.7%	(2,623,540)	3.6%	(2,728,114)	4.0%	(2,840,924)	4.1%	(2,933,448)	3.3%

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.0%	4.0%	4.5%	4.5%	4.0%	
Property taxes	(1,355,340)	(1,382,447)	(1,437,745)	(1,502,443)	(1,570,053)	(1,632,855)	(7,525,543)
	(1,355,340)	(1,382,447)	(1,437,745)	(1,502,443)	(1,570,053)	(1,632,855)	(7,525,543)
Operations	(81,300)	(78,400)	(79,576)	(80,770)	(81,577)	(82,393)	(402,716)
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	(1,442,140)	(1,466,347)	(1,522,821)	(1,588,713)	(1,657,130)	(1,720,748)	(7,955,759)
Operating Expenditures							
Administration	310,440	305,577	308,110	310,668	313,251	315,861	1,553,467
Professional fees	91,000	98,000	91,000	81,000	81,000	81,000	432,000
Building ops	37,313	37,313	37,313	37,313	37,313	37,313	186,565
Veh & Equip ops	32,850	36,274	36,274	36,274	36,274	36,274	181,370
Operating costs	171,208	174,440	176,184	177,946	179,511	181,092	889,173
Wages & benefits	963,253	976,347	990,992	1,008,830	1,029,007	1,047,530	5,052,706
Contributions to reserve funds	21,125	31,125	1,125	1,125	1,125	1,125	35,625
Total Operating Expenditures	1,627,189	1,659,076	1,640,998	1,653,156	1,677,481	1,700,195	8,330,906
Operating (surplus)/deficit	185,049	192,729	118,177	64,443	20,351	(20,553)	375,147
Capital Asset Expenditures							
Capital expenditures	20,650	4,400	7,700	9,300	4,500	14,500	40,400
Net Capital Assets funded from Operations	20,650	4,400	7,700	9,300	4,500	14,500	40,400
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	205,699	197,129	125,877	73,743	24,851	(6,053)	415,547
Add: Prior year (surplus) / deficit	(479,895)	(428,899)	(231,770)	(105,893)	(32,150)	(7,299)	(806,011)
(Surplus) applied to future years	(274,196)	(231,770)	(105,893)	(32,150)	(7,299)	(13,352)	(390,464)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.0%	4.0%	4.0%	5.0%	4.0%	
Property taxes	(404,940)	(413,039)	(429,561)	(446,743)	(469,080)	(487,844)	(2,246,267)
	(404,940)	(413,039)	(429,561)	(446,743)	(469,080)	(487,844)	(2,246,267)
Total Operating Revenues	(404,940)	(413,039)	(429,561)	(446,743)	(469,080)	(487,844)	(2,246,267)
Operating Expenditures							
Administration	37,680	31,340	31,340	31,340	31,340	31,340	156,700
Professional fees	37,500	72,500	32,500	32,500	32,500	32,500	202,500
Building ops	4,900	4,900	4,900	4,900	4,900	4,900	24,500
Veh & Equip ops	5,915	6,960	6,960	6,960	6,960	6,960	34,800
Operating costs	109,550	99,200	99,200	99,200	99,200	99,200	496,000
Wages & benefits	299,825	306,145	310,737	316,330	322,657	328,465	1,584,334
Contributions to reserve funds	26,250	750	5,750	5,750	5,750	750	18,750
Total Operating Expenditures	521,620	521,795	491,387	496,980	503,307	504,115	2,517,584
Operating (surplus)/deficit	116,680	108,756	61,826	50,237	34,227	16,271	271,317
Capital Asset Expenditures							
Capital expenditures		500	5,000	1,250	1,250		8,000
Transfer from reserves		(25,500)					(25,500)
Net Capital Assets funded from Operations		(25,000)	5,000	1,250	1,250		(17,500)
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	116,680	83,756	66,826	51,487	35,477	16,271	253,817
Add: Prior year (surplus) / deficit	(270,538)	(248,773)	(165,017)	(98,191)	(46,704)	(11,227)	(569,912)
(Surplus) applied to future years	(153,858)	(165,017)	(98,191)	(46,704)	(11,227)	5,044	(316,095)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues							
Operations	(976,000)	(981,000)	(1,000,620)	(1,030,639)	(1,051,251)	(1,082,789)	(5,146,299)
Operating grants	(14,200)						
Total Operating Revenues	(990,200)	(981,000)	(1,000,620)	(1,030,639)	(1,051,251)	(1,082,789)	(5,146,299)
Operating Expenditures							
Administration	29,760	31,180	31,180	31,180	31,180	31,180	155,900
Professional fees	500	500	500	500	500	500	2,500
Veh & Equip ops	18,800	18,800	19,176	19,560	19,951	20,350	97,837
Operating costs	233,550	196,579	193,545	195,481	192,435	197,360	975,400
Program costs	20,000	20,000	20,000	20,000	20,000	20,000	100,000
Wages & benefits	773,252	766,736	778,237	792,245	808,090	822,636	3,967,944
Contributions to reserve funds	22,500	62,500	6,250	6,250	6,250	6,250	87,500
Total Operating Expenditures	1,098,362	1,096,295	1,048,888	1,065,216	1,078,406	1,098,276	5,387,081
Operating (surplus)/deficit	108,162	115,295	48,268	34,577	27,155	15,487	240,782
Capital Asset Expenditures							
Capital expenditures	1,250	15,950	16,500	6,750	1,000	2,000	42,200
Transfer from reserves			(12,000)				(12,000)
Net Capital Assets funded from Operations	1,250	15,950	4,500	6,750	1,000	2,000	30,200
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	109,412	131,245	52,768	41,327	28,155	17,487	270,982
Add: Prior year (surplus) / deficit	(335,630)	(414,062)	(282,817)	(230,049)	(188,722)	(160,567)	(1,276,217)
(Surplus) applied to future years	(226,218)	(282,817)	(230,049)	(188,722)	(160,567)	(143,080)	(1,005,235)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.5%	2.0%	2.0%	2.0%	2.0%	
Property taxes	(248,625)	(254,477)	(259,567)	(264,758)	(270,053)	(275,454)	(1,324,309)
Municipal agreements	(20,745)	(21,708)	(22,142)	(22,585)	(23,037)	(23,382)	(112,854)
	(269,370)	(276,185)	(281,709)	(287,343)	(293,090)	(298,836)	(1,437,163)
Operating grants	(30,000)	(30,000)					(30,000)
Total Operating Revenues	(299,370)	(306,185)	(281,709)	(287,343)	(293,090)	(298,836)	(1,467,163)
Operating Expenditures							
Administration	33,040	31,056	31,056	31,056	31,056	31,056	155,280
Professional fees	33,935	36,935	42,174	48,017	48,978	55,978	232,082
Building ops	1,300	2,000	2,000	2,000	2,000	2,000	10,000
Veh & Equip ops	13,950	16,750	16,750	16,750	16,750	16,750	83,750
Operating costs	32,300	31,630	26,946	27,485	68,035	29,395	183,491
Program costs	30,000	30,000					30,000
Wages & benefits	122,206	123,485	125,338	127,594	130,145	132,488	639,050
Transfer to other gov/org	8,000	9,000	11,500	11,500	11,500	11,500	55,000
Contributions to reserve funds	35,615	40,615	18,615	20,615	2,000	10,000	91,845
Total Operating Expenditures	310,346	321,471	274,379	285,017	310,464	289,167	1,480,498
Operating (surplus)/deficit	10,976	15,286	(7,330)	(2,326)	17,374	(9,669)	13,335
Capital Asset Expenditures							
Capital expenditures	10,040	54,625	81,000			2,500	138,125
Transfer from reserves		(40,000)	(69,000)				(109,000)
Grants and other	(2,190)						
Net Capital Assets funded from Operations	7,850	14,625	12,000			2,500	29,125
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	18,826	29,911	4,670	(2,326)	17,374	(7,169)	42,460
Add: Prior year (surplus) / deficit	(42,631)	(52,112)	(22,201)	(17,531)	(19,857)	(2,483)	(114,184)
(Surplus) applied to future years	(23,805)	(22,201)	(17,531)	(19,857)	(2,483)	(9,652)	(71,724)

**PARKS & RECREATION SERVICES
FINANCIAL PLAN SUMMARY
2014 to 2018**

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		4.0%	3.7%	2.5%	2.4%	2.1%	
Property taxes	(8,909,668)	(9,316,421)	(9,673,256)	(9,918,599)	(10,161,238)	(10,378,995)	(49,448,509)
Parcel taxes	(268,047)	(268,047)	(269,247)	(270,447)	(271,647)	(272,247)	(1,351,635)
Municipal agreements	(290,115)	(259,432)	(262,026)	(267,267)	(269,940)	(275,338)	(1,334,003)
	(9,467,830)	(9,843,900)	(10,204,529)	(10,456,313)	(10,702,825)	(10,926,580)	(52,134,147)
Operations	(44,880)	(41,940)	(39,680)	(39,680)	(39,680)	(39,680)	(200,660)
Recreation fees	(400,690)	(435,020)	(449,134)	(462,606)	(476,487)	(487,277)	(2,310,524)
Recreation facility rentals	(538,245)	(540,345)	(556,555)	(573,252)	(590,450)	(608,163)	(2,868,765)
Recreation vending sales	(11,700)	(9,500)	(9,500)	(9,500)	(9,500)	(9,500)	(47,500)
Recreation concession	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation other	(388,060)	(385,410)	(396,972)	(408,882)	(421,148)	(433,783)	(2,046,195)
Operating grants	(195,690)	(8,500)	(8,500)	(8,500)	(8,500)	(8,500)	(42,500)
Planning grants		(7,100)					(7,100)
Grants in lieu of taxes	(1,150)	(1,150)	(1,150)	(1,150)	(1,150)	(1,150)	(5,750)
Interdepartmental recoveries	(30,900)	(30,900)	(15,450)	(15,450)	(15,450)	(15,450)	(92,700)
Miscellaneous	(146,021)	(15,150)	(10,000)	(10,000)	(10,000)	(10,000)	(55,150)
Total Operating Revenues	(11,229,166)	(11,322,915)	(11,695,470)	(11,989,333)	(12,279,190)	(12,544,083)	(59,830,991)
Operating Expenditures							
Administration	516,629	553,449	553,449	553,449	553,449	553,449	2,767,245
Legislative	1,200	1,600	1,600	1,600	1,600	1,600	8,000
Professional fees	279,625	200,900	263,300	198,300	208,300	198,300	1,069,100
Building ops	870,368	804,193	814,018	825,862	836,067	846,433	4,126,573
Veh & Equip ops	204,021	215,987	216,920	217,863	218,817	219,780	1,089,367
Operating costs	882,419	923,077	793,208	730,734	759,632	697,364	3,904,015
Program costs	379,336	419,581	426,473	433,497	440,657	447,952	2,168,160
Wages & benefits	4,096,533	4,165,247	4,262,729	4,354,454	4,441,546	4,521,491	21,745,467
Transfer to other gov/org	1,542,524	1,572,240	1,595,957	1,633,096	1,668,460	1,707,360	8,177,113
Contributions to reserve funds	763,502	461,032	206,831	487,529	1,623,910	1,802,460	4,581,762
Debt interest	730,119	708,993	708,798	463,907	411,309	411,097	2,704,104
Total Operating Expenditures	10,266,276	10,026,299	9,843,283	9,900,291	11,163,747	11,407,286	52,340,906
Operating (surplus)/deficit	(962,890)	(1,296,616)	(1,852,187)	(2,089,042)	(1,115,443)	(1,136,797)	(7,490,085)
Capital Asset Expenditures							
Capital expenditures	1,781,267	4,580,077	1,403,300	1,266,925	1,080,670	10,055,170	18,386,142
Transfer from reserves	(816,977)	(355,083)	(215,000)	(366,000)	(255,000)	(2,105,000)	(3,296,083)
Grants and other	(642,612)	(3,258,407)	(300,000)				(3,558,407)
New borrowing						(7,400,000)	(7,400,000)
Net Capital Assets funded from Operations	321,678	966,587	888,300	900,925	825,670	550,170	4,131,652
Capital Financing Charges							
Existing debt (principal)	1,483,075	1,128,135	1,128,232	1,004,376	359,364	359,468	3,979,575
Total Capital Financing Charges	1,483,075	1,128,135	1,128,232	1,004,376	359,364	359,468	3,979,575
Net (surplus)/deficit for the year	841,863	798,106	164,345	(183,741)	69,591	(227,159)	621,142
Add: Prior year (surplus) / deficit	(1,340,037)	(1,192,708)	(394,602)	(230,257)	(413,998)	(344,407)	(2,575,972)
(Surplus) applied to future years	(498,174)	(394,602)	(230,257)	(413,998)	(344,407)	(571,566)	(1,954,830)

	2014	2014	2015	2015	2016	2016	2017	2017	2018	2018
	\$	%	\$	%	\$	%	\$	%	\$	%
Regional Parks										
2700 REGIONAL PARKS	(1,090,960)	10.5%	(1,178,237)	8.0%	(1,213,584)	3.0%	(1,249,991)	3.0%	(1,274,991)	2.0%
2703 REGIONAL PARKS - CAPITAL	(862,043)		(866,843)	0.6%	(871,643)	0.6%	(876,443)	0.6%	(878,843)	0.3%
	(\$1,953,003)		(\$2,045,080)		(\$2,085,227)		(\$2,126,434)		(\$2,153,834)	
Community Parks										
2080 COMMUNITY PARKS - AREA A	(146,650)	17.1%	(149,583)	2.0%	(152,575)	2.0%	(155,626)	2.0%	(159,517)	2.5%
2081 COMMUNITY PARKS - AREA B	(179,729)	2.5%	(184,222)	2.5%	(188,828)	2.5%	(193,548)	2.5%	(199,355)	3.0%
2082 COMMUNITY PARKS - AREA C (Extension)	(57,819)	4.0%	(60,132)	4.0%	(62,537)	4.0%	(64,413)	3.0%	(66,990)	4.0%
2083 COMMUNITY PARKS - AREA C (E Wellington)	(72,908)	1.5%	(75,824)	4.0%	(78,857)	4.0%	(82,800)	5.0%	(84,456)	2.0%
2084 COMMUNITY PARKS - AREA E	(99,174)	4.0%	(103,141)	4.0%	(107,267)	4.0%	(111,557)	4.0%	(113,788)	2.0%
2085 COMMUNITY PARKS - AREA F	(101,806)	4.0%	(105,878)	4.0%	(111,172)	5.0%	(114,507)	3.0%	(116,797)	2.0%
2086 COMMUNITY PARKS - AREA G	(106,610)	4.0%	(123,668)	16.0%	(142,218)	15.0%	(147,906)	4.0%	(152,344)	3.0%
2087 COMMUNITY PARKS - AREA H	(127,449)	2.5%	(130,635)	2.5%	(133,901)	2.5%	(137,249)	2.5%	(141,366)	3.0%
	(\$892,145)		(\$933,083)		(\$977,355)		(\$1,007,606)		(\$1,034,613)	
Area A Recreation & Culture										
3171 RECREATION & CULTURE - AREA A	(177,369)	16.1%	(182,690)	3.0%	(188,171)	3.0%	(193,816)	3.0%	(197,692)	2.0%
	(\$177,369)		(\$182,690)		(\$188,171)		(\$193,816)		(\$197,692)	
Northern Community Recreation										
2900 N COMM REC - OVERALL	(1,043,901)	6.4%	(1,092,718)	4.7%	(1,125,425)	3.0%	(1,159,149)	3.0%	(1,193,884)	3.0%
2915 N COMM REC - SPORTFIELDS	(259,432)	(10.6%)	(262,026)	1.0%	(267,267)	2.0%	(269,940)	1.0%	(275,338)	2.0%
	(\$1,303,333)		(\$1,354,744)		(\$1,392,692)		(\$1,429,089)		(\$1,469,222)	
Oceanside Place										
3070 OCEANSIDE PLACE	(1,776,645)	3.5%	(1,838,828)	3.5%	(1,893,992)	3.0%	(1,941,342)	2.5%	(1,980,169)	2.0%
	(\$1,776,645)		(\$1,838,828)		(\$1,893,992)		(\$1,941,342)		(\$1,980,169)	
Ravensong Aquatic Centre										
3200 POOL - RAVENSONG AQUATIC CENTRE	(2,487,877)	2.0%	(2,550,074)	2.5%	(2,601,075)	2.0%	(2,653,097)	2.0%	(2,706,159)	2.0%
	(\$2,487,877)		(\$2,550,074)		(\$2,601,075)		(\$2,653,097)		(\$2,706,159)	
Gabriola Island Recreation										
3681 RECREATION AREA B - GABRIOLA ISL	(95,903)	3.0%	(99,739)	4.0%	(103,729)	4.0%	(107,878)	4.0%	(111,114)	3.0%
	(\$95,903)		(\$99,739)		(\$103,729)		(\$107,878)		(\$111,114)	
Southern Community Recreation & Culture										
2780 PORT THEATER - AREA A	(14,677)	1.5%	(14,970)	2.0%	(15,270)	2.0%	(15,575)	2.0%	(15,887)	2.0%
2781 PORT THEATER - AREA B	(26,692)	0.8%	(27,226)	2.0%	(27,770)	2.0%	(28,326)	2.0%	(28,892)	2.0%
2782 PORT THEATER - AREA C (Extension)	(14,464)	0.7%	(15,001)	3.7%	(15,302)	2.0%	(15,608)	2.0%	(15,920)	2.0%
2783 PORT THEATER - AREA C (E Wellington)	(3,776)	1.5%	(3,851)	2.0%	(3,928)	2.0%	(4,007)	2.0%	(4,087)	2.0%
2784 PORT THEATER - AREA E	(21,066)	1.5%	(21,488)	2.0%	(21,917)	2.0%	(22,356)	2.0%	(22,803)	2.0%
3170 S COMM REC - B/L 1059	(1,076,950)	5.7%	(1,117,755)	3.8%	(1,129,885)	1.1%	(1,157,691)	2.5%	(1,186,188)	2.5%
	(\$1,157,625)		(\$1,200,291)		(\$1,214,072)		(\$1,243,563)		(\$1,273,777)	
Total PARKS & RECREATION SERVICES	(9,843,900)	4.0%	(10,204,529)	3.7%	(10,456,313)	2.5%	(10,702,825)	2.4%	(10,926,580)	2.1%

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.0%	2.5%	2.0%	2.0%	2.0%	
Property taxes	(2,439,095)	(2,487,877)	(2,550,074)	(2,601,075)	(2,653,097)	(2,706,159)	(12,998,282)
	(2,439,095)	(2,487,877)	(2,550,074)	(2,601,075)	(2,653,097)	(2,706,159)	(12,998,282)
Operations	(2,740)	(2,740)	(2,740)	(2,740)	(2,740)	(2,740)	(13,700)
Recreation fees	(174,400)	(174,400)	(179,632)	(185,021)	(190,572)	(196,289)	(925,914)
Recreation facility rentals	(88,745)	(88,745)	(91,407)	(94,150)	(96,974)	(99,883)	(471,159)
Recreation vending sales	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(32,500)
Recreation other	(310,910)	(310,910)	(320,237)	(329,844)	(339,740)	(349,932)	(1,650,663)
Operating grants	(75,000)						
Total Operating Revenues	(3,097,390)	(3,071,172)	(3,150,590)	(3,219,330)	(3,289,623)	(3,361,503)	(16,092,218)
Operating Expenditures							
Administration	157,915	160,671	160,671	160,671	160,671	160,671	803,355
Legislative	1,000	1,000	1,000	1,000	1,000	1,000	5,000
Professional fees	25,000	50,000	55,000	50,000	50,000	50,000	255,000
Building ops	269,645	289,645	295,438	301,347	307,374	313,521	1,507,325
Veh & Equip ops	33,496	37,277	37,277	37,277	37,277	37,277	186,385
Operating costs	124,250	128,085	129,366	130,660	131,966	133,286	653,363
Program costs	60,400	60,400	61,004	61,614	62,230	62,852	308,100
Wages & benefits	1,387,414	1,392,178	1,413,061	1,438,496	1,467,266	1,493,677	7,204,678
Contributions to reserve funds	30,180	540	540	210,540	1,075,540	1,010,653	2,297,813
Debt interest	297,080	297,080	297,080	52,391			646,551
Total Operating Expenditures	2,386,380	2,416,876	2,450,437	2,443,996	3,293,324	3,262,937	13,867,570
Operating (surplus)/deficit	(711,010)	(654,296)	(700,153)	(775,334)	3,701	(98,566)	(2,224,648)
Capital Asset Expenditures							
Capital expenditures	193,850	22,825	20,050	132,700	234,000	9,331,850	9,741,425
Transfer from reserves				(33,500)	(200,000)	(2,000,000)	(2,233,500)
New borrowing						(7,400,000)	(7,400,000)
Net Capital Assets funded from Operations	193,850	22,825	20,050	99,200	34,000	(68,150)	107,925
Capital Financing Charges							
Existing debt (principal)	769,070	769,070	769,070	645,115			2,183,255
Total Capital Financing Charges	769,070	769,070	769,070	645,115			2,183,255
Net (surplus)/deficit for the year	251,910	137,599	88,967	(31,019)	37,701	(166,716)	66,532
Add: Prior year (surplus) / deficit	(353,023)	(267,125)	(129,526)	(40,559)	(71,578)	(33,877)	(542,665)
(Surplus) applied to future years	(101,113)	(129,526)	(40,559)	(71,578)	(33,877)	(200,593)	(476,133)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		3.5%	3.5%	3.0%	2.5%	2.0%	
Property taxes	(1,716,565)	(1,776,645)	(1,838,828)	(1,893,992)	(1,941,342)	(1,980,169)	(9,430,976)
	(1,716,565)	(1,776,645)	(1,838,828)	(1,893,992)	(1,941,342)	(1,980,169)	(9,430,976)
Operations	(21,240)	(23,500)	(21,240)	(21,240)	(21,240)	(21,240)	(108,460)
Recreation fees	(51,000)	(48,000)	(49,440)	(50,923)	(52,451)	(54,024)	(254,838)
Recreation facility rentals	(449,500)	(451,600)	(465,148)	(479,102)	(493,476)	(508,280)	(2,397,606)
Recreation vending sales	(5,200)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(15,000)
Recreation concession	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Recreation other	(77,150)	(74,500)	(76,735)	(79,038)	(81,408)	(83,851)	(395,532)
Interdepartmental recoveries	(30,900)	(30,900)	(15,450)	(15,450)	(15,450)	(15,450)	(92,700)
Miscellaneous	(65,950)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(20,000)
Total Operating Revenues	(2,421,505)	(2,416,145)	(2,477,841)	(2,550,745)	(2,616,367)	(2,674,014)	(12,735,112)
Operating Expenditures							
Administration	125,453	128,389	128,389	128,389	128,389	128,389	641,945
Legislative	200	600	600	600	600	600	3,000
Professional fees	4,500	4,500	9,500	4,500	4,500	4,500	27,500
Building ops	354,520	367,570	371,246	374,958	378,708	382,495	1,874,977
Veh & Equip ops	86,495	81,892	82,710	83,537	84,373	85,217	417,729
Operating costs	56,450	61,763	61,763	61,763	61,763	61,763	308,815
Program costs	23,000	34,750	34,750	34,750	34,750	34,750	173,750
Wages & benefits	1,015,392	1,028,826	1,044,259	1,063,055	1,084,316	1,103,834	5,324,290
Contributions to reserve funds	24,830	30,180	180	70,360	170,360	200,360	471,440
Debt interest	312,530	312,530	312,532	312,532	312,532	312,532	1,562,658
Total Operating Expenditures	2,003,370	2,051,000	2,045,929	2,134,444	2,260,291	2,314,440	10,806,104
Operating (surplus)/deficit	(418,135)	(365,145)	(431,912)	(416,301)	(356,076)	(359,574)	(1,929,008)
Capital Asset Expenditures							
Capital expenditures	286,845	238,176	193,100	161,010	131,585	153,310	877,181
Transfer from reserves	(15,500)		(50,000)	(100,000)		(80,000)	(230,000)
Grants and other	(75,650)	(8,500)					(8,500)
Net Capital Assets funded from Operations	195,695	229,676	143,100	61,010	131,585	73,310	638,681
Capital Financing Charges							
Existing debt (principal)	273,050	273,050	273,052	273,052	273,052	273,052	1,365,258
Total Capital Financing Charges	273,050	273,050	273,052	273,052	273,052	273,052	1,365,258
Net (surplus)/deficit for the year	50,610	137,581	(15,760)	(82,239)	48,561	(13,212)	74,931
Add: Prior year (surplus) / deficit	(162,188)	(186,711)	(49,130)	(64,890)	(147,129)	(98,568)	(546,428)
(Surplus) applied to future years	(111,578)	(49,130)	(64,890)	(147,129)	(98,568)	(111,780)	(471,497)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.6%	3.9%	2.8%	2.6%	2.8%	
Property taxes	(980,675)	(1,043,901)	(1,092,718)	(1,125,425)	(1,159,149)	(1,193,884)	(5,615,077)
Municipal agreements	(290,115)	(259,432)	(262,026)	(267,267)	(269,940)	(275,338)	(1,334,003)
	(1,270,790)	(1,303,333)	(1,354,744)	(1,392,692)	(1,429,089)	(1,469,222)	(6,949,080)
Operations	(7,400)	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)	(36,000)
Recreation fees	(175,290)	(212,620)	(220,062)	(226,662)	(233,464)	(236,964)	(1,129,772)
Operating grants	(7,165)	(8,500)	(8,500)	(8,500)	(8,500)	(8,500)	(42,500)
Miscellaneous	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(5,000)
Total Operating Revenues	(1,461,645)	(1,532,653)	(1,591,506)	(1,636,054)	(1,679,253)	(1,722,886)	(8,162,352)
Operating Expenditures							
Administration	90,450	92,273	92,273	92,273	92,273	92,273	461,365
Professional fees	2,500	7,300	17,300	7,300	7,300	7,300	46,500
Building ops	19,460	19,460	19,460	19,460	19,460	19,460	97,300
Veh & Equip ops	28,315	30,097	30,097	30,097	30,097	30,097	150,485
Operating costs	75,840	75,118	75,118	75,118	75,118	75,118	375,590
Program costs	287,936	314,431	320,719	327,133	333,677	340,350	1,636,310
Wages & benefits	670,640	698,413	708,890	721,650	736,083	749,333	3,614,369
Transfer to other gov/org	346,135	326,386	330,319	336,926	340,992	347,811	1,682,434
Contributions to reserve funds	180	180	180	180	50,180	50,180	100,900
Total Operating Expenditures	1,521,456	1,563,658	1,594,356	1,610,137	1,685,180	1,711,922	8,165,253
Operating (surplus)/deficit	59,811	31,005	2,850	(25,917)	5,927	(10,964)	2,901
Capital Asset Expenditures							
Capital expenditures	3,395	6,600	10,925	11,545	1,500	4,560	35,130
Net Capital Assets funded from Operations	3,395	6,600	10,925	11,545	1,500	4,560	35,130
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	63,206	37,605	13,775	(14,372)	7,427	(6,404)	38,031
Add: Prior year (surplus) / deficit	(73,342)	(54,949)	(17,344)	(3,569)	(17,941)	(10,514)	(104,317)
(Surplus) applied to future years	(10,136)	(17,344)	(3,569)	(17,941)	(10,514)	(16,918)	(66,286)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		10.5%	8.0%	3.0%	3.0%	2.0%	
Property taxes	(986,940)	(1,090,960)	(1,178,237)	(1,213,584)	(1,249,991)	(1,274,991)	(6,007,763)
	(986,940)	(1,090,960)	(1,178,237)	(1,213,584)	(1,249,991)	(1,274,991)	(6,007,763)
Operations	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)	(32,500)
Total Operating Revenues	(993,440)	(1,097,460)	(1,184,737)	(1,220,084)	(1,256,491)	(1,281,491)	(6,040,263)
Operating Expenditures							
Administration	70,418	91,260	91,260	91,260	91,260	91,260	456,300
Professional fees	99,000	8,500	68,500	48,500	48,500	48,500	222,500
Building ops	53,727	62,047	62,047	62,047	62,047	62,047	310,235
Veh & Equip ops	21,145	25,645	25,645	25,645	25,645	25,645	128,225
Operating costs	370,810	358,122	249,696	183,817	198,006	129,302	1,118,943
Wages & benefits	517,055	559,141	602,529	628,374	640,942	652,479	3,083,465
Transfer to other gov/org	40,000	40,000	30,000	30,000	30,000	30,000	160,000
Contributions to reserve funds	10,180	50,180	20,180	70,180	140,180	220,180	500,900
Total Operating Expenditures	1,182,335	1,194,895	1,149,857	1,139,823	1,236,580	1,259,413	5,980,568
Operating (surplus)/deficit	188,895	97,435	(34,880)	(80,261)	(19,911)	(22,078)	(59,695)
Capital Asset Expenditures							
Capital expenditures	30,745	75,180	46,250	46,670	1,585	6,750	176,435
Net Capital Assets funded from Operations	30,745	75,180	46,250	46,670	1,585	6,750	176,435
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	219,640	172,615	11,370	(33,591)	(18,326)	(15,328)	116,740
Add: Prior year (surplus) / deficit	(293,720)	(211,410)	(38,795)	(27,425)	(61,016)	(79,342)	(417,988)
(Surplus) applied to future years	(74,080)	(38,795)	(27,425)	(61,016)	(79,342)	(94,670)	(301,248)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues			0.6%	0.6%	0.6%	0.3%	
Property taxes	(593,996)	(593,996)	(597,596)	(601,196)	(604,796)	(606,596)	(3,004,180)
Parcel taxes	(268,047)	(268,047)	(269,247)	(270,447)	(271,647)	(272,247)	(1,351,635)
	(862,043)	(862,043)	(866,843)	(871,643)	(876,443)	(878,843)	(4,355,815)
Operations	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(10,000)
Grants in lieu of taxes	(630)	(630)	(630)	(630)	(630)	(630)	(3,150)
Total Operating Revenues	(864,673)	(864,673)	(869,473)	(874,273)	(879,073)	(881,473)	(4,368,965)
Operating Expenditures							
Professional fees	57,500	77,500	65,000	65,000	65,000	65,000	337,500
Building ops	120,000						
Contributions to reserve funds	575,708	219,435	56,442	6,242	46,042	164,942	493,103
Debt interest	100,000	79,066	79,066	79,066	79,066	79,066	395,330
Total Operating Expenditures	853,208	376,001	200,508	150,308	190,108	309,008	1,225,933
Operating (surplus)/deficit	(11,465)	(488,672)	(668,965)	(723,965)	(688,965)	(572,465)	(3,143,032)
Capital Asset Expenditures							
Capital expenditures	210,000	3,320,000	900,000	750,000	620,000	503,500	6,093,500
Transfer from reserves	(504,000)	(150,000)		(95,000)			(245,000)
Grants and other		(2,600,000)	(300,000)				(2,900,000)
Net Capital Assets funded from Operations	(294,000)	570,000	600,000	655,000	620,000	503,500	2,948,500
Capital Financing Charges							
Existing debt (principal)	424,000	68,965	68,965	68,965	68,965	68,965	344,825
Total Capital Financing Charges	424,000	68,965	68,965	68,965	68,965	68,965	344,825
Net (surplus)/deficit for the year	118,535	150,293					150,293
Add: Prior year (surplus) / deficit	(124,512)	(150,293)					(150,293)
(Surplus) applied to future years	(5,977)						

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		7.3%	8.0%	7.4%	9.4%	9.2%	
Property taxes	(9,460,313)	(10,146,860)	(10,927,587)	(11,820,435)	(13,089,402)	(14,476,863)	(60,461,147)
Parcel taxes	(3,229,488)	(3,470,990)	(3,777,679)	(3,968,403)	(4,178,863)	(4,382,175)	(19,778,110)
	(12,689,801)	(13,617,850)	(14,705,266)	(15,788,838)	(17,268,265)	(18,859,038)	(80,239,257)
Operations	(454,248)	(406,380)	(396,380)	(396,380)	(408,775)	(396,380)	(2,004,295)
Utility user fees	(1,231,550)	(1,265,584)	(1,300,596)	(1,327,250)	(1,354,479)	(1,383,455)	(6,631,364)
Operating grants	(35,515)	(400,515)	(35,515)	(35,515)	(35,515)	(35,515)	(542,575)
Grants in lieu of taxes	(5,470)	(5,470)	(5,470)	(5,470)	(5,470)	(5,470)	(27,350)
Interdepartmental recoveries	(785,061)	(787,503)	(787,503)	(787,503)	(91,653)	(91,653)	(2,545,815)
Total Operating Revenues	(15,201,645)	(16,483,302)	(17,230,730)	(18,340,956)	(19,164,157)	(20,771,511)	(91,990,656)
Operating Expenditures							
Administration	769,125	806,170	806,219	806,271	806,324	806,377	4,031,361
Professional fees	755,889	1,234,743	715,107	715,790	716,479	717,175	4,099,294
Building ops	1,059,428	1,158,003	1,176,487	1,195,406	1,214,773	1,234,600	5,979,269
Veh & Equip ops	938,058	994,878	1,015,949	1,035,999	1,054,020	1,072,482	5,173,328
Operating costs	3,720,297	3,866,215	3,934,858	4,558,504	5,453,037	6,728,318	24,540,932
Program costs	126,500	156,050	131,731	132,809	133,895	134,995	689,480
Wages & benefits	3,855,065	3,867,206	3,917,217	3,987,728	4,067,477	4,140,690	19,980,318
Contributions to reserve funds	3,481,782	2,680,712	3,419,814	4,125,379	3,031,549	1,516,044	14,773,498
Debt interest	417,077	303,695	264,914	259,521	255,468	255,135	1,338,733
Total Operating Expenditures	15,123,221	15,067,672	15,382,296	16,817,407	16,733,022	16,605,816	80,606,213
Operating (surplus)/deficit	(78,424)	(1,415,630)	(1,848,434)	(1,523,549)	(2,431,135)	(4,165,695)	(11,384,443)
Capital Asset Expenditures							
Capital expenditures	11,714,985	16,171,557	19,473,610	27,403,870	36,610,360	36,829,980	136,489,377
Transfer from reserves	(9,615,644)	(9,579,034)	(14,115,164)	(15,265,214)	(13,178,365)	(3,372,265)	(55,510,042)
Grants and other	(152,530)	(2,595,000)					(2,595,000)
New borrowing	(695,000)	(1,205,800)	(3,832,615)	(11,409,462)	(22,688,914)	(32,880,814)	(72,017,605)
Net Capital Assets funded from Operations	1,251,811	2,791,723	1,525,831	729,194	743,081	576,901	6,366,730
Capital Financing Charges							
Existing debt (principal)	346,035	277,750	271,672	271,672	207,982	207,982	1,237,058
New debt (principal & interest)			175,243	571,675	1,579,863	3,690,618	6,017,399
Total Capital Financing Charges	346,035	277,750	446,915	843,347	1,787,845	3,898,600	7,254,457
Net (surplus)/deficit for the year	1,519,422	1,653,843	124,312	48,992	99,791	309,806	2,236,744
Add: Prior year (surplus) / deficit	(2,975,447)	(2,968,729)	(1,314,886)	(1,190,574)	(1,141,582)	(1,041,791)	(7,657,562)
(Surplus) applied to future years	(1,456,025)	(1,314,886)	(1,190,574)	(1,141,582)	(1,041,791)	(731,985)	(5,420,818)

	2014	2014	2015	2015	2016	2016	2017	2017	2018	2018
	\$	%	\$	%	\$	%	\$	%	\$	%
Wastewater Management										
2870 LIQUID WASTE MANAGEMENT PLANNING	(155,678)	2.0%	(163,462)	5.0%	(171,635)	5.0%	(181,075)	5.5%	(192,845)	6.5%
2871 WASTEWATER - SOUTHERN COMMUNITY	(5,047,850)	8.0%	(5,502,157)	9.0%	(6,052,372)	10.0%	(6,960,228)	15.0%	(8,004,262)	15.0%
2872 WASTEWATER - NORTHERN COMMUNITY	(4,380,047)	6.0%	(4,642,850)	6.0%	(4,921,421)	6.0%	(5,216,706)	6.0%	(5,529,708)	6.0%
2877 WASTEWATER - DUKE POINT	(201,904)	6.0%	(218,056)	8.0%	(235,501)	8.0%	(251,986)	7.0%	(267,105)	6.0%
	(\$9,785,479)		(\$10,526,525)		(\$11,380,929)		(\$12,609,995)		(\$13,993,920)	
Water Supply										
2034 WATER - SURFSIDE	(13,405)	2.0%	(13,673)	2.0%	(13,947)	2.0%	(14,225)	2.0%	(14,510)	2.0%
2038 WATER - FRENCH CREEK	(63,100)	7.0%	(66,886)	6.0%	(70,230)	5.0%	(73,742)	5.0%	(75,217)	2.0%
2039 WATER - WHISKEY CREEK	(83,901)	2.0%	(83,901)		(85,579)	2.0%	(87,291)	2.0%	(89,036)	2.0%
2042 WATER - DECOURCEY	(7,492)	2.0%	(7,642)	2.0%	(7,871)	3.0%	(8,265)	5.0%	(8,595)	4.0%
2043 WATER - SAN PAREIL	(121,070)	6.0%	(127,124)	5.0%	(133,480)	5.0%	(136,149)	2.0%	(138,872)	2.0%
2044 WATER - DRIFTWOOD	(4,865)	(38.0%)	(5,460)	12.2%	(5,460)		(5,460)		(5,460)	
2045 WATER - ENGLISHMAN RIVER COMMUNITY	(37,230)		(37,230)		(37,602)	1.0%	(37,602)		(37,978)	1.0%
2046 WATER - MELROSE PLACE	(21,300)	2.0%	(21,939)	3.0%	(22,597)	3.0%	(23,049)	2.0%	(23,510)	2.0%
2047 WATER - NANOOSE PENINSULA	(717,072)	10.0%	(788,779)	10.0%	(859,769)	9.0%	(928,551)	8.0%	(984,264)	6.0%
2048 WATER - NANOOSE BAY BULK WATER	(774,725)	10.0%	(852,198)	10.0%	(937,417)	10.0%	(1,031,159)	10.0%	(1,134,275)	10.0%
2049 WATER - FRENCH CREEK BULK WATER	(4,320)	(60.0%)	(4,320)		(4,320)		(4,320)		(4,320)	
2050 WATER - SAN PAREIL FIRE IMPROVEMENTS	(42,153)		(135,431)	221.3%	(113,671)	(16.1%)	(113,671)		(113,671)	
4500 DRINKING WATER/WATERSHED PROTECTION	(444,547)	6.3%	(482,298)	8.5%	(520,749)	8.0%	(560,000)	7.5%	(562,400)	0.4%
	(\$2,335,180)		(\$2,626,881)		(\$2,812,692)		(\$3,023,484)		(\$3,192,108)	
Streetlighting										
2052 STREETLIGHTING - RURAL AREAS	(15,271)	8.0%	(16,493)	8.0%	(15,668)	(5.0%)	(15,355)	(2.0%)	(15,355)	
2053 STREETLIGHTING - FAIRWINDS	(23,500)		(23,500)		(23,500)		(23,500)		(23,500)	
2054 STREETLIGHTING - FRENCH CREEK VILLAGE	(5,875)	5.0%	(6,228)	6.0%	(6,601)	6.0%	(7,063)	7.0%	(7,558)	7.0%
2055 STREETLIGHTING - MORNINGSTAR	(14,147)	3.0%	(14,571)	3.0%	(14,936)	2.5%	(15,309)	2.5%	(15,615)	2.0%
2056 STREETLIGHTING - ENGLISHMAN RIVER	(5,464)	3.0%	(5,628)	3.0%	(5,797)	3.0%	(5,971)	3.0%	(6,150)	3.0%
2057 STREETLIGHTING - FR CREEK-HWY INTERSECT	(1,020)	2.0%	(1,071)	5.0%	(1,135)	6.0%	(1,215)	7.0%	(1,312)	8.0%
2058 STREETLIGHTING - SANDPIPER	(10,650)	2.0%	(10,863)	2.0%	(11,189)	3.0%	(11,525)	3.0%	(12,101)	5.0%
2059 STREETLIGHTING - HIGHWAY #4 (EA F)	(2,962)	6.0%	(3,169)	7.0%	(3,391)	7.0%	(3,629)	7.0%	(3,810)	5.0%
	(\$78,889)		(\$81,523)		(\$82,217)		(\$83,567)		(\$85,401)	
Sewer Collection										
2090 STORMWATER - ENGLISHMAN RIVER	(4,820)	2.0%	(4,916)	2.0%	(5,015)	2.0%	(5,115)	2.0%	(5,217)	2.0%
2091 STORMWATER - CEDAR ESTATES	(4,725)		(4,725)		(4,725)		(4,725)		(4,725)	
2851 WASTEWATER - NANOOSE (PART OF 75-51)	(503,175)	3.5%	(520,786)	3.5%	(539,014)	3.5%	(555,184)	3.0%	(571,840)	3.0%
7550 SEWER - FRENCH CREEK	(532,162)	8.5%	(542,805)	2.0%	(553,661)	2.0%	(564,735)	2.0%	(576,029)	2.0%
7551 SEWER - FAIRWINDS (also see 2851)	(12,674)	40.0%	(17,110)	35.0%	(22,243)	30.0%	(24,467)	10.0%	(25,935)	6.0%
7554 SEWER - PACIFIC SHORES	(60,443)	5.0%	(63,465)	5.0%	(66,638)	5.0%	(69,970)	5.0%	(71,370)	2.0%
7555 SEWER - SURFSIDE	(19,803)	2.0%	(20,199)	2.0%	(20,603)	2.0%	(21,015)	2.0%	(21,435)	2.0%
7557 SEWER - BARCLAY CR	(136,484)	3.1%	(140,579)	3.0%	(144,796)	3.0%	(149,140)	3.0%	(153,614)	3.0%
7558 SEWER - CEDAR COLLECTION	(27,096)	2.0%	(27,638)	2.0%	(28,191)	2.0%	(28,754)	2.0%	(29,330)	2.0%
7559 SEWER - CEDAR PH 1 SML RESIDENTIAL DEBT	(8,142)	(0.1%)	(8,150)	0.1%	(8,150)		(8,150)		(8,150)	
7560 SEWER - CEDAR LARGE RESIDENTIAL DEBT	(5,429)	(0.6%)	(5,452)	0.4%	(5,452)		(5,452)		(5,452)	
7561 SEWER - CEDAR COMMERCIAL DEBT	(69,353)		(69,355)		(69,355)		(69,355)		(69,355)	
7562 SEWER - CEDAR SPORTSFIELD DEBT	(4,585)	0.1%	(4,582)	(0.1%)	(4,582)		(4,582)		(4,582)	
7563 SEWER - CEDAR PH 2 SML RESIDENTIAL DEBT	(18,251)		(18,255)		(18,255)		(18,255)		(18,255)	
7570 SEWER - HAWTHORNE RISE DEBT	(11,160)		(22,320)	100.0%	(22,320)		(22,320)		(22,320)	
	(\$1,418,302)		(\$1,470,337)		(\$1,513,000)		(\$1,551,219)		(\$1,587,609)	
Total REGIONAL & COMMUNITY UTILITIES	(13,617,850)	7.3%	(14,705,266)	8.0%	(15,788,838)	7.4%	(17,268,265)	9.4%	(18,859,038)	9.2%

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		8.0%	9.0%	10.0%	15.0%	15.0%	
Property taxes	(4,673,936)	(5,047,850)	(5,502,157)	(6,052,372)	(6,960,228)	(8,004,262)	(31,566,869)
	(4,673,936)	(5,047,850)	(5,502,157)	(6,052,372)	(6,960,228)	(8,004,262)	(31,566,869)
Operations	(156,000)	(156,000)	(156,000)	(156,000)	(156,000)	(156,000)	(780,000)
Operating grants	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(175,000)
Interdepartmental recoveries	(757,001)	(757,001)	(757,001)	(757,001)	(61,151)	(61,151)	(2,393,305)
Total Operating Revenues	(5,621,937)	(5,995,851)	(6,450,158)	(7,000,373)	(7,212,379)	(8,256,413)	(34,915,174)
Operating Expenditures							
Administration	273,485	294,315	294,315	294,315	294,315	294,315	1,471,575
Professional fees	225,050	386,900	236,900	236,900	236,900	236,900	1,334,500
Building ops	508,384	525,320	533,200	541,198	549,316	557,556	2,706,590
Veh & Equip ops	378,405	412,916	423,110	431,956	438,436	445,012	2,151,430
Operating costs	1,242,530	1,327,861	1,347,778	1,797,495	2,394,958	3,010,882	9,878,974
Wages & benefits	1,140,849	1,161,990	1,179,420	1,200,650	1,224,663	1,246,707	6,013,430
Contributions to reserve funds	2,126,410	1,398,080	1,398,080	1,998,080	998,080	575	5,792,895
Total Operating Expenditures	5,895,113	5,507,382	5,412,803	6,500,594	6,136,668	5,791,947	29,349,394
Operating (surplus)/deficit	273,176	(488,469)	(1,037,355)	(499,779)	(1,075,711)	(2,464,466)	(5,565,780)
Capital Asset Expenditures							
Capital expenditures	7,992,665	11,051,402	13,421,680	17,332,855	20,321,775	21,288,210	83,415,922
Transfer from reserves	(7,624,540)	(8,012,470)	(12,500,000)	(9,700,000)	(2,273,463)	(1,200,000)	(33,685,933)
Grants and other		(2,000,000)					(2,000,000)
New borrowing				(7,300,000)	(17,726,537)	(19,800,000)	(44,826,537)
Net Capital Assets funded from Operations	368,125	1,038,932	921,680	332,855	321,775	288,210	2,903,452
Capital Financing Charges							
New debt (principal & interest)				70,500	705,549	2,359,213	3,135,262
Total Capital Financing Charges				70,500	705,549	2,359,213	3,135,262
Net (surplus)/deficit for the year	641,301	550,463	(115,675)	(96,424)	(48,387)	182,957	472,934
Add: Prior year (surplus) / deficit	(838,731)	(693,049)	(142,586)	(258,261)	(354,685)	(403,072)	(1,851,653)
(Surplus) applied to future years	(197,430)	(142,586)	(258,261)	(354,685)	(403,072)	(220,115)	(1,378,719)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		6.0%	6.0%	6.0%	6.0%	6.0%	
Property taxes	(4,132,120)	(4,380,047)	(4,642,850)	(4,921,421)	(5,216,706)	(5,529,708)	(24,690,732)
	(4,132,120)	(4,380,047)	(4,642,850)	(4,921,421)	(5,216,706)	(5,529,708)	(24,690,732)
Operations	(184,300)	(174,300)	(174,300)	(174,300)	(186,695)	(174,300)	(883,895)
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	(4,326,890)	(4,564,817)	(4,827,620)	(5,106,191)	(5,413,871)	(5,714,478)	(25,626,977)
Operating Expenditures							
Administration	211,065	217,920	217,920	217,920	217,920	217,920	1,089,600
Professional fees	251,500	275,400	275,400	275,400	275,400	275,400	1,377,000
Building ops	300,675	339,600	349,788	360,282	371,090	382,223	1,802,983
Veh & Equip ops	329,012	340,738	350,960	361,489	372,334	383,504	1,809,025
Operating costs	709,145	734,570	749,261	914,246	1,082,531	1,694,182	5,174,790
Wages & benefits	980,651	972,665	987,255	1,005,026	1,025,126	1,043,578	5,033,650
Contributions to reserve funds	979,185	539,616	1,339,616	1,569,616	1,769,616	1,219,616	6,438,080
Debt interest	118,365						
Total Operating Expenditures	3,879,598	3,420,509	4,270,200	4,703,979	5,114,017	5,216,423	22,725,128
Operating (surplus)/deficit	(447,292)	(1,144,308)	(557,420)	(402,212)	(299,854)	(498,055)	(2,901,849)
Capital Asset Expenditures							
Capital expenditures	1,268,543	1,862,425	1,132,690	5,307,465	15,501,890	15,242,085	39,046,555
Transfer from reserves	(866,500)	(170,000)	(569,500)	(4,975,000)	(10,531,785)	(1,919,186)	(18,165,471)
Grants and other		(200,000)					(200,000)
New borrowing					(4,618,215)	(13,080,814)	(17,699,029)
Net Capital Assets funded from Operations	402,043	1,492,425	563,190	332,465	351,890	242,085	2,982,055
Capital Financing Charges							
Existing debt (principal)	129,065						
New debt (principal & interest)					12,395	439,000	451,395
Total Capital Financing Charges	129,065				12,395	439,000	451,395
Net (surplus)/deficit for the year	83,816	348,117	5,770	(69,747)	64,431	183,030	531,601
Add: Prior year (surplus) / deficit	(351,389)	(635,490)	(287,373)	(281,603)	(351,350)	(286,919)	(1,842,735)
(Surplus) applied to future years	(267,573)	(287,373)	(281,603)	(351,350)	(286,919)	(103,889)	(1,311,134)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		10.0%	10.0%	10.0%	10.0%	10.0%	
Parcel taxes	(704,295)	(774,725)	(852,198)	(937,417)	(1,031,159)	(1,134,275)	(4,729,774)
	(704,295)	(774,725)	(852,198)	(937,417)	(1,031,159)	(1,134,275)	(4,729,774)
Interdepartmental recoveries	(40)	(40)	(40)	(40)	(40)	(40)	(200)
Total Operating Revenues	(704,335)	(774,765)	(852,238)	(937,457)	(1,031,199)	(1,134,315)	(4,729,974)
Operating Expenditures							
Administration	6,590	6,665	6,665	6,665	6,665	6,665	33,325
Professional fees	13,750	13,750	13,750	13,750	13,750	13,750	68,750
Building ops	5,980	8,480	8,480	8,480	8,480	8,480	42,400
Veh & Equip ops	1,580	1,605	1,605	1,605	1,605	1,605	8,025
Operating costs	44,497	46,641	47,108	47,579	148,054	149,535	438,917
Wages & benefits	45,575	54,233	55,047	56,038	57,158	58,187	280,663
Contributions to reserve funds	195,265	395,265	415,265	315,265	4,435	4,435	1,134,665
Debt interest	122,475	118,836	117,742	116,648	115,553	115,553	584,332
Total Operating Expenditures	435,712	645,475	665,662	566,030	355,700	358,210	2,591,077
Operating (surplus)/deficit	(268,623)	(129,290)	(186,576)	(371,427)	(675,499)	(776,105)	(2,138,897)
Capital Asset Expenditures							
Capital expenditures	421,023	682,129	3,916,780	4,039,365	101,855	1,310	8,741,439
Transfer from reserves	(202,862)	(636,380)	(608,457)	(315,830)	(5,000)		(1,565,667)
Grants and other		(45,000)					(45,000)
New borrowing	(15,000)		(3,307,543)	(3,723,070)	(95,600)		(7,126,213)
Net Capital Assets funded from Operations	203,161	749	780	465	1,255	1,310	4,559
Capital Financing Charges							
Existing debt (principal)	97,855	152,555	152,553	152,553	97,853	97,853	653,367
New debt (principal & interest)				292,989	622,786	631,254	1,547,029
Total Capital Financing Charges	97,855	152,555	152,553	445,542	720,639	729,107	2,200,396
Net (surplus)/deficit for the year	32,393	24,014	(33,243)	74,580	46,395	(45,688)	66,058
Add: Prior year (surplus) / deficit	(160,392)	(150,759)	(126,745)	(159,988)	(85,408)	(39,013)	(561,913)
(Surplus) applied to future years	(127,999)	(126,745)	(159,988)	(85,408)	(39,013)	(84,701)	(495,855)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		6.3%	8.5%	8.0%	7.5%	0.4%	
Property taxes	(225,197)	(272,947)	(309,898)	(347,549)	(386,000)	(387,600)	(1,703,994)
Parcel taxes	(193,050)	(171,600)	(172,400)	(173,200)	(174,000)	(174,800)	(866,000)
	(418,247)	(444,547)	(482,298)	(520,749)	(560,000)	(562,400)	(2,569,994)
Operations	(14,500)	(10,000)					(10,000)
Operating grants		(15,000)					(15,000)
Total Operating Revenues	(432,747)	(469,547)	(482,298)	(520,749)	(560,000)	(562,400)	(2,594,994)
Operating Expenditures							
Administration	40,703	43,455	43,455	43,455	43,455	43,455	217,275
Professional fees	126,000	86,400	68,264	68,947	69,636	70,332	363,579
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	34,915	43,605	44,041	44,481	44,926	45,376	222,429
Program costs	102,500	118,050	107,731	108,809	109,895	110,995	555,480
Wages & benefits	250,599	270,637	274,696	279,640	285,233	290,368	1,400,574
Contributions to reserve funds	410	410	410	410	410	410	2,050
Total Operating Expenditures	559,227	566,657	542,697	549,842	557,655	565,036	2,781,887
Operating (surplus)/deficit	126,480	97,110	60,399	29,093	(2,345)	2,636	186,893
Capital Asset Expenditures							
Capital expenditures	187,487	2,000					2,000
Grants and other	(152,530)						
Net Capital Assets funded from Operations	34,957	2,000					2,000
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	161,437	99,110	60,399	29,093	(2,345)	2,636	188,893
Add: Prior year (surplus) / deficit	(252,802)	(193,698)	(94,588)	(34,189)	(5,096)	(7,441)	(335,012)
(Surplus) applied to future years	(91,365)	(94,588)	(34,189)	(5,096)	(7,441)	(4,805)	(146,119)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		8.9%	6.8%	8.4%	7.0%	7.1%	
Property taxes	(8,335,384)	(9,077,317)	(9,693,777)	(10,507,295)	(11,244,846)	(12,046,888)	(52,570,123)
	(8,335,384)	(9,077,317)	(9,693,777)	(10,507,295)	(11,244,846)	(12,046,888)	(52,570,123)
Operations	(689,451)	(836,251)	(1,246,870)	(1,248,338)	(1,250,176)	(1,251,687)	(5,833,322)
Transit fares	(4,254,765)	(4,366,943)	(4,410,613)	(4,538,213)	(4,667,092)	(4,806,866)	(22,789,727)
Landfill tipping fees	(7,885,000)	(8,285,750)	(8,534,323)	(8,961,039)	(9,229,870)	(9,506,766)	(44,517,748)
Utility user fees	(3,853,715)	(3,482,893)	(3,302,893)	(3,368,950)	(3,446,329)	(3,525,256)	(17,126,321)
Operating grants	(5,736,000)	(6,005,190)	(6,065,241)	(6,356,260)	(6,650,189)	(6,998,804)	(32,075,684)
Grants in lieu of taxes	(79,800)	(79,800)	(79,800)	(79,800)	(79,800)	(79,800)	(399,000)
Interdepartmental recoveries	(1,080,912)	(1,262,445)	(1,262,445)	(1,262,445)	(1,262,445)	(1,262,445)	(6,312,225)
Miscellaneous	(52,725)	(52,595)	(52,595)	(52,595)	(52,595)	(52,595)	(262,975)
Total Operating Revenues	(31,967,752)	(33,449,184)	(34,648,557)	(36,374,935)	(37,883,342)	(39,531,107)	(181,887,125)
Operating Expenditures							
Administration	2,024,747	2,065,110	2,114,532	2,123,652	2,130,460	2,137,312	10,571,066
Professional fees	835,510	853,083	859,522	866,026	872,594	879,227	4,330,452
Building ops	480,401	529,225	536,384	543,651	554,470	565,507	2,729,237
Veh & Equip ops	5,851,118	6,171,863	6,287,294	6,415,498	6,543,770	6,674,608	32,093,033
Operating costs	8,903,811	9,420,552	9,632,397	10,498,787	11,483,450	12,547,668	53,582,854
Wages & benefits	13,484,697	14,170,526	14,371,983	14,630,680	14,923,294	15,191,914	73,288,397
Contributions to reserve funds	329,345	898,070	807,345	907,345	907,345	907,345	4,427,450
Total Operating Expenditures	31,909,629	34,108,429	34,609,457	35,985,639	37,415,383	38,903,581	181,022,489
Operating (surplus)/deficit	(58,123)	659,245	(39,100)	(389,296)	(467,959)	(627,526)	(864,636)
Capital Asset Expenditures							
Capital expenditures	4,365,880	4,842,122	5,977,550	4,229,375	2,716,150	1,859,500	19,624,697
Transfer from reserves	(3,140,000)	(2,140,000)	(4,525,000)	(3,000,000)	(900,000)	(900,000)	(11,465,000)
Grants and other	(73,305)	(1,936,904)	(470,000)	(392,450)			(2,799,354)
New borrowing			(290,000)		(1,700,000)	(600,000)	(2,590,000)
Net Capital Assets funded from Operations	1,152,575	765,218	692,550	836,925	116,150	359,500	2,770,343
Capital Financing Charges							
New debt (principal & interest)				5,800	214,389	267,538	487,727
Total Capital Financing Charges				5,800	214,389	267,538	487,727
Net (surplus)/deficit for the year	1,094,452	1,424,463	653,450	453,429	(137,420)	(488)	2,393,434
Add: Prior year (surplus) / deficit	(2,210,196)	(2,966,123)	(1,541,660)	(888,210)	(434,781)	(572,201)	(6,402,975)
(Surplus) applied to future years	(1,115,744)	(1,541,660)	(888,210)	(434,781)	(572,201)	(572,689)	(4,009,541)

**TRANSPORTATION & SOLID WASTE SERVICES
SUMMARY OF TAX REQUISITIONS
2014 to 2018**

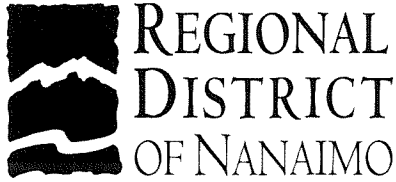
	2014		2015		2016		2017		2018	
	\$	%	\$	%	\$	%	\$	%	\$	%
Transit										
0500 TRANSIT - SOUTHERN COMM CONVENTIONAL	(7,792,818)	10.0%	(8,338,315)	7.0%	(9,088,764)	9.0%	(9,724,977)	7.0%	(10,405,725)	7.0%
0600 TRANSIT - AREA H(CAPITAL LEVY FR 2012)	(12,500)		(12,500)			(100.0%)				
0611 TRANSIT - NORTHERN COMM CONVENTIONAL	(910,462)	3.0%	(974,194)	7.0%	(1,042,388)	7.0%	(1,136,203)	9.0%	(1,249,823)	10.0%
7700 DESCANSO BAY EMERGENCY WHARF	(5,684)		(5,798)	2.0%	(5,914)	2.0%	(6,032)	2.0%	(6,153)	2.0%
	(\$8,721,464)		(\$9,330,807)		(\$10,137,066)		(\$10,867,212)		(\$11,661,701)	
Solid Waste										
1200 SOLID WASTE MANAGEMENT	(355,853)	2.0%	(362,970)	2.0%	(370,229)	2.0%	(377,634)	2.0%	(385,187)	2.0%
	(\$355,853)		(\$362,970)		(\$370,229)		(\$377,634)		(\$385,187)	
Total TRANSPORTATION & SOLID WASTE SERVICES	(9,077,317)	8.9%	(9,693,777)	6.8%	(10,507,295)	8.4%	(11,244,846)	7.0%	(12,046,888)	7.1%

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		10.0%	7.0%	9.0%	7.0%	7.0%	
Property taxes	(7,084,380)	(7,792,818)	(8,338,315)	(9,088,764)	(9,724,977)	(10,405,725)	(45,350,599)
	(7,084,380)	(7,792,818)	(8,338,315)	(9,088,764)	(9,724,977)	(10,405,725)	(45,350,599)
Operations	(276,790)	(120,651)	(122,270)	(123,738)	(125,576)	(127,087)	(619,322)
Transit fares	(4,037,065)	(4,151,993)	(4,193,513)	(4,318,943)	(4,445,628)	(4,578,747)	(21,688,824)
Operating grants	(5,270,000)	(5,464,825)	(5,519,473)	(5,805,034)	(6,093,451)	(6,411,137)	(29,293,920)
Grants in lieu of taxes	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	(73,000)	(365,000)
Interdepartmental recoveries	(1,080,912)	(1,262,445)	(1,262,445)	(1,262,445)	(1,262,445)	(1,262,445)	(6,312,225)
Miscellaneous	(5,100)	(5,100)	(5,100)	(5,100)	(5,100)	(5,100)	(25,500)
Total Operating Revenues	(17,827,247)	(18,870,832)	(19,514,116)	(20,677,024)	(21,730,177)	(22,863,241)	(103,655,390)
Operating Expenditures							
Administration	1,029,895	1,048,681	1,059,168	1,064,464	1,069,786	1,075,135	5,317,234
Professional fees	41,000	42,000	42,000	42,000	42,000	42,000	210,000
Building ops	288,345	337,189	340,561	343,966	350,845	357,862	1,730,423
Veh & Equip ops	5,058,922	5,372,531	5,479,982	5,589,581	5,701,373	5,815,401	27,958,868
Operating costs	1,984,719	2,171,549	2,209,443	2,908,357	3,741,250	4,582,249	15,612,848
Wages & benefits	9,378,289	9,910,836	10,059,498	10,240,570	10,445,380	10,633,398	51,289,682
Contributions to reserve funds	325,045	475,045	2,045	2,045	2,045	2,045	483,225
Total Operating Expenditures	18,106,215	19,357,831	19,192,697	20,190,983	21,352,679	22,508,090	102,602,280
Operating (surplus)/deficit	278,968	486,999	(321,419)	(486,041)	(377,498)	(355,151)	(1,053,110)
Capital Asset Expenditures							
Capital expenditures	256,505	3,543,322	2,146,000	1,219,800	98,000	343,000	7,350,122
Transfer from reserves		(1,310,000)	(710,000)				(2,020,000)
Grants and other	(73,305)	(1,936,904)	(470,000)	(392,450)			(2,799,354)
New borrowing			(290,000)				(290,000)
Net Capital Assets funded from Operations	183,200	296,418	676,000	827,350	98,000	343,000	2,240,768
Capital Financing Charges							
New debt (principal & interest)				5,800	63,800	63,800	133,400
Total Capital Financing Charges				5,800	63,800	63,800	133,400
Net (surplus)/deficit for the year	462,168	783,417	354,581	347,109	(215,698)	51,649	1,321,058
Add: Prior year (surplus) / deficit	(856,005)	(1,511,494)	(728,077)	(373,496)	(26,387)	(242,085)	(2,881,539)
(Surplus) applied to future years	(393,837)	(728,077)	(373,496)	(26,387)	(242,085)	(190,436)	(1,560,481)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		3.0%	7.0%	7.0%	9.0%	10.0%	
Property taxes	(883,944)	(910,462)	(974,194)	(1,042,388)	(1,136,203)	(1,249,823)	(5,313,070)
	(883,944)	(910,462)	(974,194)	(1,042,388)	(1,136,203)	(1,249,823)	(5,313,070)
Operations	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(22,500)
Transit fares	(217,700)	(214,950)	(217,100)	(219,270)	(221,464)	(228,119)	(1,100,903)
Operating grants	(466,000)	(540,365)	(545,768)	(551,226)	(556,738)	(587,667)	(2,781,764)
Total Operating Revenues	(1,572,144)	(1,670,277)	(1,741,562)	(1,817,384)	(1,918,905)	(2,070,109)	(9,218,237)
Operating Expenditures							
Administration	80,250	93,464	132,399	148,723	150,209	151,712	676,507
Operating costs	666,872	827,983	844,543	861,433	878,662	964,652	4,377,273
Wages & benefits	822,148	870,564	883,622	899,527	917,518	934,034	4,505,265
Total Operating Expenditures	1,569,270	1,792,011	1,860,564	1,909,683	1,946,389	2,050,398	9,559,045
Operating (surplus)/deficit	(2,874)	121,734	119,002	92,299	27,484	(19,711)	340,808
Capital Asset Expenditures							
Net Capital Assets funded from Operations							
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	(2,874)	121,734	119,002	92,299	27,484	(19,711)	340,808
Add: Prior year (surplus) / deficit	(242,622)	(365,937)	(244,203)	(125,201)	(32,902)	(5,418)	(773,661)
(Surplus) applied to future years	(245,496)	(244,203)	(125,201)	(32,902)	(5,418)	(25,129)	(432,853)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues		2.0%	2.0%	2.0%	2.0%	2.0%	
Property taxes	(348,875)	(355,853)	(362,970)	(370,229)	(377,634)	(385,187)	(1,851,873)
	(348,875)	(355,853)	(362,970)	(370,229)	(377,634)	(385,187)	(1,851,873)
Operations	(378,161)	(92,000)	(92,000)	(92,000)	(92,000)	(92,000)	(460,000)
Landfill tipping fees	(7,885,000)	(8,285,750)	(8,534,323)	(8,961,039)	(9,229,870)	(9,506,766)	(44,517,748)
Grants in lieu of taxes	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)	(34,000)
Total Operating Revenues	(8,618,836)	(8,740,403)	(8,996,093)	(9,430,068)	(9,706,304)	(9,990,753)	(46,863,621)
Operating Expenditures							
Administration	609,610	609,322	609,322	609,322	609,322	609,322	3,046,610
Professional fees	768,010	778,883	785,322	791,826	798,394	805,027	3,959,452
Building ops	189,375	189,355	193,142	197,004	200,944	204,964	985,409
Veh & Equip ops	790,811	797,847	805,827	824,432	840,912	857,722	4,126,740
Operating costs	2,750,445	2,718,629	2,765,008	2,820,309	2,876,716	2,934,249	14,114,911
Wages & benefits	3,144,754	3,191,973	3,238,753	3,297,051	3,362,993	3,423,526	16,514,296
Contributions to reserve funds	2,095	417,820	802,095	902,095	902,095	902,095	3,926,200
Total Operating Expenditures	8,255,100	8,703,829	9,199,469	9,442,039	9,591,376	9,736,905	46,673,618
Operating (surplus)/deficit	(363,736)	(36,574)	203,376	11,971	(114,928)	(253,848)	(190,003)
Capital Asset Expenditures							
Capital expenditures	4,108,425	1,297,600	3,831,400	3,009,450	2,617,700	1,516,375	12,272,525
Transfer from reserves	(3,140,000)	(830,000)	(3,815,000)	(3,000,000)	(900,000)	(900,000)	(9,445,000)
New borrowing					(1,700,000)	(600,000)	(2,300,000)
Net Capital Assets funded from Operations	968,425	467,600	16,400	9,450	17,700	16,375	527,525
Capital Financing Charges							
New debt (principal & interest)					150,589	203,738	354,327
Total Capital Financing Charges					150,589	203,738	354,327
Net (surplus)/deficit for the year	604,689	431,026	219,776	21,421	53,361	(33,735)	691,849
Add: Prior year (surplus) / deficit	(1,010,460)	(903,876)	(472,850)	(253,074)	(231,653)	(178,292)	(2,039,745)
(Surplus) applied to future years	(405,771)	(472,850)	(253,074)	(231,653)	(178,292)	(212,027)	(1,347,896)

	2013 Budget	2014 Proposed Budget	2015	2016	2017	2018	Total
Operating Revenues							
Operations	(30,000)	(619,100)	(1,028,100)	(1,028,100)	(1,028,100)	(1,028,100)	(4,731,500)
Utility user fees	(3,853,715)	(3,482,893)	(3,302,893)	(3,368,950)	(3,446,329)	(3,525,256)	(17,126,321)
Miscellaneous	(47,625)	(47,495)	(47,495)	(47,495)	(47,495)	(47,495)	(237,475)
Total Operating Revenues	(3,931,340)	(4,149,488)	(4,378,488)	(4,444,545)	(4,521,924)	(4,600,851)	(22,095,296)
Operating Expenditures							
Administration	292,342	300,993	300,993	300,993	300,993	300,993	1,504,965
Professional fees	24,500	30,200	30,200	30,200	30,200	30,200	151,000
Building ops	2,681	2,681	2,681	2,681	2,681	2,681	13,405
Veh & Equip ops	1,385	1,485	1,485	1,485	1,485	1,485	7,425
Operating costs	3,499,775	3,700,391	3,811,403	3,906,688	3,984,822	4,064,518	19,467,822
Wages & benefits	139,506	197,153	190,110	193,532	197,403	200,956	979,154
Contributions to reserve funds	205	205	205	205	205	205	1,025
Total Operating Expenditures	3,960,394	4,233,108	4,337,077	4,435,784	4,517,789	4,601,038	22,124,796
Operating (surplus)/deficit	29,054	83,620	(41,411)	(8,761)	(4,135)	187	29,500
Capital Asset Expenditures							
Capital expenditures	950	1,200	150	125	450	125	2,050
Net Capital Assets funded from Operations	950	1,200	150	125	450	125	2,050
Capital Financing Charges							
Total Capital Financing Charges							
Net (surplus)/deficit for the year	30,004	84,820	(41,261)	(8,636)	(3,685)	312	31,550
Add: Prior year (surplus) / deficit	(95,835)	(176,335)	(91,515)	(132,776)	(141,412)	(145,097)	(687,135)
(Surplus) applied to future years	(65,831)	(91,515)	(132,776)	(141,412)	(145,097)	(144,785)	(655,585)



RDN REPORT		
CAO APPROVAL		✓
EAP		
COW	✓	
FEB 03 2014		
RHD		
BOARD		

MEMORANDUM

TO: Joan Harrison
Director of Corporate Services

DATE: February 11, 2014

FROM: Jacquie Hill
Manager of Administrative Services

SUBJECT: Disclosure of Contracts - 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 reasonably 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* for the year 2013 are listed in the table below:

Elected Official	Associated Business	Description of Contract	Value
Director Dave Willie	Black & White Party Rentals Ltd.	February 19, 2013 - Provision of rental supplies for Oceanside Place Lighting Grant Funding Announcement	\$33.99
Director Dave Willie	Black & White Party Rentals Ltd.	March 11, 2013 - Provision of rental supplies for the Henry Morgan Park Ground Breaking	\$16.33
Director Dave Willie	Black & White Party Rentals Ltd.	October 3, 2013 - Provision of rental supplies for the Henry Morgan Park Opening	\$24.38
Director Dave Willie	Black & White Party Rentals Ltd.	October 4, 2013 – Purchase of a new portable tent to be shared by Parks and Recreation	\$274.40
Director Dave Willie	Black & White Party Rentals Ltd.	November 29, 2013 - Provision of rental supplies for the D69 Performance Recognition Reception at Oceanside Place	\$50.57

FINANCIAL IMPLICATIONS

There are no financial implications related to this report.

ALTERNATIVES


1. That the report titled "Disclosure of Contracts - 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 in 2013 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

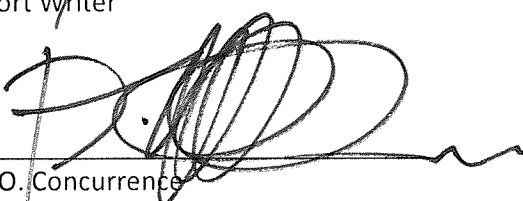
That the report titled "Disclosure of Contracts - Section 107(1) of the *Community Charter*" be received for information.



Report Writer



Director Concurrence



C.A.O. Concurrence



KUN REPURI	
CAO APPROVAL	
EAP	
COW	✓
JAN 23 2014	
RHD	
BOARD	

MEMORANDUM

TO: Joan Harrison
Director of Corporate Services

DATE: January 10, 2014

FROM: Mike Moody
Manager, Information Services

SUBJECT: 2014 - Report - Rogers Cell Tower Agreement and Renewal Extension

PURPOSE:

To provide the Board with a new offer from Rogers Communications Inc. (Rogers) to renew the current Statutory Right of Way Agreement for the Rogers cell tower situated on the Regional District of Nanaimo (RDN) property at 6300 Hammond Bay Rd., Nanaimo and to seek Board direction on Rogers offer and request for one additional five-year extension commencing June 1, 2023.

BACKGROUND:

The RDN has had a Statutory Right of Way Agreement with Rogers for a cell tower situated on RDN property at 6300 Hammond Bay Rd., Nanaimo since 2003. In 2008, the RDN and Rogers signed a new agreement for three consecutive five-year terms as follows:

- June 1, 2008 – May 31, 2013
- June 1, 2013 – May 31, 2018
- June 1, 2018 – May 31, 2023

Rogers also requested that two additional five-year extensions be added to the agreement commencing June 1, 2023 and June 1, 2028. For the 2008 – 2013 term the RDN received \$10,500 per year from Rogers for rent, up from the previous amount of \$7,500 per year. In February 2013 Rogers offered a new rate of \$11,550 per year for the 2013 – 2018 term, which was a 10% increase.

After initial investigation of similar Rogers cell tower rental rates in the proximity of the cell tower on the RDN property at 6300 Hammond Bay Rd., it was determined that the recent offer from Rogers was within prevailing market rates.

At the April 23rd Board meeting the Board adopted a motion to accept the rate increase to \$11,550 per year for five years and to not extend the agreement for the two five-year extensions requested by Rogers. After communicating this to Rogers, the company has offered the RDN a new rate of \$12,600 per year for five years if the Board would grant Rogers one additional five year extension to the agreement commencing June 1, 2023.

ALTERNATIVES:

Alternative 1 – To accept the new offer from Rogers Communications Inc. of \$12,600 per year for the 2013 – 2018 term and to allow one additional five-year extension commencing June 1, 2023 for the Statutory Right of Way Agreement.

Alternative 2 – To not accept the new Rogers Communications Inc. offer for the 2013 – 2018 term and to not add one additional five-year extension for the Statutory Right of Way Agreement, thereby defaulting back to the Board’s April 23, 2013 decision to accept the rate of \$11,550 per year for five years and not to extend the agreement for any additional terms.

FINANCIAL IMPLICATIONS:

Alternative 1 – From 2013 – 2018, the yearly income would be \$12,600 for renting the space for the Rogers cell tower under the Statutory Right of Way Agreement. Future amounts would be negotiated prior to each new term. This alternative for a new agreement with Rogers would have expected income up to May 31, 2028.

Alternative 2 – From 2013 – 2018 the yearly income will be \$11,500 per year for renting the space for the Rogers cell tower under the current Statutory Right of Way Agreement with no additional five year extensions added to the agreement. The current agreement with Rogers would have expected income up until May 31, 2023.

SUMMARY:

Rogers has had a cell tower on RDN property at 6300 Hammond Bay Rd., Nanaimo since 2003. Rent for that cell tower is paid on a yearly basis. For the 2008 agreement term the RDN and Rogers renegotiated and agreed upon a new yearly rent amount of \$10,500 based on prevailing market rates. The previous five-year term (2003 – 2008) rental amount was \$7,500 per year.

The Board resolved at the April 23rd Board Meeting to accept the Rogers offer of a yearly rate of \$11,500 but declined to give Rogers the two – five year extensions to the agreement. Rogers has increased their offer to \$12,600 per year and has asked for one additional five-year extension to be added to the Statutory Right of Way Agreement (commencing June 1, 2023).

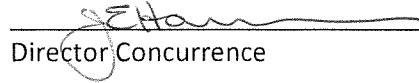
The RDN and Rogers have had a positive business relationship these past 10 years and staff recommend a continuance of this Statutory Right of Way Agreement with the addition of one five-year term extension and acceptance of Rogers rental rate increase of \$12,600 / year for the next five-year term.

RECOMMENDATION:

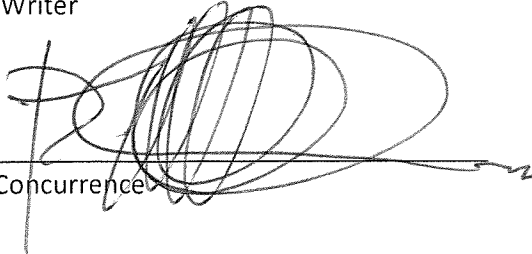
That the Board approve the offer from Rogers Communications Inc. of \$12,600 per year for the 2013 – 2018 term and to allow one additional five-year extension commencing June 1, 2023 for the Statutory Right of Way Agreement for the cell tower at 6300 Hammond Bay Rd., Nanaimo.



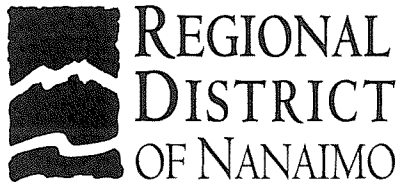
Report Writer



Director Concurrence



C.A.O. Concurrence



RDN REPORT	
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MEMORANDUM

TO: Larry Gardner
Manager of Solid Waste

DATE: January 9, 2014

FROM: Jeff Ainge
Zero Waste Coordinator

FILE: 5370-00

SUBJECT: Bylaw 1591.04 - Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw

PURPOSE

To introduce a bylaw to amend “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010” to reflect the user fees in the 2014 – 2018 financial plan.

BACKGROUND

The Regional District of Nanaimo’s (RDN) residential garbage and recycling collection program is a compulsory service set up under Local Service Establishment Bylaw No. 793 and applies to the entire region with the exception of the City of Nanaimo (CON). The program is funded entirely by user fees.

Attached to this report is the bylaw amendment to reflect the user fees applied in the 2014 financial plan.

The Collection Service

The RDN’s curbside service provides weekly collection to over 27,300 households throughout the region, excluding the CON. The collection service is contracted to BFI Canada who operates from a facility in Parksville. Since 2010, single family households receiving curbside service have been sorting their household waste into three material streams: Food Waste which is collected weekly; Garbage which is collected every-other-week; and Recycling which is collected on the alternate week to Garbage.

Diversion Rates

In 2013, the diversion statistics remained reasonably static when compared with the previous two years. Table 1 shows the weights of materials collected at the curb expressed as kilograms per household. The impact on garbage weights resulting from implementing food waste collection is clear. The dip in recycling weights for 2011 can be attributed to removing glass containers from curbside blue box collection.

Table 1: Curbside Material Collected – Annual Comparison - Kg per household per year

<i>Kg per household/year</i>	2009	2010	2011	2012	2013
Garbage (kg)	283	272	177	165	165
Recyclables (kg)	123	121	109	112	109
Food Waste (kg)	5	23	106	108	107

In terms of diversion, an impressive 57% of RDN curbside customers’ household waste is being diverted from landfill. The City of Nanaimo reports very similar diversion rates for those serviced by their collection program.

Program Administration

In 2013, the Regional Board gave consideration to two issues that impact the administration of this program. The first was the changes made to the Provincial Recycling Regulation and the Board’s decision to become a collector of Packaging and Printed Paper (PPP) under contract to the new stewardship group Multi-Material BC (MMBC). By signing on with MMBC, the RDN will receive financial incentives to offset the cost of the collection. This new relationship and the receipt of financial incentives will take effect May 19, 2014.

The second item affecting the curbside collection program budget is the Board’s decision to approve an increased tipping fee paid to the private composting facility (ICC Group) for the disposal of food waste. The increased tipping fee takes effect upon completion of certain facility upgrades, which staff anticipates will be in place mid-year.

ALTERNATIVES

1. Adopt “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04”.
2. Do not amend the bylaw and amend the 2014 financial plan accordingly.

FINANCIAL IMPLICATIONS

The 2014 user rates in the attached bylaw amendment vary from those proposed in earlier financial plans. The proposed fees are reduced as a result of a partial year of MMBC financial incentives, however this revenue is somewhat negated by anticipating increased food waste tipping fees taking effect later in the year.

The annual user fee for weekly food waste collection and bi-weekly garbage and recycling will decrease from \$147.75 charged in 2013 to \$133.20 (discounted prompt payment rates shown). Over 90% of customers take advantage of the prompt payment rate which applies a 10% discount if paid by the due date. The user fee for the service provided to the Town of Qualicum Beach (weekly food waste collection and bi-weekly recycling collection – not garbage) will decrease from \$106.60 charged in 2013 to \$91.80.

The RDN curbside collection program is entirely funded by user fees. These fees are set each year and cover the expenses associated with collection (61%), disposal (21%), program communications (2%),

costs of goods sold (1%) and administration (15%). The proposed user fee assumes the contracted collection rates rise slightly to reflect Consumer Price Index increases over the past year. The user fees also take into account an increase in landfill tipping fees from \$120 per tonne in 2013 to \$125 per tonne in 2014.

STRATEGIC PLAN IMPLICATIONS

The user fees for the solid waste and recycling collection service reflect the costs associated with the contracted collection, disposal, program administration, and education and communications. The curbside program contributes to the region’s sustainability goals by encouraging residents to reduce the amount of waste they send to the landfill thereby saving expensive landfill capacity as well as reducing GHG emissions.

As a result of food waste collection, the 27,300 households served by the RDN’s collection program have succeeded in limiting the amount of their household waste going to landfill. In 2013, each household on average sent 165 kg of garbage to the landfill, while 216 kg of food waste and recyclables were diverted from disposal. This performance is mirrored by the CON collection program.

The residential waste sector makes up 25% of the total waste generated in the district; the commercial, industrial, and multi-family sectors account for the bulk of waste generation. The diversion achieved by residents through the curbside programs contributes to the region-wide multi-sector total diversion rate, which is currently 70% of all generated waste.

SUMMARY

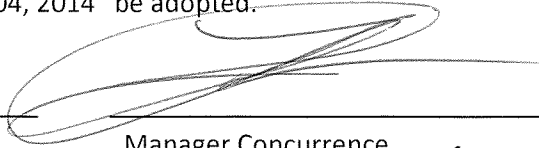
The Solid Waste and Recycling Collection Service is funded entirely by user fees. The 2014 user fee decreases as a result of the RDN becoming a collection service provider to Multi-Material BC. The user fees cover contracted collection service fees, tipping fees at disposal facilities, administration and communications.


Staff recommends that the Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591 be amended to reflect the user fees in the 2014 financial plan.


RECOMMENDATIONS

1. That “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04, 2014” be introduced and read three times.
2. That “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04, 2014” be adopted.

Report Writer 

Manager Concurrence 

General Manager Concurrence 

CAO Concurrence 

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1591.04

A BYLAW TO AMEND THE SOLID WASTE AND RECYCLING
COLLECTION SERVICE RATES AND REGULATIONS BYLAW

WHEREAS the Regional District of Nanaimo established the Solid Waste and Recycling Collection Service pursuant to Bylaw No. 793, cited as "Recycling and Compulsory Collection Local Service Establishment Bylaw No. 793, 1989";

AND WHEREAS the Regional District of Nanaimo adopted a rates and regulations bylaw in relation to the Solid Waste and Recycling Collection Service, cited as "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates And Regulations Bylaw No. 1591, 2010";

AND WHEREAS the Board of the Regional District of Nanaimo wishes to update user rates;

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

1. Amendments

"Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010" is amended as follows:

- (a) By deleting Schedule 'A' and replacing it with the Schedule 'A' attached to and forming part of this bylaw.

2. Citation

This bylaw may be cited as "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.04, 2014".

Introduced and read three times this ___ day of _____, 2014.

Adopted this ___ day of _____, 2014.

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany
 "Regional District of Nanaimo Solid
 Waste and Recycling Collection
 Service Rates and Regulations
 Bylaw No. 1591.04, 2014".

Chairperson

Corporate Officer

SCHEDULE 'A'

BYLAW NO. 1591

User Fees associated with Collection of Garbage, Food Waste and Recyclable Materials

The rates in this schedule apply to the jurisdictions as outlined in the body of this bylaw.

Service Area	Prompt Payment Rate (rates rounded for convenience)	Payment after Due Date	Other Charges
Electoral Areas ⁽¹⁾	\$133.20	\$148.00	
City of Parksville ⁽¹⁾	\$133.20	\$148.00	
District of Lantzville ⁽¹⁾	\$133.20	\$148.00	
Town of Qualicum Beach ⁽²⁾	\$91.80	\$102.00	
Recycling Only ⁽³⁾	\$31.50	\$35.00	
Tags for set out of additional Garbage Containers (excluding Town of Qualicum Beach)	-	-	\$2.00 per garbage container
Green Bin food waste containers			\$25.00 ⁽⁴⁾ each

Explanation of Service Level Container Limits included in Basic Rate

(1) Service Level Basic Rates Container Limits =

The basic rate will include up to one container of Residential Garbage per collection period (one container per two weeks), one container of Residential Food Waste per collection period (one container per week), and unlimited Recyclable Materials per collection period.

(2) Service Level Basic Rates Recycling and Food Waste Collection for Town of Qualicum Beach =

The basic rate will include up to one container of Residential Food Waste per collection period (one container per week), and unlimited Recyclable Materials per collection period.

(3) Service Level Basic Rates Recycling Only Collection =

The basic rate includes unlimited Recyclable Materials only per collection period.

(4) \$25 charge for Green Bin food waste container includes taxes.



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MEMORANDUM

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

DATE: February 3, 2014

FROM: Jack Eubank
Bylaw Enforcement Officer

FILE: CE201300283

SUBJECT: 2533 Island Highway East – Electoral Area “E” – Unsightly Premises

PURPOSE

To obtain Board direction regarding an ongoing property maintenance contravention on the subject property.

BACKGROUND

Property: 2533 Island Highway East, Nanoose Bay B.C.
 Legal Description: Lot 2, District Lot 79, Nanoose District, Plan 13501
 Property Owners: Richard S Juneau & Carol Muldoon

In December, 2012, Regional District Staff received a complaint concerning the unsightly condition of the above noted property. This property has been subject of several previous complaints concerning substantial accumulations of derelict vehicles, debris and disused material. On two previous occasions (2004 and 2009) the Board adopted resolutions directing the owners to clean up the property. In those instances, sufficient improvements were made to the condition of the property by the owners. In recent years however the property condition has deteriorated considerably.

Following the most recent complaint, Staff conducted an inspection of the property, which borders the Island Highway in Nanoose Bay, and found an extensive accumulation of material covering the entire property, including machinery, derelict vehicles, automotive parts, construction material, scrap metal and wood, appliances and household garbage (see photos Attachment No. 1).

The owners were directed in writing to clean up the property and have failed to do so. It is apparent that the owners will not voluntarily undertake the removal of the debris or maintain the property in compliance with Regional District of Nanaimo regulations.

ALTERNATIVES

1. That the owners be directed to bring the property into compliance with Regional District of Nanaimo regulations.
2. Take no further action with respect to the condition of the subject property.

FINANCIAL IMPLICATIONS

If the Board adopts a resolution to have the identified discarded and disused material removed from the property, any costs incurred by the Regional District of Nanaimo or its agents with respect to the removal may be recovered from the property owner. If unpaid on December 31 in the year in which the work is done, the costs may be added to taxes in arrears or be collected as a debt.

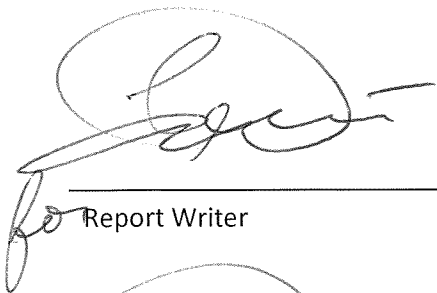
CONCLUSION

In December, 2012, Regional District Staff received a complaint concerning the unsightly condition of the above noted property. This property has been the subject of several previous complaints concerning substantial accumulations of derelict vehicles, debris and and disused material. On two previous occasions (2004 and 2009) the Board adopted resolutions directing the owners to clean up the property. In those instances, sufficient improvements were made to the condition of the property by the owners. In recent years however the property condition has deteriorated considerably.

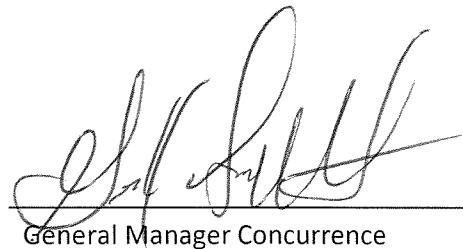
Following the most recent complaint, Staff conducted an inspection of the property and found an extensive accumulation of material covering the entire property, including machinery, derelict vehicles, automotive parts, construction material, scrap metal and wood, appliances and household garbage. Despite written and verbal direction from Regional District Staff, the owners have failed to clean up the property. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

RECOMMENDATION

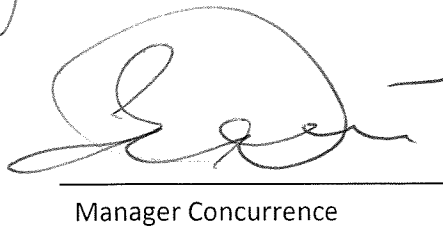
That the Board, pursuant to *Unsightly Premises Regulatory Bylaw No. 1073, 1996*, directs the owners of Lot 2, District Lot 79, Nanoose District, Plan 13501 (2533 Island Highway East), to remove the accumulation of machinery, derelict vehicles, automotive parts, construction material, scrap metal and wood, appliances and household garbage from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner’s cost.



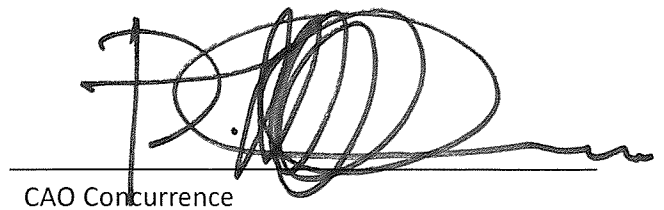
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

Attachment No. 1











CAG APPROVAL	
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MEMORANDUM

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

DATE: January 31 2014

FROM: Jack Eubank
Bylaw Enforcement Officer

FILE: CE201200278

SUBJECT: 6712 Island Highway West– Electoral Area “H” – Unsightly Premises

PURPOSE

To obtain Board direction regarding an ongoing property maintenance contravention on the subject property.

BACKGROUND

Property: 6712 Island Highway West, Bowser B.C.
 Legal Description: Lot 2, District Lot 85, Newcastle District, Plan 14562
 Property Owners: Michael J. Jarvis & Sigmund Johannesson

In December, 2012, Regional District Staff received a complaint concerning the unsightly condition of the subject property. During the initial inspection of this property, which borders the Island Highway in Bowser, staff found an accumulation of derelict vehicles and boats, automotive parts, scrap metal and discarded construction material scattered throughout the property in contravention of *Unsightly Premises Regulatory Bylaw No. 1073, 1996* . (see photos Attachment No. 1).

The owners were directed in writing to clean up the property however failed to do so. In September, 2013 staff received a letter from a lawyer representing the property owner requesting a description of the work required to bring the property into compliance with regulations. This was provided however several months later the condition of the property remains unchanged.

Despite written and verbal direction from Regional District Staff, the owner has failed to clean up the property. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

ALTERNATIVES

1. That the owners be directed to bring the property into compliance with Regional District of Nanaimo regulations.
2. Take no further action with respect to the condition of the subject property.

FINANCIAL IMPLICATIONS

If the Board adopts a resolution to have the identified discarded and disused material removed from the property, any costs incurred by the Regional District of Nanaimo or its agents with respect to the

removal may be recovered from the property owner. If unpaid on December 31st in the year in which the work is done, the costs may be added to taxes in arrears or be collected as a debt.

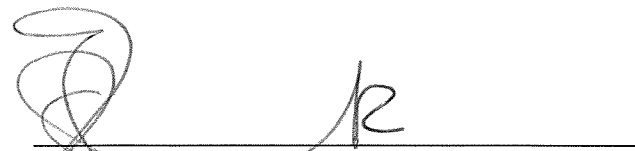
CONCLUSION

In December, 2012, Regional District Staff received a complaint concerning the unsightly condition of the subject property. An inspection confirmed the presense of derelict vehicles and boats, automotive parts, scrap metal and discarded construction material scattered throughout the property in contravention of *Unightly Premises Regulatory Bylaw No. 1073, 1996* .

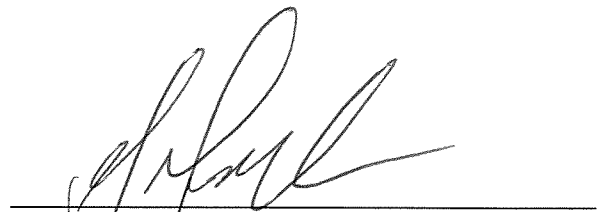
The owners were directed in writing to clean up the property however have failed to do so. In September, 2013 staff received a letter from a lawyer representing the property owner requesting a description of the work required to bring the property into compliance with regulations. This was provided however several months later the condition of the property remains unchanged. Despite written and verbal direction from Regional District Staff, the owners have failed to clean up the property. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

RECOMMENDATION


That the Board, pursuant to *Unightly Premises Regulatory Bylaw No. 1073, 1996*, directs the owner of Lot 2, District Lot 85, Newcastle District, Plan 14562 (6712 Island Highway West), to remove the accumulation of derelict vehicles and boats, automotive parts, scrap metal and discarded construction material from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner’s cost.




Report Writer



General Manager Concurrence

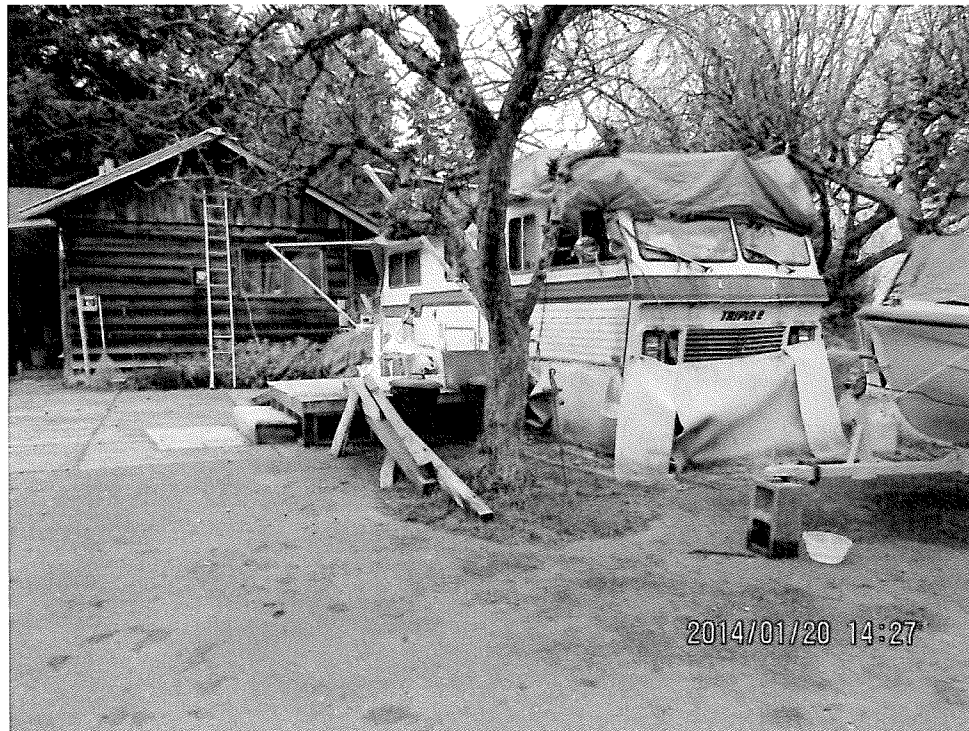


Manager Concurrence



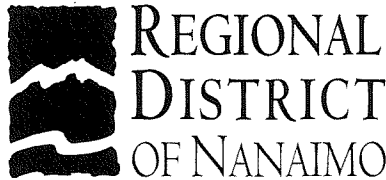
CAO Concurrence

Attachment No. 1









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MEMORANDUM

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

DATE: January 31, 2014

FROM: Jack Eubank
Bylaw Enforcement Officer

FILE: CE201200121

SUBJECT: 81 Noonday Road - Electoral Area "H" - Unsightly Premises

PURPOSE

To obtain Board direction regarding an ongoing property maintenance contravention on the subject property.

BACKGROUND

Property: 81 Noonday Road, Electoral Area "H"
 Legal Description: Lot 4, District Lot 22, Newcastle District, Plan 12132
 Property Owner: Sandra M Poje – 1059 James Ave., Coquitlam, B.C.

In July 2012, Regional District staff received a complaint about the unsightly condition of the subject property which is situated in an area of well-maintained homes. An inspection confirmed the presence of 2 derelict buses, discarded metal, bicycle parts, lumber and disused building material, in contravention of *Unsightly Premises Regulatory Bylaw No. 1073, 1996* (see photos Attachment No. 1). The owner was directed in writing to clean up the property and was given a lengthy period of time to do so. The property owner advised staff that she lives in the Lower Mainland area and relies on her tenants to maintain the property. Follow up inspections confirmed there has been no improvement in the condition of the property.

Despite written and verbal direction from Regional District Staff, the owner has failed to clean up the property. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

ALTERNATIVES

1. That the owner be directed to bring the property into compliance with Regional District of Nanaimo regulations.
2. No further action be taken with respect to the condition of the subject property.

FINANCIAL IMPLICATIONS

If the Board adopts a resolution to have the identified discarded and disused material removed from the property, any costs incurred by the Regional District of Nanaimo or its agents with respect to the removal may be recovered from the property owner. If unpaid on December 31st in the year in which the work is done, the expense may be added to taxes in arrears or be collected as a debt.

CONCLUSION

In July 2012, Regional District staff received a complaint about the unsightly condition of the subject property which is situated in an area of well-maintained homes. An inspection confirmed the presence of 2 derelict buses, discarded metal, bicycle parts, lumber and disused building material, in contravention of *Unsightly Premises Regulatory Bylaw No. 1073, 1996*. The owner was directed in writing to clean up the property and was given a lengthy period of time to do so. Despite written and verbal direction from Regional District Staff, the owner has failed to clean up the property. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

RECOMMENDATION

That the Board, pursuant to *Unsightly Premises Regulatory Bylaw No. 1073, 1996*, directs the owner of Lot 4, District Lot 22, Newcastle District, Plan 12132 (81 Noonday Road), to remove the accumulation of derelict vehicles, discarded metal, bicycle parts, lumber and disused building material from the property within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner's cost.



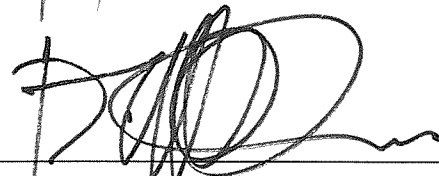
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

Attachment No. 1









RDN REPORT		###
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MEMORANDUM

TO: Paul Thompson
Manager of Long Range Planning

DATE: January 30, 2014

FROM: Lisa Bhopalsingh
Senior Planner

FILE: 1835 03 VIHA

SUBJECT: Funding Request - Capacity Building to End Homelessness Reserve Fund

PURPOSE

To consider a request from the Nanaimo Region John Howard Society (John Howard Society) for \$45,000 from the RDN’s Capacity Building to End Homelessness Reserve Fund.

BACKGROUND

In 2011 and 2012 Island Health (VIHA) provided the RDN with two grants totalling \$470,000 *“to support capacity building to end homelessness”* in the region. In June 2012, the RDN Board allocated 60% (\$282,000) of this funding to the City of Nanaimo on behalf of the Nanaimo Working Group on Homelessness (NWGH) and the Society of Organized Services (SOS) on behalf of the Oceanside Homelessness Task Force. The remaining \$188,000 was placed in a reserve fund for distribution at a later date.

The \$282,000 was distributed based on school district population resulting in \$196,000 allocated to the NWGH for use in District 68 and \$86,000 to Parksville and SOS for use in District 69. The decision to distribute these funds took into account that the RDN did not have a program to address homelessness and that it would be most effectively used to immediately benefit existing initiatives to address homelessness in District 68 and District 69. The reserve fund was established to provide the RDN Board with the option of supporting future worthwhile projects and/or, providing additional funds as requested by the two established programs to address homelessness in District 68 and District 69.

In October 2012, the NWGH used some of their funding to start a Rental Support Program administered by the John Howard Society. The program was intended to provide housing for difficult to house people who were homeless or at risk of being homeless. This partnership project has been deemed a success by both the NWGH and the John Howard Society. Since the program started in October 2012, *“thirteen individuals have been successfully housed in the program and the six units that are currently subsidized are full.”*

The Nanaimo Region John Howard society is seeking \$45,000 to continue the Rental Support Program for another year (see Attachment 1). The NWGH passed a motion on January 16, 2014, in support of this application and provided a letter of support for the funding request (see Attachment 2).

DISCUSSION

As of January 2014, the RDN's Capacity to End Homelessness Reserve Fund remains at \$188,000. The RDN does not have any proposed projects in 2014 departmental work plans that apply to the criteria for use of the reserve fund. Providing the \$45,000 requested by the John Howard Society will enable the Rental Support Program to continue. This would allow for funding to be put to immediate use where it will provide direct benefit to individuals in need. The attached support letter from the NWGH states that the Rental Support Program:

"... has shown itself to be a cost effective way to help people move from living on the streets to living in a home, and to successfully maintain their tenancy in that home."

The proposed project will provide a rent subsidy for up to six rental units for individuals experiencing homelessness or who are at risk of homelessness. The project also includes a tenant support staff to help tenants maintain their housing and develop good working relationships with private landlords. Important project goals involve enhancing tenancy skills and supporting tenants to transition to non-subsidized housing units.

The funding request for the Rental Support Program is consistent with Island Health's funding criteria to support capacity building initiatives to end homelessness and in keeping with the Government of Canada's Homelessness Partnering Strategy (HPS) which is focused on the Housing First model.

ALTERNATIVES

1. Allocate \$45,000 from the Capacity Building to End Homelessness reserve fund to the Nanaimo Region John Howard Society to continue a Rental Support Program for another year.
2. Not allocate \$45,000 from the Capacity Building to End Homelessness reserve fund to the Nanaimo Region John Howard Society to continue a Rental Support Program for another year.

FINANCIAL IMPLICATIONS

The RDN currently has \$188,000 in a reserve fund for Capacity Building to End Homelessness. The reserve fund is intended to allow the RDN Board to provide support for future projects they consider to be of value to ending homelessness in the region. The reserve fund also allows for a municipality or electoral area to request support for future homelessness initiatives.

The request for funding from the John Howard Society to continue the Rental Support Program meets the criteria of building capacity to end homelessness. The project is supported by the NWGH and helps implement the City of Nanaimo's program to address homelessness. The NWGH have been working to address homelessness since 2001. Based on their expertise, they believe *"that the program represents good value for money, and that it helps those who have not benefited from existing programs such as supported housing or the emergency shelters."*

There is sufficient money in the reserve fund to provide the \$45,000 requested. Should the RDN Board allocate \$45,000 for the Rental Support Program this would leave \$143,000 for distribution for future projects that support capacity building to end homelessness.

STRATEGIC PLAN IMPLICATIONS

Under the action area of Strategic and Community Development, the Rental Support Program contributes to Action 3(d) that directs the RDN to work with other organizations to establish partnerships and build capacity to address homelessness in the region. A safe, comfortable and affordable place to live for everyone is a vital part of a sustainable region. The State of Sustainability Report identified two particular social sustainability characteristics of particular relevance to homelessness - poverty is minimized and residents can meet their basic needs; and, housing is affordable with availability of different types and sizes of housing. Of concern is that the indicators for these two characteristics show the region is well below average compared to other areas and the trends are worsening. Additional efforts to end homelessness are needed to improve the region's social sustainability.


The Rental Support Program run by the John Howard Society in partnership with the NWGH is an effective and practical project that meets the needs of those experiencing or at risk of homelessness. This project is an example of a relatively low cost but high impact initiative that works towards achieving the goal of ending homelessness in the region and improving the region's social sustainability.

CONCLUSIONS

Island Health provided \$470,000 to the RDN to fund capacity building initiatives in the Region to end homelessness in 2011 and 2012. The RDN distributed 60% of this funding to organizations working to end homelessness. The remaining 40% of this funding was placed in a reserve fund to allow future projects to be considered for support. There is currently \$188,000 in the reserve fund. The John Howard Society with the support of the NWGH is seeking \$45,000 to continue a Rental Support Program that meets the criteria of a capacity building initiative to end homelessness. If granted, the funding would be used to continue a successful initiative to provide housing support for those experiencing or at risk of homelessness whose needs are not met through other programs.


RECOMMENDATION

That the RDN Board allocate \$45,000 from the reserve fund to the Nanaimo Region John Howard Society to continue the Rental Support Program that directly supports those at risk of or experiencing homelessness in the region.

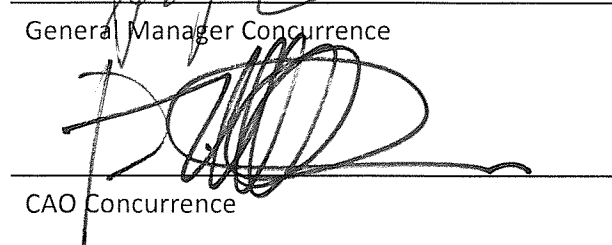


Report Writer

Manager Concurrence



General Manager Concurrence



CAO Concurrence

Attachment 1

John Howard

Nanaimo Region John Howard Society

200-1585 Bowen Road, Nanaimo, BC V9S 1G4 • Bus: 250.754.1266 Fax: 250.754.2340

Email: jhsnan@shawcable.com • Website: www.jhsnan.org

January 21, 2014

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

Re: Rental Support Program application for funds designated for capacity building to end homelessness.

Dear Joe and the Regional District of Nanaimo Board of Directors,

Since October 2012, The Nanaimo Region John Howard Society has been operating a Rental Support Program which was initiated and is supported by the Nanaimo Working Group on Homelessness. This request is to propose that the Nanaimo Region John Howard Society receive 45,000.00 from the funds designated for capacity building to end homelessness. At risk, and difficult to house individuals can continue to be placed in the current rental support units and be provided with outreach support to connect these individuals with wraparound supports in the community. The Working Group will continue to oversee the project in partnership with the Nanaimo Region John Howard Society. Since the program has been operating, thirteen individuals have been successfully housed in the program and the six units that are currently subsidized are full. An excellent tenant relationship has developed with Widsten Properties who are supportive of this program, and enthusiastic about continuing to support the program.

The project would require a rent subsidy for the six units that are currently housing individuals and a Tenant Support Staff (.2 FTE). The Tenant Support Staff will be expected to work with current low barrier housing providers in the community and with staff of street outreach programs. The Tenant Support Staff will be directly involved in the review and selection process for tenancy and will support the individual to maintain housing and obtain needed supports. The Tenant Support Staff will also be expected to work with private landlords to increase positive relationships with these individuals.

Please find enclosed our application package for this project. Please contact me if you have any questions or concerns about the application.

Sincerely,



Taryn O'Flanagan
Executive Director

Fostering a Safe and Supported Community

Attachment 2



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

RE; Rental Support Program application for support

Dear Mr. Stanhope

Nanaimo's Working Group on Homelessness has been working since 2001 to create housing and support options for homeless people in our community. The rental support program, initiated by the NWGH in 2012, has shown itself to be a cost effective way to help people move from living on the streets to living in a home, and to successfully maintain their tenancy in that home. We are therefore writing to indicate our support for the application by the John Howard Society to extend the program for a further year.

At the most recent NWGH meeting, on January 16th, 2014, passed a motion unanimously "to support the application by John Howard Society to seek \$45,000 from the Regional District of Nanaimo Capacity Building to End Homelessness fund." It is our belief that the program represents good value for money, and that it helps those who have not benefited from existing programs such as supported housing or the emergency shelters.

As we move into the next round of the federal governments Homeless Partnering Strategy funding the NWGH will work closely with our non-profit partners and staff from Federal, provincial and municipal governments to strategically coordinate all expenditures aimed at ending homelessness in Nanaimo.

Sincerely

Paul Glassen
Chair, NWGH

Nanaimo Working Group on Homelessness, c/o City of Nanaimo, Community Planning Section, 455
Wallace Street, Nanaimo, BC V9R 5J6



RDN REPORT		[Signature]
CAC APPROVAL		
EAP		
COW	✓	
FEB 03 2014		
RHD		
BOARD		

MEMORANDUM

TO: Paul Thompson
 Manager of Long Range Planning

DATE: January 30, 2014

FROM: Lisa Bhopalsingh
 Senior Planner

FILE: 6780 30 ANN2013

SUBJECT: 2013 Annual Report on Regional Growth Strategy Implementation and Progress

PURPOSE

To present the second annual report documenting actions that show progress towards implementing the goals of the Regional Growth Strategy (RGS) since it was updated on November 22, 2011.

BACKGROUND

On November 22, 2011, the Regional District of Nanaimo (RDN) Board adopted an updated Regional Growth Strategy following the completion of the second major review since it was first adopted in 1997. The RGS represents a commitment by the RDN and its member municipalities to take a series of actions to improve the quality of life for present and future residents of the region.

Reporting annually on the actions taken to make progress toward RGS goals fulfills a requirement under the *Local Government Act* and meets a commitment to implementation reflected in RGS Policy 5.2.1. Annual progress reports are also consistent with the direction of the 2013-2015 Board Strategic Plan which identifies *Monitoring and Communication* as a *Strategic Priority* stating that:

“Communicating progress within the RDN organization, municipalities and electoral areas, and with residents will elevate awareness and encourage dialogue on key issues”
 (RDN 2013-2015 Board Strategic Plan, page 9).

The attached 2013 Annual Report has been prepared by staff to fulfill reporting requirements and commitments. The report briefly describes the RGS purpose, vision and goals in order to set the stage for documenting actions undertaken by the RDN and its member municipalities (City of Nanaimo, District of Lantzville, City of Parksville and Town of Qualicum Beach). These actions show how the RGS has been implemented during 2013.

The 2013 Annual Report does not attempt to measure the effectiveness of actions, nor does it make any recommendations for adjusting policies to improve performance. A process for setting performance targets and selecting indicators to measure and evaluate the implementation of the RGS is a priority for 2014.

ALTERNATIVES

1. To receive the Regional Growth Strategy 2013 Annual Report as presented.
2. To not receive the Regional Growth Strategy 2013 Annual Report and provide staff with alternate direction.

FINANCIAL IMPLICATIONS

There are no financial implications involved with receiving the information in the 2013 Annual Report. While this report identifies ongoing actions to implement the RGS for 2014, the costs of these actions have been accounted for in RDN budgets for 2014.

LAND USE IMPLICATIONS

Land Use and Sustainability Implications

The aim of the RGS is to influence and guide regional development in order to create more sustainable communities. The 2013 Annual Report shows how a variety of actions undertaken by the RDN and its member municipalities work towards achieving RGS goals that include addressing climate change, environmental protection and enhancing economic resilience.

The report initially discusses two studies (Rural Village Centres Study and Industrial Lands Supply and Demand Study) that directly fulfill implementation actions identified in the RGS. Although these studies do not result in any immediate changes, their purpose is to enable the RDN Board to make informed decisions about land use by providing a better understanding of the long term implications of different development proposals and land use policies on the environment and overall regional sustainability.

Specific actions undertaken by both the RDN and member municipalities that have a direct influence on the environmental impacts and overall sustainability of the region are listed in the report. This includes actions that influence transportation choices aimed at reducing energy use and improving mobility such as increased transit frequency on specific routes, expanded transit service areas, the creation of new trails, providing infrastructure to support use of energy efficient vehicles, and initiatives supporting energy efficient buildings and development.

Public Consultation Implications

Participants during the RGS public consultation process identified a desire to be better informed about how decisions are made and how implementation occurs. The attached 2013 Annual Report is a communication tool that helps meet 2013-2015 Board Strategic Plan communication objectives and RGS policies relating to being accountable and transparent to the public about how the RGS is being implemented and the results of the projects that are undertaken. For the 2013 Annual Report to be an effective communication tool it will need to be promoted by using different channels (print media, earned media, web media and social networks) so that people are aware of its existence.

All of the RGS implementation studies and many of the other projects listed in the report involved opportunities for public consultation. This includes the efforts undertaken by member municipalities.

Inter-governmental Implications

The drafting of the attached report reflects information sharing and collaboration between RDN and member municipality staff to include information on their actions to implement the RGS.

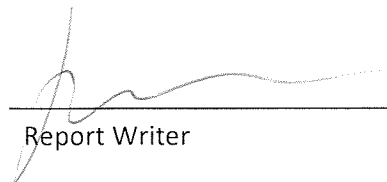
Sharing and distributing the 2013 Annual Report to neighbouring jurisdictions will support ongoing transparent communication about RDN activities. This is an important part of maintaining and strengthening relationships with neighbouring regional, municipal and First Nation governments.

SUMMARY/CONCLUSIONS

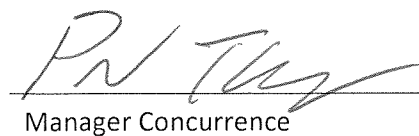
The attached 2013 Annual Report meets the requirements of the *Local Government Act* to prepare an annual report showing progress toward reaching the goals of the RGS. The report describes and lists actions taken by the RDN and its member municipalities that contributed to achieving the goals of the RGS during 2013.

RECOMMENDATIONS

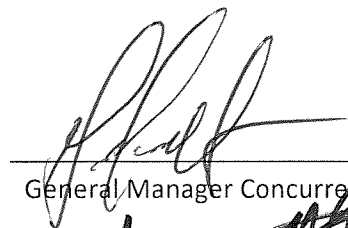
1. That the Regional Growth Strategy 2013 Annual Report be received.
2. That staff be directed to distribute and use the 2013 Annual Report as part of efforts to raise awareness and provide education about the RGS and its implementation.



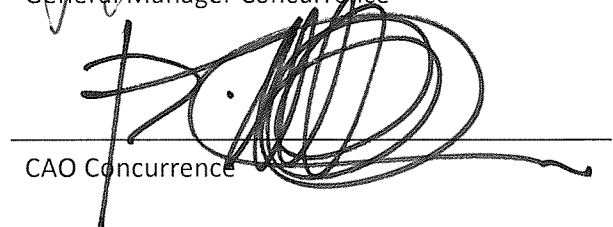
Report Writer



Manager Concurrency



General Manager Concurrency



CAO Concurrency

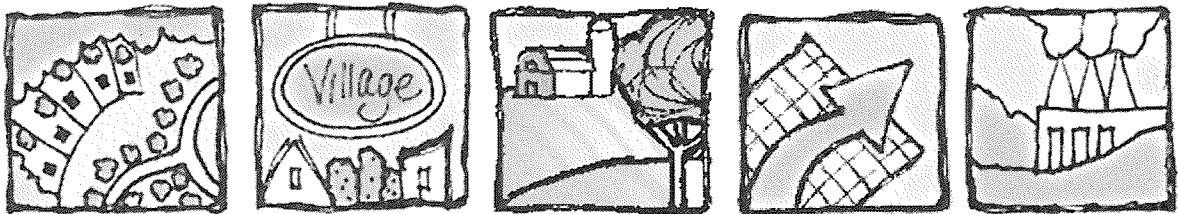
Attachment 1

2013 Annual Report Regional Growth Strategy Implementation and Progress

2013 Annual Report

Regional Growth Strategy

Implementation & Progress



DRAFT

January 30, 2014

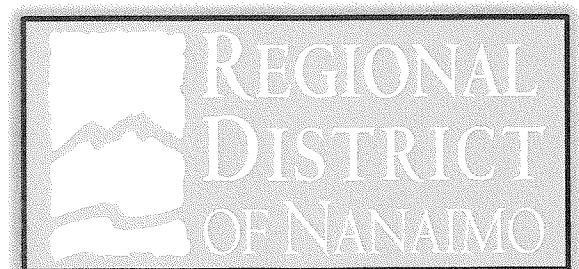


TABLE OF CONTENTS

1	Overview	3
2	RGS Role & Purpose	4
3	RGS Vision	6
4	RGS Principles.....	6
5	RGS Goals.....	7
6	Implementation – 2013.....	8
6.1	Actions Supporting Education and Awareness	8
6.2	RGS Implementation Studies	8
6.3	RGS Implementation Projects	10
6.4	RDN Actions that Implement the RGS	11
6.5	Collaborative Actions	16
7	Member Municipality Actions.....	20
7.1	City of Nanaimo.....	20
7.2	District of Lantzville.....	22
7.3	City of Parksville	23
7.4	Town of Qualicum Beach	25
8	Implementation - 2014	26
Appendix 1:	Summary of RGS Implementation Actions	26
Appendix 2:	RGS 2013 Education and Awareness Outreach Activities.....	30

MAPS

Map 1:	RGS Application.....	4
Map 2:	RGS Growth Containment Boundary and Land Use Designations.....	5
Map 3:	Areas included in the Rural Village Centres Study.....	9

1 OVERVIEW

The Regional Growth Strategy (RGS)¹ is a strategic plan adopted by the Regional District of Nanaimo (RDN) Board that aims to establish a more sustainable pattern of population growth and development in the region over a twenty-five year period. The RGS encourages and directs most new development in the region within designated Growth Containment Boundaries, thereby keeping urban settlement compact, protecting the integrity of rural and resource areas, protecting the environment, increasing servicing efficiency, and retaining mobility within the region.

The RGS represents a commitment by the RDN and its member municipalities to take a series of actions to improve the quality of life for present and future residents of the region. Part of this commitment involves being accountable to residents about how the RGS is being implemented and the level of progress being made towards reaching the goals of the RGS.

The 2011 RGS addresses implementation in Section 5, stating that: *“Being accountable for progress towards achieving the goals of this RGS requires a commitment to implementation, target-setting, establishing indicators, and monitoring”*. Reporting on annual progress shows a commitment to implementation and fulfills a requirement under the Local Government Act *“to prepare an annual report on implementation and progress towards the goals and objectives of the RGS”* (RGS Policy 5.2.1).

This Annual Progress Report briefly describes the RGS purpose, vision and goals in order to set the stage for documenting actions taken in 2013 that showed progress towards implementing the RGS. Appendix 1 of this report also provides a summary of all actions taken to implement the RGS since it was updated in late 2011.

It is important to note that this Annual Progress Report does not attempt to measure how effective these implementation actions are, nor does it make recommendations for adjusting policies to improve performance. Setting performance targets and developing measures to monitor and evaluate the implementation of the RGS is part of a process started in 2013 and to be continued during 2014. This process will involve selecting indicators that measure and help evaluate the effectiveness of RGS policies in working towards the goals and vision of the RGS.

¹ On November 22, 2011, the Regional District of Nanaimo (RDN) Board adopted "Regional District of Nanaimo Regional Growth Strategy Bylaw No. 1615". This document replaced the 2003 Regional Growth Strategy (RGS) and represents the second time that the RGS has been fully reviewed and updated since it was first adopted in 1997.

2 RGS ROLE & PURPOSE

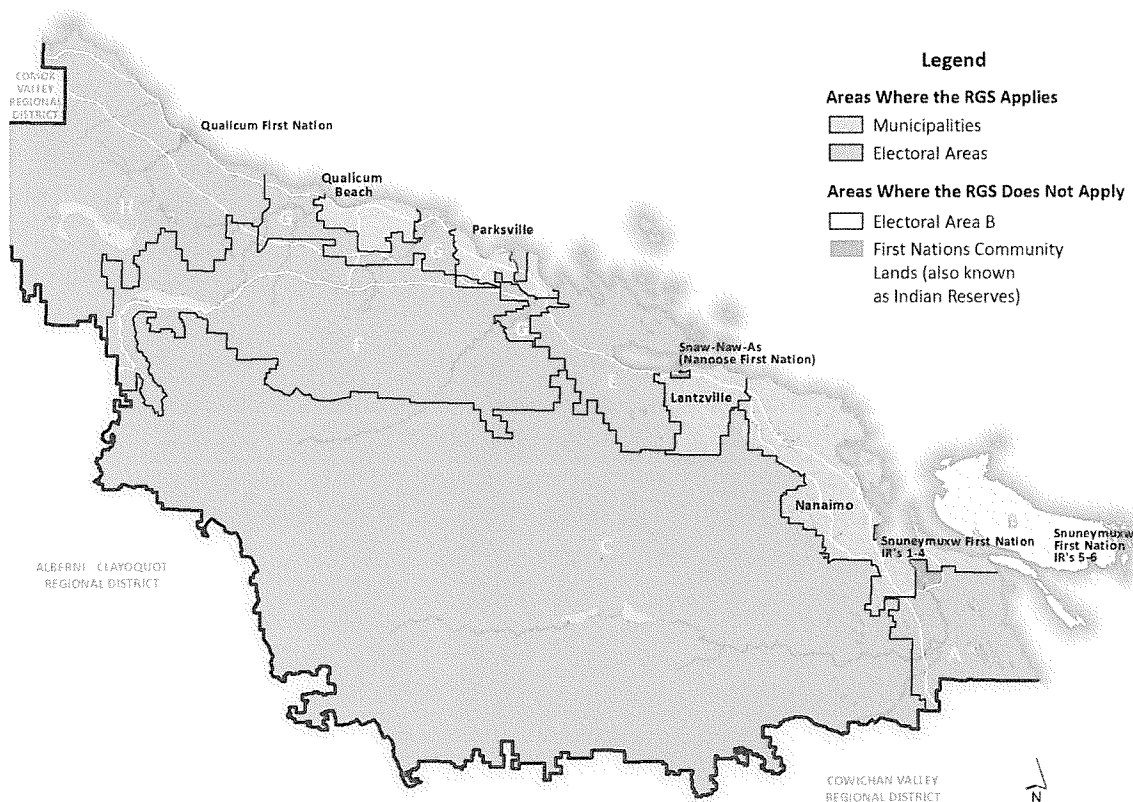
The purpose of the RGS is to "promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources". Ultimately, it is a coordinated plan to manage growth in the region in a sustainable manner.

The first RGS was adopted in 1997 in response to residents' concerns about the impacts of rapid population growth and development in the late 1980s and early 1990s. Given that the impacts of growth cross jurisdictional boundaries, it was recognized that a coordinated approach to community planning was necessary to effectively address growth management issues.

The RGS provides a framework for member municipalities and the RDN to coordinate growth management issues that cross local government boundaries. The RGS also provides a mechanism to connect with provincial ministries and agencies who have jurisdiction in areas that impact land use and community planning and whose resources are needed to implement projects and programs. Inter-jurisdictional coordination is essential to protecting our environment and achieving a high quality of life for present and future residents in the region.

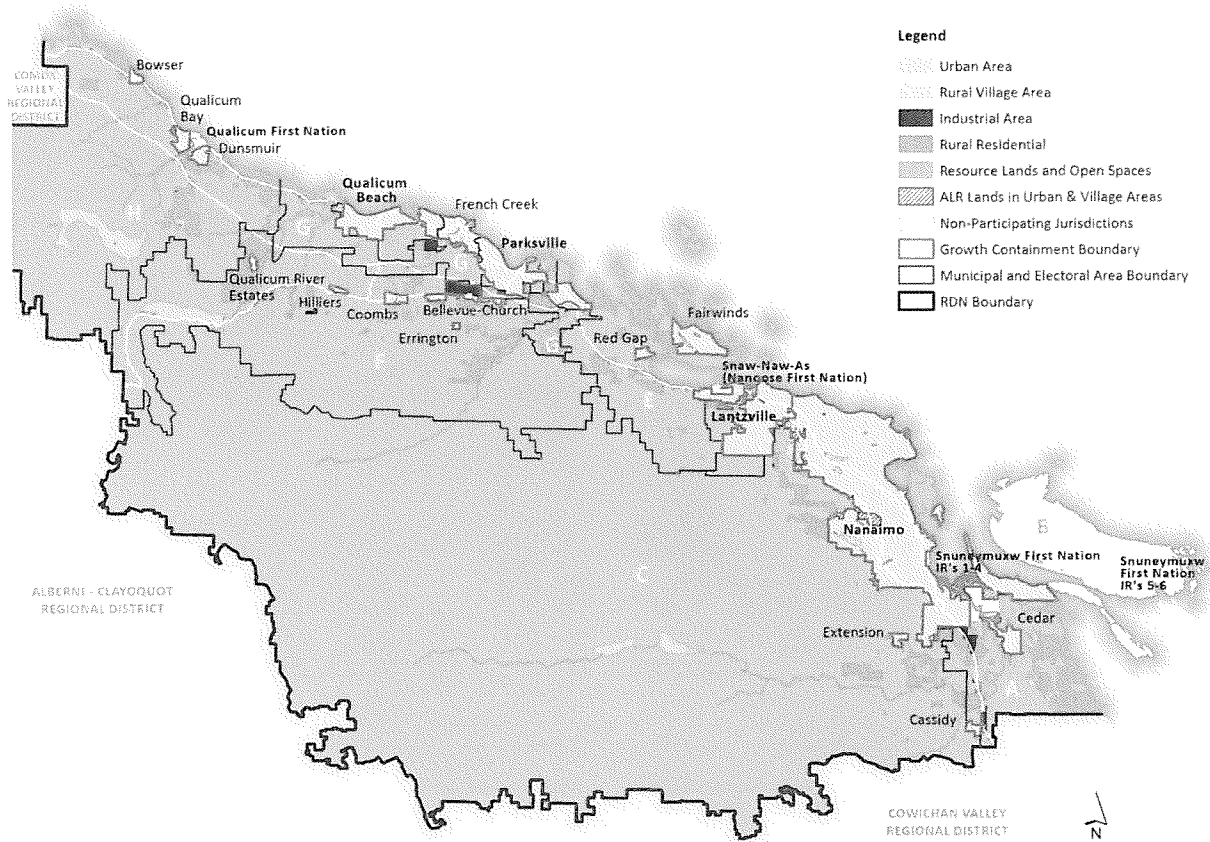
The RGS applies to six electoral areas and four municipalities within the region as shown by the map below. The RGS does not apply to Gabriola, Decourcy and Mudge Islands (Electoral Area B) as they fall under the jurisdiction of the Islands Trust. It also does not apply to lands under the jurisdiction of First Nations (Qualicum First Nation, Snaw-Naw-As (Nanoose First Nation) and Snuneymuxw First Nation).

Map 1: RGS Application



The RGS uses a line on a map called a Growth Containment Boundary (GCB) to separate areas designated for future growth from other areas where environmental protection and resource values are a priority. Lands designated as Urban Area within municipalities are intended to absorb the majority of the region’s future growth. In the RDN’s electoral areas, land designated as Rural Village Areas are intended to accommodate lower levels of growth more compatible with their rural settings. Development within the GCB (Urban and Rural Village Areas) is intended to be diverse and provide places for people to live, work, learn, shop and play. This may also include lands to be conserved to support ecosystem functions or other green space purposes. Land outside of the GCB is intended to support ecosystem functions and rural uses that require only limited infrastructure and services to be viable.

Map 2: RGS Growth Containment Boundary and Land Use Designations



3 RGS VISION

The vision of the RGS is documented below and represents the foundation for the goals and policies in the RGS.

The region will be recognized for an outstanding quality of urban and rural life that is grounded in a strong commitment to protecting the natural environment and minimizing harm to life-sustaining ecological systems. Working in partnership with interested organizations, the RDN and its member municipalities are committed to achieving:

- High standards of environmental protection that preserve habitat, enhance ecological diversity, and maintain air and water quality;
- Enhanced food security in the region;
- Urban development that is contained and distinct in form and character from rural development;
- Complete, compact communities designed to provide housing that meets the needs of all households, and that provide excellent access to nearby workplaces, goods and services, learning institutions, recreation opportunities, and natural areas;
- Expansion and enhancement of mobility options that reduce automobile dependency;
- A strong and resilient economy based on agriculture, natural resource assets, tourism, and information age industries and services, such as health and education; and
- Efficient, state-of-the-art servicing, infrastructure and resource utilization.

4 RGS PRINCIPLES

The goals and policies of this RGS are grounded in the following sustainability principles that are intended to guide how decisions are made regarding the future life of the region:

- Decisions and actions have regard for local and global consequences;
- The interconnectedness and interdependence of natural and human systems are recognized and respected;
- The healthy functioning of ecological systems is nurtured;
- The qualities of place that create pride and a sense of community are nurtured;
- Efficiency, including the concept of zero-waste, is optimized;
- Equity amongst all citizens and across generations, including future generations is ensured;
- Decision-making processes are based on participation, collaboration and co-operation with citizens, other authorities and organizations; and
- We are accountable for our decisions and actions.

5 RGS GOALS

The RGS is based upon 11 goals (listed below) that work towards achieving the collective vision of regional sustainability. Policies in the RGS provide the direction to take specific actions to implement the RGS goals.

1. **Prepare for Climate Change and Reduce Energy Consumption** – Reduce Greenhouse Gas (GHG) emissions and energy consumption and promote adaptive measures to prepare for climate change impacts.
2. **Protect the Environment** – Protect and enhance the environment and avoid ecological damage related to human activity.
3. **Coordinate Land Use and Mobility** – Ensure land use patterns and mobility networks are mutually supportive and work together to reduce automobile dependency and provide for efficient goods movement.
4. **Concentrate Housing and Jobs in Rural Village and Urban Growth Centres** – Establish distinctive activity centres and corridors within growth containment boundaries that provide ready access to places to live, work, play and learn.
5. **Enhance Rural Integrity** – Protect and strengthen the region’s rural economy and lifestyle.
6. **Facilitate the Provision of Affordable Housing** – Support and facilitate the provision of appropriate, adequate, attainable, affordable and adaptable housing.
7. **Enhance Economic Resiliency** – Support strategic economic development and link commercial and industrial strategies to the land use and rural and environmental protection priorities of the region.
8. **Enhance Food Security** – Protect and enhance the capacity of the region to produce and process food.
9. **Celebrate Pride of Place** – Celebrate the unique natural beauty, culture, history, and arts of the region.
10. **Provide Services Efficiently** – Provide efficient, cost-effective services and infrastructure.
11. **Enhance Cooperation Among Jurisdictions** – Facilitate an understanding of and commitment to the goals of growth management among all levels of government, the public, and key private and voluntary sector partners.

6 IMPLEMENTATION – 2013

Section 5.2 of the RGS addresses implementation and identifies specific projects that are intended to work towards achieving RGS goals. Implementation is an important part of being accountable to RDN residents about what is being done to achieve the goals they identified as important.

6.1 Actions Supporting Education and Awareness

The RGS states that *“a public that is well-informed is more likely to participate in decision-making processes and to work with others to achieve common goals”*.

Throughout 2013, the RDN Long Range Planning Department took a continuous approach to education and raising awareness about the RGS and its implementation. This included regularly updating and providing information via website materials, RDN newsletters (Electoral Area Updates and RDN Perspectives), news releases, mail-outs and conducting meetings, workshops and presentations for a variety of community groups, schools and other stakeholders around the region.

Appendix 2 lists specific activities undertaken during 2013 to communicate and raise awareness about:

- The role and purpose of the RDN and the RGS;
- How the RGS relates to other planning documents and processes;
- How decisions are made;
- How implementation occurs and which government agencies are responsible;
- Implementation projects either underway or completed.

Education and awareness of the RGS has also been included into all public engagement activities for RGS implementation studies and projects listed in the latter sections of this report. Furthermore, the public engagement initiatives of a variety of RDN departments have also served to raise awareness of the RGS.

6.2 RGS Implementation Studies

The RGS provides direction to undertake several studies intended to be used by the RDN Board and Municipal Councils to make informed decisions about issues that affect progress towards achieving RGS goals. The following studies fulfill specific policies that support RGS goals.

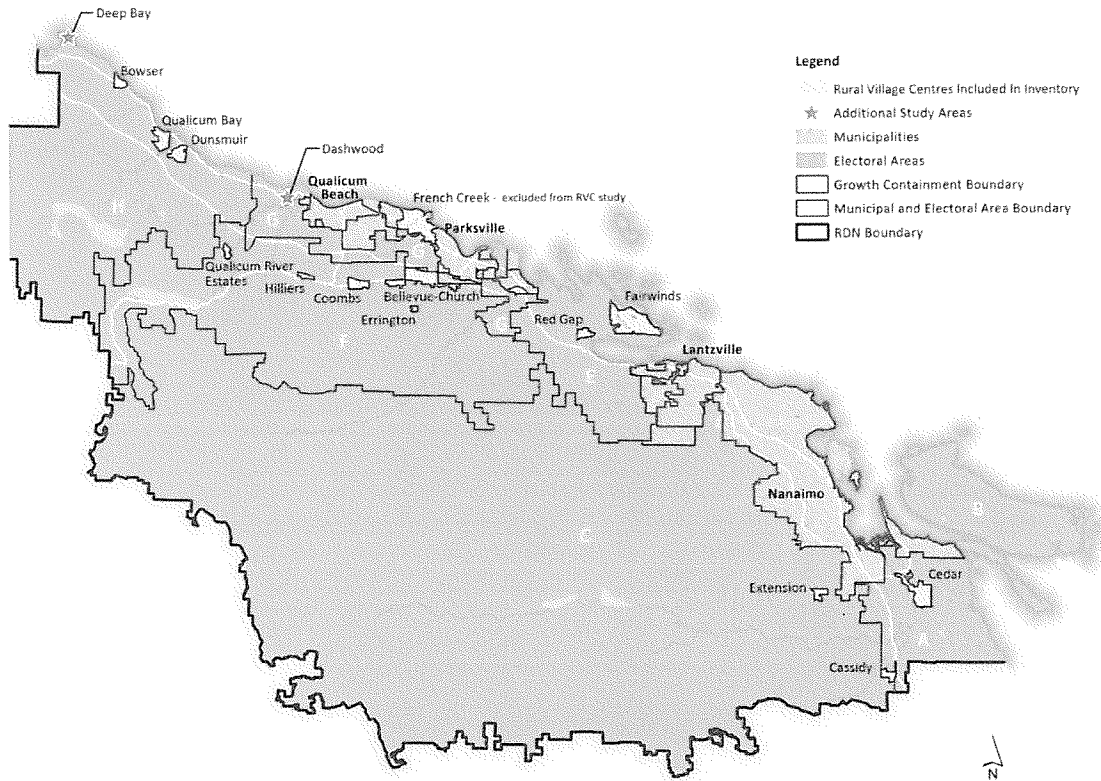


Rural Village Centres Study

The RGS aims to encourage a diverse mix of land uses in Rural Village Centres (RVCs) that allow people to live, work, play and learn within a walkable environment. Since RVCs were first established roughly 16 years ago, only a few of the 14 RVCs have evolved into areas with the characteristics associated with mixed-

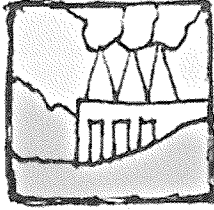
use, complete, compact communities. To understand the issues behind this, a Rural Village Centres (RVC) Study was completed in 2013.

Map 3: Areas included in the Rural Village Centres Study



The study provides an objective, technical evaluation of the potential for 13 existing RVCs and two additional study areas (SAs) to develop into mixed-use, compact, complete communities. The study fulfills RGS Policy 4.11 to undertake a region-wide study of RVCs in order to identify locations with the greatest potential to accommodate future growth and evolve into mixed-use centres that “warrant the investment required to serve them with community water and wastewater facilities and public transit.”

The Rural Village Centres Study is intended to be used by the RDN Board when making decisions about development and servicing in existing Rural Village Centres and the need for new Rural Village Centres. The study results may also be used to consider changing the focus on existing RVCs with limited potential to accommodate growth by designating them as ‘local service centres’.



Industrial Land Supply and Demand Study

An Industrial Land Supply and Demand Study completed in 2013 fulfills RGS policy 7.6 to “collaborate in the preparation of a regional industrial land supply strategy and ensure that the region remains competitive in its ability to attract industrial development”.

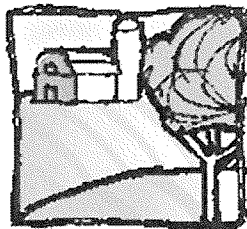
The study provides an objective, technical evaluation of industrial lands within the RDN and the degree to which regional and local demand for different types of industrial land (light, medium, heavy) is being met in locations that are consistent with RGS goals.

The RGS supports maintaining an attractive environment for industrial development while at the same time ensuring that other RGS goals are met including land use, environmental protection, energy consumption and GHG reduction. Consistent with these objectives, the study includes a sustainability analysis by reviewing industrial best practices related to improving energy efficiency and waste reduction and the potential for eco-industrial networking opportunities.

The study’s key finding is that there is sufficient industrial land in the region to meet anticipated demand for different types of industry over the next ten years. The results of the study are intended to inform and guide RDN Board decisions regarding future land use, mobility and sustainability.

6.3 RGS Implementation Projects

Agricultural Area Plan



In November 2013, the RDN Board approved a three-year work plan (2014-2016 Action Plan) to implement some of the recommendations of the RDN Agricultural Area Plan (AAP), as adopted in 2012. Implementing the AAP works directly towards achieving policies under RGS Goal 7 – Enhance Economic Resiliency and Goal 8 – Enhance Food Security.

The AAP is a strategy and policy framework to guide agricultural-related decision making. The key goals of the plan are to:

- Protect and Enhance the Agricultural Land Base in the RDN.
- Strengthen the Local Agriculture and Aquaculture Economy.
- Improve Training, Skills, and Labour Opportunities in the RDN.
- Improve Opportunities for On-Farm Water Resource Management.
- Address Environmental Sustainability, Wildlife, and Climate Change Challenges in the RDN.
- Promote Awareness and Value of Local Agriculture and Aquaculture.
- Support Agriculture and Aquaculture in Land Use Regulations and Policies.
- Consider Agriculture in Emergency Planning Initiatives.

The Plan is intended to guide updates to RDN bylaws and policies, in order to support local agriculture and aquaculture as a viable and sustainable economic sector and integral part of the regional landscape. The Plan identifies key stakeholders and makes recommendations to guide their efforts to work collaboratively to achieve the goals of the plan.



Cedar Main Street Design Project

The Cedar Main Street Village Plan was finalized following public consultation and adopted by the RDN Board in 2013. The plan provides greater detail for the development of lands designated as Cedar Main Street in the 2011 Electoral Area 'A' Official Community Plan (OCP). This project helps implement the RGS by supporting the development of a compact, mixed use community within the Growth Containment Boundary.

The project links land use and transportation to help address RGS Goal 1 - Prepare for Climate Change and Reduce Energy Consumption, Goal 3 - Coordinate Land Use and Mobility and Goal 4 - Concentrate Housing and Jobs in Rural Village and Urban Growth Centres. Community involvement in determining the design preferences illustrated in the plan also supports RGS Goal 9 – Celebrate Pride of Place.

6.4 RDN Actions that Implement the RGS

In addition to the specific studies and projects to implement the RGS noted above, the RDN undertook numerous actions across all departments that contribute to achieving the goals of the RGS.

Affordable Housing

An Affordable Housing Action Plan approved in 2011 identified actions for the RDN and its partners to undertake over the next few years. For 2013 the following projects were completed or initiated:

2013 Affordable Housing Online Resources

- A web based resource guide on affordable housing for renters, homeowners and housing providers was developed. The website provides access to a comprehensive list of contacts for a wide range of housing topics targeting different needs. This includes information on market rental, supportive and emergency housing. This is the only resource of this type in the region.

The Secondary Suites Project was initiated in 2013. Activities included the following:

- With direction provided by the RDN Board, a revised report on secondary suites was published as the first phase of a process to consider where secondary suites should be supported in the RDN's electoral areas. The report included information on benefits and concerns, and issues to consider when drafting regulations.

- A community engagement strategy was approved by the RDN Board and implemented by RDN staff to gather feedback from the community on secondary suites.
- The results of community consultation and stakeholder feedback was used to draft zoning bylaw amendments and associated policy related to building inspection and enforcement.
- The draft zoning bylaw amendments and associated policies will be presented to the RDN Board for consideration in early 2014.

For more activities see section 6.5 *Collaborative Actions*.

Fairwinds Development Process

Following the adoption of the Lakes District and Schooner Cove Neighbourhood Plans into the Electoral Area 'E' Official Community Plan in October 2011, the RDN received two zoning amendment applications for the long term phased development of these neighbourhoods in accordance with the adopted Plans. These initiatives within the Fairwinds Rural Village Centre are consistent with the growth containment and environmental protection goals of the RGS. Consultation efforts regarding the new zoning and phased development agreement are also consistent with RGS Goal 9 - Celebrate Pride Of Place and Goal 11 -Enhance Cooperation Among Jurisdictions.

Deep Bay RGS Amendment Development Application

RDN staff in Planning and other departments reviewed an application to amend the Regional Growth Strategy to create a new Rural Village Centre in in the unincorporated community of Deep Bay within Electoral Area 'H' of the RDN. The application included approximately 138 hectares of land, of which 76 hectares is proposed to be developed. In October 2013, the RDN Board withdrew support for the application and directed staff to discuss options with the applicant about developing the site consistent with direction in the Area 'H' Official Community Plan and RGS.

Northern Community Economic Development Service

In order to further RGS Goal 7 - Enhance Economic Resiliency, the RDN continued to deliver all programs in 2013 relating to the Northern Community Economic Development Service in order to provide support for economic development initiatives in the City of Parksville, the Town of Qualicum Beach and Electoral Areas 'E', 'F', 'G', and 'H'. The Program allows the RDN Board of Directors to contribute to eligible projects that advance the Board's vision for a resilient, thriving and creative local economy. This function provided a total of \$50,000 to eight groups in 2013.

Southern Community Economic Development Service

In 2013, the RDN contributed \$137,000 to the Nanaimo Economic Development Corporation to work jointly on activities that improve economic resilience (RGS Goal 7) in Nanaimo and surrounding rural Electoral Areas 'A', 'B' and 'C'.

Agricultural Land Use Inventory and Water Demand Model

In support of the RGS Food Security, Environmental Protection and Climate Change goals, in 2012 the RDN partnered with the Ministry of Agriculture and the Partnership for Water Sustainability in B.C. to undertake an Agricultural Land Use Inventory and Water Demand Model. Following the completion of field work in 2012, data analysis took place during 2013 with the provision of final reports to be provided to the RDN in 2014. This work will be used to provide more detailed understanding of current and future agriculture water use. The results will be used to update mapping and other information in the RDN Water Budget Project that examines the relationship between surface and groundwater, current water demands, and the long-term impacts of climate change.

Agricultural Tourism Zoning

Consistent with RGS goals on Food Security and Economic Resiliency, in 2013, the RDN adopted a new Agricultural 1 (AG1) zone within Zoning Bylaw No. 500 in support of agri-tourism initiatives.

Emergency Planning and Disaster Resiliency

During 2013 the RDN drafted an Emergency Livestock Evacuation Plan. Phase III of the technical study to identify suitable sites for mass livestock carcass burial/composting was put on hold until 2014 when further funding becomes available. This initiative helps implement several RGS Goals including Goal 8—Enhance Food Security, Goal 7—Enhance Economic Resiliency and Goal 2—Protect the Environment.

Interface fires have been identified as a major hazard in the RDN. The risk of this hazard is increased by the impacts of climate change that result in drier conditions and other weather patterns that increase fire risk. RGS Goal 1 to Prepare for Climate Change and Reduce Energy Consumption involves promoting adaptive measures to prepare for climate change impacts. To mitigate this risk the RDN continued to build community and organizational capacity to implement FireSmart approaches. This includes strategies for managing vegetation, using fire resistant building materials and choosing fire resistive plants.

The RDN also continued to hold numerous activities to promote emergency preparedness and resiliency for rural residents throughout the RDN's Electoral Areas. This included community capacity building through Neighbourhood Emergency Preparedness (NEP) and collaboration with the initiatives of other RDN departments to co-host workshops (food security, water and energy conservation). In addition to addressing Climate Change, these initiatives also help work towards several other RGS goals including Food Security, Economic Resiliency, Environmental Protection and Efficient Services.

Transportation Services

RDN Transit plays a key role in helping achieve many of the eleven RGS Goals including Prepare for Climate Change, Protect the Environment, Coordinate Land Use and Mobility, Economic Resiliency, Provide Efficient Services and Cooperation Among Jurisdictions. During 2013 specific activities included providing a fully accessible fleet of transit vehicles, expanding transit service hours by 5,000 hours, and handyDART by 3,750 hours, introduced new ARBOC handyDART buses, initiated construction on a Compressed Natural Gas (CNG) Compressor Station and staff training to support a future fleet of CNG buses, provided services to cruise ship passengers through a partnership with the Nanaimo Port Authority and continued to produce a pocket-sized 'Z-card' bike/transit route map in conjunction with the City of Nanaimo.

Parks Planning

During 2013 the RDN undertook numerous actions to plan and develop parks and trails. These actions directly support several RGS Goals including Goal 1 - Prepare for Climate Change, Goal 2 - Protect the Environment, Goal 3 - Coordinate Land Use and Mobility, Goal 7 - Enhance Economic Resiliency, Goal 9 - Celebrate Pride of Place and Goal 11 – Enhance Cooperation Among Jurisdictions. This includes the completion of projects to create new or undertake improvements to existing trails and other park amenities throughout all regional and community parks. Examples include completion of Henry Morgan Community Park in Electoral Area 'H', campsite upgrades at Horne Lake Regional Park and trail development at Englishmen River Regional Park. Updated/new Parks Management Plans were also adopted in 2013 for Benson Creek Falls Regional Park and Moorecroft Regional Park and various agreements and terms of references for new trails were completed (e.g. Morden Colliery Trail Bridge, North Road Trail and the Jingle Pot Road Trail).

Recreation Programs and Facilities

The RDN's recreation programs and facilities play an ongoing role in furthering RGS Goal 7 - Enhance Economic Resiliency and Goal 9 – Celebrate Pride of Place by providing sports and cultural amenities that boost the attractiveness of the region as a place to live and visit. These include ongoing delivery of recreation programs and maintenance of facilities throughout the RDN. In addition to hosting and/or providing support for local and regional sports tournaments for youth, adults and seniors, 2013 also saw the RDN coordinating the first annual community celebration of Active Aging Week in partnership with Vancouver Island University and several community organizations serving seniors.

The RDN continued to make improvements to the environmental and economic performance of its recreational facilities in 2013 by making energy efficient upgrades and improving waste management processes.

Climate Change Actions and Energy Efficiency Measures

All of the aforementioned land use, parks and recreation planning and transportation initiatives support RGS goals for reducing GHG emissions and energy consumption. In addition to these initiatives the RDN also undertook several other specific actions to support these goals:

- Organized the fourth annual RDN Green Building Speaker Series and Open House Tours to showcase the latest green building practices in the region and provide education and awareness about ways to reduce the energy and environmental impacts of development.
- Continued to deliver the 2013 Green Building Incentive Program, with over \$46,500 in incentives provided to regional residents. This includes providing rebates for wood exchange and home energy assessments as well as rainwater harvesting and low flush toilet rebates through the Drinking Water and Watershed Protection (DWWP) program.
- Ensured that all new RDN buildings and renovations completed in 2013 met best practices for energy efficiency and water conservation.
- Continued to support the implementation of Green Building Policies for all RDN facilities.
- Established and distributed funding for projects under a Corporate Climate Action reserve fund and a Carbon Neutral Initiatives reserve fund.
- Continued to work towards reduction of GHG's through increased diversion of compostable materials from the RDN landfill and improvements to the landfill gas collection system.
- Continued to re-use biosolids from wastewater treatment facilities as part of a program that supports carbon sequestration research.
- Completed the Community Electric Vehicle Charging Infrastructure Planning Project and coordinated the installation of 12 Level II Electric Vehicle charging stations across the region.
- Completed the Community Energy and Emissions Plan.
- Developed the Community Energy and Climate Action Plan, and continued implementation of the Green Building Action Plan.
- Coordinated LEED Silver Certification received for the RDN Administration and Transit buildings expansion project.
- Managed the Green Building Guidebook Series - Renewable Energy Guidebook.

For more activities see section *6.5 Collaborative Actions*.

Watershed Protection

The RDN undertook the following projects in 2013 to support RGS goals for protecting drinking water and watersheds and the provision of efficient services:

- Completed Water Budget studies.
- Completed the Water Conservation Plan study.
- Continued with the Community Watershed Monitoring program.

- Ongoing operation of an Environmental Management System for Wastewater Services that is ISO 14001 certified. In 2013 this included environmental and safety improvements by expanding the number of emergency and operating procedures to help mitigate or prevent potential spills and environmental incidents.
- Launched the Water Use Reporting Tool for use in the RDN.
- Completed the Team WaterSmart education outreach program including workshops, community events and school visits.
- Completed irrigation audits with a focus on multi-family units.
- Completed WellSmart and SepticSmart workshops.
- Implemented the low-flush toilet and rainwater harvesting rebates as part of the RDN Green Building Incentive program.
- Met with the Drinking Water Watershed Protection (DWWP) Technical Advisory Committee.
- Completed the Small Water Systems working group annual meeting.
- Provided an annual update to DWWP municipal partners.
- Partnered with the Irrigation Association of BC for a training workshop.²
- Developed and implemented the Rural Water Quality Stewardship Rebate Program.

For more activities see section 6.5 *Collaborative Actions*.

6.5 Collaborative Actions

Many of the studies, actions and ongoing departmental activities described in this report involve collaboration with member municipalities, other levels of government and community based groups. Below are some specific examples of past or ongoing collaborative actions to implement RGS Goal 11 – Enhance Cooperation Among Jurisdictions:

Municipalities and Regional Context Statements

During 2013 three RDN member municipalities (City of Nanaimo, District of Lantzville and City of Parksville) submitted updated Regional Context Statements in their Official Community Plans that were all accepted by the RDN. The Regional Context Statements explain how an Official Community Plan is consistent with the RGS and addresses how any inconsistencies will be dealt with over time.

First Nations

Throughout 2013 RDN staff and elected officials met primarily with staff and elected officials from First Nations with existing village sites within the region (Qualicum, Snaw-Naw-As and Snuneymuxw). Discussions involved various planning and implementation projects related to regional growth, development applications, parks, transit, emergency planning and utilities. While some meetings were to address specific matters related to land use planning, development, and servicing agreements, others were focused on strengthening relationships in order to facilitate stronger collaboration on issues of mutual concern. Key outcomes included:

- Hosting and attending relationship building gatherings between RDN and First Nation elected officials.
- Finalizing the Parks Management Plan for Moorecroft which includes recognition of the medicinal value of lands within the Park to First Nations and setting aside land to accommodate plans for a Snaw-Naw-As Long House/Cultural Centre.
- Finalizing the first agreement between a regional district in British Columbia and a First Nation government to provide handyDART service to Snaw-Naw-As (Nanoose First Nation). A second process to develop a draft agreement with Snuneymuxw First Nation was also initiated in 2013.
- Participation and representation by Qualicum First Nation on the Solid Waste Management Plan Review Advisory Committee.
- Collaboration with Qualicum First Nation on SepticSmart, Emergency Planning, Parks projects, recreation programs and groundwater monitoring and research.
- Participation by Snuneymuxw First Nation on the Regional Liquid Waste Advisory Committee.
- Reviewing and drafting new servicing agreements with Snuneymuxw First Nation related to sewer and water provision.
- Taking actions to ensure that the RDN follows appropriate First Nation protocols during joint meetings and events. This includes working on developing a policy to recognize First Nations territory at RDN meetings.

Vancouver Island University

During 2013 the RDN coordinated meetings to discuss various matters of joint interest with Vancouver Island University involving sharing long term plans, development control, environmental protection and agreements to collaborate for mutual benefit.

In February 2013, the RDN signed a new agreement with VIU and SYLVIS Environmental for the beneficial re-use of RDN biosolids. The program diverts roughly 4,000 tonnes of biosolids from the landfill every year by beneficially applying them to the VIU Woodlot to improve tree growth. The woodlot serves as a “living classroom,” with the biosolids program providing the opportunity for VIU to undertake numerous research projects related to all aspects of biosolids forest applications. Since 2012, the program has supported a carbon sequestration study which looks at how biosolids applications impact the amount of carbon that will be stored in the soil and vegetation over time.

The RDN also continued to support education and outreach along with general support to various VIU departments including presentations to staff and students on the Regional Growth Strategy and the Drinking Water and Watershed Protection Program.

Adjacent Regional Districts and Municipalities

The RDN continued to host and participate in meetings to network and liaise with staff at adjacent Regional Districts and staff at member municipalities. On an ongoing basis, outside of these meetings, RDN staff maintain professional relationships that enable effective communication and collaboration. This allows for the RDN to share

information on RGS implementation activities in order to support adjacent jurisdictions having long term plans and taking actions consistent with the direction of the RGS. An example of these types of activities includes discussions with the Cowichan Valley Regional District on joint Drinking Water Watershed Protection (DWWP) initiatives.

Federal and Provincial Partnerships

During 2013 the RDN was involved in several partnership initiatives with the Federal and Provincial governments. These included:

- Partnering with Agriculture Canada to develop an agricultural water demand model.
- Completing the final phase of the observation well drilling program in partnership with the Federal and Provincial governments.

Actions to Address Climate Change

- Coordinated Regional District of Nanaimo and member municipalities achieving carbon neutral operations.
- Collaborated with the provincial Climate Action Secretariat and the Green Communities Committee on the development of a forest carbon project option for local governments.

RDN Emergency Planning

Efforts to mitigate and prepare for disasters directly support several RGS Goals including; Goal 1 - Prepare for Climate Change, Goal 2 - Environmental Protection, Goal 7 – Enhance Economic Resiliency, Goal 10 - Provide Services Efficiently and Goal 11 – Enhance Cooperation Among Jurisdictions. The successful implementation of the RDN's emergency planning is contingent upon ongoing liaison work and collaboration with member municipalities, First Nations, other levels of government, industry and community stakeholders. Activities for 2013 included cross-jurisdictional training, education, response activities and volunteer recruitment.

Nanaimo Airport Land Use Planning Process

Furthering RGS Goal 7 - Enhance Economic Resiliency and Goal 11 - Enhance Cooperation Among Jurisdictions, the RDN initiated the second of three phases of the Nanaimo Airport Land Use Planning Process in 2013. Several meetings were held with the Nanaimo Airport Commission and a terms of reference for a Citizen's Advisory Group was adopted by the RDN Board. The Advisory Group whose membership will be finalized in 2014, will provide advice to the RDN during Phases 2 and 3 as outlined below.

Phase 2 involves developing a Memorandum of Understanding between the RDN and Nanaimo Airport Commission that outlines a process and principles for developing a Master Development Plan for the airport.

Phase 3 will involve creating a Master Development Plan for the airport and as necessary amendments to the Electoral Area 'A' Official Community Plan and zoning bylaw. This process is intended to provide greater certainty for all stakeholders regarding future development and land use at the Nanaimo Airport.

Transit Future Plan

The Regional District of Nanaimo and BC Transit are continuing to work together on developing a 25-year Transit Future Plan for the RDN. The Transit Future Plan envisions the ideal RDN transit network 25 years from now, and describes what services, infrastructure and investments are needed to get there. The plan will be designed to support local community goals and objectives, such as strengthening the link between transportation and land use in order to support sustainable growth. Sustainable transportation will assist in reducing transportation-related emissions and improving the overall quality of life in the region.

Actions to Support Ending Homelessness

The RDN participated in, and provided support to homelessness initiatives organized by member municipalities. In addition to participating in meetings this included:

- Working in collaboration with the Nanaimo Working Group on Homelessness, the Oceanside Task Force on Homelessness and member municipalities, the RDN undertook a project to create and distribute information on emergency shelter and food locations. RDN Transit buses were used to display posters and distribute brochures. Information was also made available on the RDN website and access to copies for homeless advocates coordinated with member municipalities.
- Supporting the efforts of the Oceanside Task Force on Homelessness to identify gaps in supports and services for those at risk of or facing homelessness in School District 69.

7 MEMBER MUNICIPALITY ACTIONS

In addition to collaborating with the RDN on various initiatives identified earlier in this report, the RDN's member municipalities have also undertaken their own studies and actions that support achieving RGS goals. The following information was provided by each jurisdiction.

7.1 City of Nanaimo

RGS Goal 1 - Prepare for Climate Change and Reduce Energy Consumption

- A Community Sustainability Action Plan (CSAP) has been completed and endorsed by Nanaimo City Council. The CSAP is a long-term action plan focused on taking specific action to reduce community-wide emissions over time. Areas of focus will include: Land Use and Transportation, Existing and New Buildings, Alternative and District Energy, Solid Waste Reduction.
- City of Nanaimo installed 12 Level II Electric Vehicle Charge Stations for public use through the Community Charging Infrastructure Planning Grant program.
- A DC faster charger for electric vehicles funded by the Province of BC was also installed in the Bastion Street Parkade.

RGS Goal 2 – Protect the Environment

- Continued to implement the Invasive Plant Management Strategy.
- Ongoing efforts to improve air quality through regional partnership involving promoting the educational Burn It Smart workshops and implementing the 2013 Woodstove Change-out Program.

RGS Goal 3 – Coordinate Land Use and Mobility

- Completed a Transportation Master Plan with input from the Regional District with regards to transit planning.
- The City continues to implement policies in the Official Community Plan (planNanaimo) by encouraging the development of walkable communities and mixed land uses to help reduce automobile reliance.
- The Harewood Neighbourhood Plan completed in 2013 reflects the principles of both the RGS and planNanaimo by coordinating land use and mobility.

RGS Goal 4 – Concentrate Housing and Jobs in Rural Village and Urban Growth Centres

- City adheres to development within the GCB, and advises potential applicants of planNanaimo goals and policies regarding multi-family developments and mixed use corridor zoning. In this regard, the City encourages infill development at higher densities.

RGS Goal 6 – Facilitate the Provision of Affordable Housing

- The City continues to work with the development industry and non-profits to bring about adoption of housing agreements (boarding houses) and partner with senior government (BC Housing) to construct low barrier housing. The City has issued Development Permits for new supportive housing projects on Uplands Drive and Boundary Crescent with anticipated completion in 2014.

RGS Goal 7 – Enhance Economic Resiliency

- The City works closely with the development industry and business. Examples include: support and co-sponsorship of annual Canadian Home Builders Association industry forum; establishment of Development Process Review Committee to identify issues and barriers to development and the means to resolve them; review of Development Cost Charges bylaw and Development Application fees.
- Continued support for the Nanaimo Economic Development Corporation and the Downtown Nanaimo Business Improvement Association.
- Implemented a partnership to have one joint business license with 12 other Vancouver Island Communities in order to streamline services for businesses.
- The South Downtown Waterfront Initiative was started in 2013 to address the potential development of vacant and brownfield sites along the waterfront. The process included a series of design workshops and events involving community members and other stakeholders. A final visioning report is anticipated in early 2014.

RGS Goal 8 – Enhance Food Security

- Initiated development of a food charter and food strategy for the City of Nanaimo using \$9,500 in grant funding from the Vancouver Island Health Authority.

RGS Goal 9 – Celebrate Pride of Place

- Continues to support a robust heritage program, and provide community groups and individuals with recognition and incentives.
- Cultural Enhancement identified as a strategic priority in the Corporate Strategic Plan.
- Completed a Cultural Strategic Plan and created a new department tasked with implementing the plan.
- Completed the Harewood Neighbourhood Plan.

RGS Goal 10 – Provide Services Efficiently

- Ongoing implementation of the Corporate Strategic Plan to assist with focusing spending and resource priorities. Six strategic priorities were identified: Asset Management, Community Building Partnerships, Taking Responsibility, Transportation and Mobility, Water Supply and Quality, and Waterfront Enhancement. Implementation includes a restructure of service delivery and departments in 2013.
- Undertook preliminary work to establish an effective asset management strategy, and seek base budget approvals for future infrastructure maintenance and replacement.
- Continued operation of the Service and Resource Centre, which uses a multi-tiered approach to customer service and delivery.

RGS Goal 11 - Enhance Cooperation Among Jurisdictions

- Received acceptance from the RDN Board and adopted a Regional Context Statement (RCS) in the City of Nanaimo's Official Community Plan in 2013. The RCS details how the OCP is (or will become) consistent with and will work towards implementing the RGS over time. The RCS is an essential part of implementing the RGS and is consistent with RGS Goal 11.

- Worked with the RDN to achieve Carbon Neutral Operations and undertake steps towards regional emission reduction projects with our regional partners.

7.2 District of Lantzville

- During 2013 a Village Commercial Core Improvement Plan was started with anticipated completion in 2014. This project is consistent with RGS Goal 3: Coordinate Land Use and Mobility, Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres, and Goal 9: Celebrate Pride of Place.
- Initiated a process in 2013 to plan for Urban Agriculture as part of ongoing development of bylaws to support urban food production. This supports RGS Goal 8: Enhance Food Security.
- Completed a Transportation Review outlining existing and long term conditions for vehicles, bicycles, pedestrians, and transit. This review will help achieve RGS Goal 3: Coordinate Land Use and Mobility.
- Continued provision of rebates to encourage the installation of low flow toilets consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption, Goal 2: Protect the Environment, and Goal 10: Provide Services Efficiently.
- Continued participation in the provision of green building incentives through the RDN which includes incentives for rainwater harvesting, wood stove exchanges, solar hot water, home energy assessments, and residential vehicle charging stations. These actions are consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption, Goal 2: Protect the Environment and Goal 10: Provide Services Efficiently.
- Participated in the Climate Action Revenue Incentive Program and are producing a report for 2013. This is consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption.
- Provided educational information to residents concerning water conservation and implemented water restrictions consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption, Goal 2: Protect the Environment and Goal 10: Provide Services Efficiently.
- Provided educational information to residents concerning outdoor burning consistent with RGS Goal 2: Protect the Environment.
- Participated in the RDN's Drinking Water Watershed Protection Function consistent with RGS Goal 2: Protect the Environment and Goal 11: Enhance Cooperation Among Jurisdictions.
- Continued improving road accesses to adjacent ocean/beach public areas consistent with RGS Goal 3: Coordinate Land Use and Mobility, and Goal 9: Celebrate Pride of Place.
- Continued in the implementation of the Trails and Journeyways Strategy consistent with RGS Goal 3: Coordinate Land Use and Mobility, and Goal 9: Celebrate Pride of Place.
- Continued to participate in the RDN's organic food waste collection program. This is consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption, and Goal 10: Provide Services Efficiently.

- Received acceptance from the RDN Board and adopted a Regional Context Statement (RCS) in the District of Lantzville Official Community Plan in 2013. The RCS details how the OCP is (or will become) consistent with and will work towards implementing the RGS over time. The RCS is an essential part of implementing the RGS and is consistent with RGS Goal 11: Cooperation Among Jurisdictions.

7.3 City of Parksville

RGS Goal 1 - Prepare for Climate Change and Reduce Energy Consumption

- The City of Parksville adopted a new OCP with a chapter dedicated to climate change adaptation and corporate GHG emission reduction strategies.
- Adopted new Development Permit Areas (DPAs) and new guidelines within existing DPAs to address climate change implications such as sea level rise, increased hazard risk and environmental concerns.
- New policies in the OCP centered on non-transportation options that reduce automobile dependency and promote multi-modal linkages between neighbourhoods.
- New policies to support denser housing forms in certain areas to facilitate transit and reduced commuter times to obtain services.

RGS Goal 2 – Protect the Environment

- The new OCP designated expanded Coastal DPA and increased the guidelines for environmental protection, including greater professional reliance.
- New Groundwater DPA and new Terrestrial Ecosystem and Coastal Douglas-fir DPA established and increases the areas covered by DPA.
- Acquired new waterfront park land through subdivision process at McKillop Point.

RGS Goal 3 – Coordinate Land Use and Mobility

- The new OCP contains additional guidance and support for transitions between lower density single unit homes and higher density multi-unit and mixed use forms.
- A new zone that allows for smaller fee simple single unit lots was adopted to provide greater density in areas that are close to existing services and reduce demand for development outside core areas.
- Upgrades to Bay and Temple, major thoroughfares in the City including road, sidewalk, traffic light and bicycle lanes.

RGS Goal 4 – Concentrate Housing and Jobs in Rural Village and Urban Growth Centres

- The majority of the City is within the Growth Containment Boundary and the new OCP policies support directing growth to the City and offering a range of densities throughout the urban area.

RGS Goal 5 - Enhance Rural Integrity

- Parksville Council rejected an application to exclude a large portion of an ALR property which was ultimately intended for conversion to high density urban development outside of the Growth Containment Boundary.
- Policies that support higher densities in some parts of the City reduce the need to encroach on rural unincorporated areas outside City limits.

RGS Goal 6 – Facilitate the Provision of Affordable Housing

- Parksville Council passed a resolution to support a proposed 18 unit affordable housing development by waiving the applicable permit and development cost charges.
- Policies in the new OCP support the provision of a wide range of housing options for a diverse population.

RGS Goal 7 – Enhance Economic Resiliency

- Parksville adopted a new inter-community business license bylaw to support mobile businesses in the region.
- Parksville undertook a review of its current Development Costs Charge rates and consulted with the local community during 2013.

RGS Goal 8 – Enhance Food Security

- Parksville Council rejected an application to exclude a large portion of land from the Agricultural Land Reserve.
- Parksville Council adopted a new bylaw to provide for the keeping of hens in residential properties.
- Parksville staff organized a husbandry workshop for the community on how to look after egg laying hens.

RGS Goal 9 – Celebrate Pride of Place

- Partnership with BC Parks to develop and install a new Rathtreavor Beach sign on the City right of way.
- Installation of new stairs at Sunray Close to provide access to the beach and promote neighbourhood well-being.
- Upgraded the City's ball and playing fields at the Community Park.

RGS Goal 10 – Provide Services Efficiently

- Adoption of a new bylaw dispute process that uses arbitration and avoids costly and lengthy court proceedings.

RGS Goal 11 - Enhance Cooperation Among Jurisdictions

- Ongoing operational cooperation with RDN staff on parks and trails and transit.
- Partnership with Ministry of Environment (MOE) and Forests, Lands and Natural Resource Operations to acquire land and funding for the Rathtreavor Greenway.
- Cooperation with BC Parks for enhanced signage for Rathtreavor Park.
- Ongoing cooperation with the Ministry of Transportation and Infrastructure on roads and transportation issues at the City and provincial interface.
- Provided assistance to MOE to host a workshop on Climate Change adaption for mid-island based participants.

7.4 Town of Qualicum Beach

- The Village Neighbourhood of Qualicum Beach is the compact, walkable heart of the community, home to businesses, institutions and many residents. In support of RGS Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres, the Official Community Plan designates the Village Neighbourhood for the preferred location for continued growth and densification in the Town.
- A Guide to Development and Construction was created in 2013 to provide builders, developers and homeowners with a user-friendly approach to the planning approval process in Qualicum Beach. The development of the guide is part of a series of measures intended to increase the number of residents and businesses within the Village Neighbourhood by reducing the barriers to development. This is in keeping with RGS Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres.
- Completion of the Green Laneways Report as a planning and design tool outlining strategies to aid in the design of projects that manage rainwater in a sensitive manner. By supporting a sustainable approach to rainwater management, this tool will help overcome infrastructure challenges that have been a barrier to achieving some of the goals of the OCP. This project is consistent with addressing RGS Goal 1: Prepare for Climate Change, Goal 2: Protect the Environment, Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres, and Goal 10: Provide Services Efficiently.
- The Cultural Plan developed during 2013 is consistent with RGS Goal 9: Celebrate Pride of Place. The Town of Qualicum Beach undertook the following initiatives that also worked towards achieving this RGS goal:
 - Communities in Bloom: The Town of Qualicum Beach picked up the Home Hardware Outstanding Achievement Award for Community Involvement at the national Communities in Bloom Award ceremonies held in Ottawa in the fall of 2013.
 - Beach Reads Program: The Town and the Qualicum Beach branch of the Vancouver Island Regional Library teamed up to offer Beach Reads, a free lending library for summer 2013, as part of its cultural planning initiatives.
 - Qualicum Beach Digital Arts Studio: The Town is working to open a Digital Arts Studio as a one year pilot project at the Qualicum Beach train station to support the growth of the Digital Arts Industry in the region.
- Ongoing implementation of the Federation of Canadian Municipalities award winning 2012-2017 Sustainability Plan that is consistent with RGS Principles and Goals.
- Age-Friendly Transportation Plan was completed in March 2013. This project supports RGS Goal 3: Coordinate Land Use and Mobility, as well as Goal 9: Celebrate Pride of Place.

- As part of implementing the Sustainability Plan and OCP policies, the Waterfront Master Plan project was initiated in late 2013 (with anticipated completion for 2015) to address range of waterfront planning, infrastructure and recreation issues. The first phase of the project will include a coastal engineering analysis that will address the impacts of anticipated sea level rise consistent with RGS Goal 1: Prepare for Climate Change and Reduce Energy Consumption. Other land use planning aspects of the project are consistent with RGS Goal 3: Coordinate Land Use and Mobility, Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres, and Goal 6: Celebrate Pride of Place.
- The 2013 Secondary Suites Policy Review evaluated the effectiveness of the current policies through a public consultation process and resulted in recommendations to refine the Town's policy. The review and subsequent implementation that is underway supports RGS Goal 3: Coordinate Land Use and Mobility and Goal 4: Concentrate Housing and Jobs in Rural Village and Urban Growth Centres.

8 IMPLEMENTATION - 2014

For 2014 the RDN will continue to make progress on the following implementation items:

1. Identifying and establishing targets to achieve key policies set out in RGS.
2. Establishing a process and program to monitor, evaluate and periodically report on regional economic, population, social and environmental trends and progress towards achieving RGS goals and policies and the targets to be established as set out in Policy 4.
3. Establishing a Corporate Implementation Strategy that demonstrates how all the RDN's bylaws, services, and spending are consistent with the adopted RGS.
4. Continuing to undertake a series of studies and actions as identified in Table 3 of the RGS which identifies specific goals, actions, primary responsible agency and expected timeline for completion.
5. Initiating Rural Village Centre projects for Fairwinds Lake District and Schooner Cove neighbourhoods.
6. Continuing to build stronger relationships and pursuing protocol agreements with First Nations.
7. Strengthening relationships with major institutions such as Island Health, VIU, SD 68 & SD 69 and organizations key to furthering RGS Goals (e.g. Chambers of Commerce, Economic Development Groups, non-governmental / community organizations).
8. Working with member municipalities to develop Regional Context Statements for their OCPs.

APPENDIX 1: SUMMARY OF RGS IMPLEMENTATION ACTIONS

RGS GOAL / SECTION	ACTION	STATUS JANUARY 2014
Section 5.0	Establish Targets & Indicators to monitor progress.	Background research and data collection ongoing for 2014.
Section 5.0	Corporate Implementation Strategy to show how RDN activities are consistent with RGS.	To be initiated in 2014
1. Climate Change	Complete Community Energy & Emissions Plan.	Completed 2013
2. Environmental Protection	Advocate for provincial and federal government support to update and maintain SEI databases.	Ongoing
	Encourage the Province to regulate groundwater, require reporting on water use and protect water resources on a watershed basis.	Ongoing
3. Coordinate land use & mobility	Initiate discussions with provincial and federal transportation authorities to share data collection and analysis and prepare mobility strategy.	Ongoing – this includes participation in the City of Nanaimo’s Transportation Master Plan.
	Prepare industrial land supply and demand study and strategy (also applies to Goal 7).	Industrial Lands Study completed Spring 2013.
4. Concentrate housing & jobs	Prepare region-wide study of Rural Village Centres.	Rural Village Centres Study completed Spring 2013.
5. Rural integrity	Policy 5.13: Implementation - Study of options for more sustainable forms of subdivision - to limit sprawl and fragmentation on rural residential land.	Completed October 2012
6. Affordable housing	Identify next steps to addressing affordable housing issues.	Housing Action Plan Completed 2011.
		Secondary Suites Strategy –

RGS GOAL / SECTION	ACTION	STATUS JANUARY 2014
		Background Study and Consultation Plan completed and implemented. Draft zoning bylaw amendments and associated policies to be considered by the RDN Board Spring 2014.
7. Vibrant, resilient economy	7.2 Support and encourage economic development.	Northern Community Economic Development Program Established 2012 with ongoing implementation. Southern Community Economic Development Service Agreement completed 2012 with ongoing implementation.
	7.6 Collaborate in the preparation of a regional industrial land supply strategy and ensure that the region remains competitive in its ability to attract industrial development.	Industrial Lands Study completed Spring 2013.
	7.9 Collaborate in the preparation of a commercial (retail and office) land strategy to ensure that the supply, location, distribution, form and type of commercial development is consistent with sustainability and growth management objectives of the RGS and supports the continued vitality of the sector.	Initiation of a Commercial Lands Study planned for 2014.
8. Food security	Prepare study of agriculture in the region to identify issues and present and future needs of the agricultural sector.	Agricultural Area Plan (AAP) completed in 2012. Agricultural Area Plan 2014-2016 Action Plan completed November 2013. Committee established in 2013 to

RGS GOAL / SECTION	ACTION	STATUS JANUARY 2014
		<p>oversee carrying out the Action Plan during 2014-2016.</p> <p>Draft Emergency Livestock Evacuation Plan prepared in 2013 with anticipated adoption in early 2014.</p>
9. Pride of Place	Ongoing activities through implementation and development of parks plans and OCPs.	<p>Cedar Main Street Plan adopted 2013.</p> <p>City of Nanaimo Cultural Plan completed during 2013 with anticipated adoption and implementation in 2014.</p> <p>RDN Community Parks and Trails Guidelines Adopted 2013.</p> <p>Ongoing process to develop a Community Parks and Trails Strategy for Electoral Areas 'E', 'F', 'G' and 'H'. Anticipated completion in 2014.</p> <p>Qualicum Beach Cultural Plan completed 2012 with ongoing implementation.</p>
10. Efficient services	Prepare strategy for servicing Rural Village Centres (See Goal 4).	Will be pursued for different Rural Village Centres as funding permits.
11. Cooperation among jurisdictions	Continue outreach initiatives to First Nations including signing of protocol agreements.	<p>Ongoing outreach initiatives and discussions on areas of mutual interest.</p> <p>First handyDART servicing agreement signed between Snaw-Naw-As and RDN in 2013.</p>

APPENDIX 2: RGS 2013 EDUCATION AND AWARENESS OUTREACH ACTIVITIES

DATE	ACTIVITY
Ongoing	Website updates on the status of projects to implement the RGS.
Ongoing	RDN Perspectives newsletter updates on the status of projects to implement the RGS.
March 28, 2013	Presentation to approximately 150 Vancouver Island University ESL students and 8 staff on the RGS and regional sustainability.
May 25, 2013	RGS information available at Greater Nanaimo Pollution Control Centre Open House.
June 1, 2013	RGS information available at French Creek Pollution Control Centre Open House
August 31, 2013	Lighthouse Country Fall Fair Booth with information on RGS.
October 30, 2013	Meeting with Senior Vancouver Island University Staff involving explanation and discussion on how the RGS directs future growth in the region and the outcome of different implementation studies.
November 13, 2013	Presentation to approximately 120 VIU Advanced ESL students and 6 staff on the RGS and its role in protecting the region's water resources.



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MEMORANDUM

TO: Geoff Garbutt
GM Strategic & Community Development

DATE: January 30, 2014

FROM: Paul Thompson
Manager of Long Range Planning

FILE:

SUBJECT: Electoral Area 'B' Participation in the Regional Growth Management Function

PURPOSE

To reconsider the participation of Electoral Area 'B' in the Regional Growth Management function.

BACKGROUND

The Regional Growth Management function was established in the early 1990's to respond to the Board's directive to address residents' concerns about the impacts of growth in the region by developing a regional strategy to coordinate and manage regional population growth and development. A regional approach was deemed appropriate in recognition of the fact that the impacts of growth cross municipal and electoral area boundaries and can be better addressed at a regional level.

The initial focus of the Regional Growth Management function at the Regional District of Nanaimo (RDN) was primarily on the Regional Growth Strategy (RGS) but over the years it has expanded to include a number of other items of regional significance such as affordable housing, agriculture, economic development, energy and sustainability. Research, reports and other activities provide benefits to all RDN members.

As a participant in the function each member municipality and electoral area is also entitled to vote on decisions about the regional growth strategy, with one exception. The Electoral Area 'B' representative on the RDN Board may not vote on the bylaw to adopt a regional growth strategy bylaw. However, the Electoral Area 'B' representative may vote on all other Regional Growth matters that do not pertain to the regional growth strategy bylaw. For example, the Electoral Area 'B' representative has been participating in votes on such things as special studies, regional growth strategy monitoring, energy and sustainability initiatives and many other items related to RGS implementation.

Electoral Area 'B' was included in the Regional Growth Management Function in the early 1990's when the function was first established. Electoral Area 'B' remained in the function until 2003 when it was removed. The reason it was removed was because the Regional Growth Strategy did not apply to Electoral Area 'B'. Electoral Area 'B' was not part of the Regional Growth Management Function for five years from 2004 to 2008. In 2009 Electoral Area 'B' was again added to the Regional Growth Management Function as it was agreed that it was receiving substantial benefits from initiatives related to sustainability, growth management, green buildings and climate change. The initial proposal from staff was for Electoral Area 'B' to be included in the function at 50% of the annual requisition. However, the Area Director at the time requested that Electoral Area 'B' be included in the function at 100% requisition.

Since Electoral Area ‘B’ began participating again in the Regional Growth Management Function in 2009 the area has benefited both indirectly and directly. In addition to the information and statistics that have come from studies and assessments, funding support for a housing study in Electoral Area ‘B’ was provided from the Regional Growth Management function. Residents of Electoral Area ‘B’ also benefit from initiatives undertaken by the Energy and Sustainability section and by having direct access to the Sustainability Coordinator (this position is funded primarily through the Regional Growth Management function). As well, the Director for Electoral Area ‘B’ has been appointed to committees that provide direction to the regional growth management work program including the Sustainability Select Committee and the Agricultural Advisory Committee.

If Electoral Area ‘B’ was to withdraw from the Regional Growth Management Function, provision of these services, committee involvement and participation in related decision making would necessarily have to cease.

ALTERNATIVES

1. To continue to include Electoral Area ‘B’ as a full participant in the Regional Growth Management function.
2. To continue to include Electoral Area ‘B’ in the Regional Growth Management function but at a reduced requisition.
3. To exclude Electoral Area ‘B’ from the Regional Growth Management function.

FINANCIAL IMPLICATIONS

The following table shows the difference in requisition amounts for each municipality and electoral area for 2015 between Electoral Area ‘B’ staying in the Regional Growth Management function and Electoral Area ‘B’ leaving the Regional Growth Management function.

Member	2015 Requisition All Areas Participate	2015 Requisition All Areas Except Area ‘B’
Nanaimo	236,176	244,456
Parksville	35,810	37,081
Qualicum Beach	27,274	28,251
Lantzville	10,587	10,960
Electoral Area ‘A’	19,132	19,793
Electoral Area ‘B’	14,644	-
Electoral Area ‘C’	10,896	11,294
Electoral Area ‘E’	21,564	22,357
Electoral Area ‘F’	19,705	20,386
Electoral Area ‘G’	21,598	22,366
Electoral Area ‘H’	12,175	12,617
Total	429,561	429,561

For Alternative 1 there would be no difference to the proposed requisition in 2015 and the requisition from Electoral Area ‘B’ would be based on the same formula as all of the other participating areas. For Alternative 2 the requisition for Electoral Area ‘B’ would be reduced by a certain percentage so the difference could either made up by the other participating areas or the total requisition could be reduced by that amount. For example, if the requisition was reduced by 50%, the 2015 requisition would be \$7,322 which works out to be approximately \$0.60 per \$100,000 assessed value. For Alternative 3, if Electoral Area ‘B’ be is removed from the function the amount of \$14,644 would need to be covered by the other participating areas. Alternatively, the 2015 requisition for the Regional Growth Management function could be reduced by \$14,644, Electoral Area ‘B’s share of the requisition. The requisition reduction would mean that there would be a reduction in services.

Strategic Plan Implications

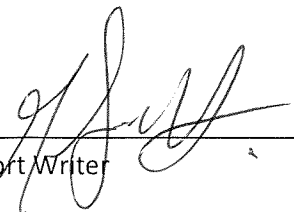
One of the strategic priorities of the 2013-2015 Strategic Plan is Regional Collaboration. Having all members in the Regional Growth Management function is an effective way to ensure that all RDN members have a say in responses to issues that affect the entire region. Having all members participate in the Regional Growth Management function is one way to support the goal: *strengthen the working relationships between municipalities and electoral areas in the RDN and increase operational effectiveness through cooperation.*

SUMMARY/CONCLUSIONS

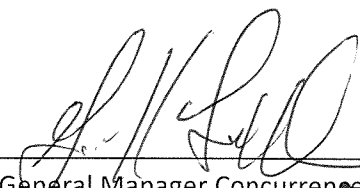
Electoral Area ‘B’ has been a full participant in the Regional Growth Management function for the vast majority of time that the function has existed. It was removed in 2004 based on the reasoning that the Area Director could not vote on the RGS bylaw. Electoral Area ‘B’ was added to the function again in 2009 based on the reasoning that the Area received numerous benefits from being part of the function. Today and into the future, activities and studies related to sustainability, green buildings and climate change will benefit all member jurisdictions. The Islands Trust will also benefit by the cooperative sharing of information relevant to sustainable development. As well, the majority of the Sustainability Coordinator position is funded through the Regional Growth Management function and Electoral Area ‘B’ has benefited from numerous energy and sustainability initiatives including the Rainwater Harvesting Guidebook. Recognizing that Electoral Area ‘B’ is not part of the Regional Growth Strategy but in light of the direct and indirect benefits it does receive, staff suggest that it would be appropriate for Electoral Area ‘B’ to remain as a partial participant.

RECOMMENDATION

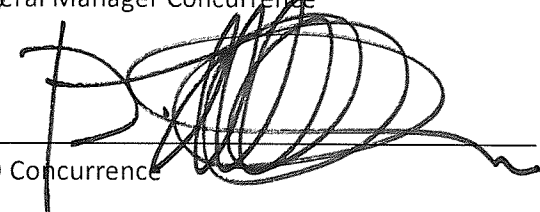
That Electoral Area ‘B’ remain in the Regional Growth Management function as a partial participant at 50% of the overall requisition for the service.



Report Writer



General Manager Concurrence



CAO Concurrence



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MEMORANDUM

TO: Geoff Garbutt
GM Strategic and Community Development

DATE: February 1, 2014

FROM: Jeremy Holm
Manager of Community Planning

FILE: 6635 00

SUBJECT: Options for AAC and Area Director Comment on ALR Applications

PURPOSE

To provide the Board with options with respect to Agricultural Advisory Committee (AAC) and Electoral Area Director comment on Agricultural Land Reserve (ALR) applications.

BACKGROUND

The Agricultural Area Plan (AAP), which was adopted by the Board on October 23, 2012, included Board consideration of AAC comment on applications for exclusion, subdivision or non-farm use of ALR land as priority implementation action item 1.1A.

At its meeting of June 25, 2013, the Board passed the following motion:

"That the Agricultural Area Plan Recommended Implementation Action 1.1A, "consider updating the Agricultural Advisory Committee (AAC) Terms of Reference to allow the AAC to make comments on every application (exclusion, non-farm use, subdivision) that is forwarded to the Agricultural Land Commission (ALC)", be referred to staff for a report on options to proceed; including in those options, the opportunity for optional Area Director comment to be incorporated into the process."

The Board at its meeting of November 26, 2013, endorsed the AAP 2014-2016 Action Plan, which included the direction contained in the above Board motion. This report is intended to provide options for ALR application process review including the opportunity for AAC and Area Director comments on ALR applications.

DISCUSSION

The *Agricultural Land Commission (ALC) Act* requires that applications for exclusion, subdivision, or non-farm use by an owner of ALR land not proceed unless authorized by a resolution of the local government if the application; (a) applies to land that is zoned by bylaw to permit agricultural or farm-use, or (b) requires, in order to proceed, an amendment to an official settlement plan, an official community plan, an official development plan or a zoning bylaw. The RDN's current ALR Application review process satisfies the ALC Act requirement for a local government authorizing resolution to the ALC through a Standing Board resolution being provided to the ALC in accordance with Board Policy B1.8 - Review of Provincial Agricultural Land Reserve Applications (see Attachment 1). The RDN's current ALR

application review process does not include opportunity for a specific Board motion with regard to an ALR application and does not provide opportunity for AAC, or Area Director comment on ALR applications.

As defined by its terms of reference, the role of the AAC is to increase awareness of agricultural issues in the RDN, assist in the implementation of the RDN AAP and other agricultural related initiatives, and provide local perspective and expertise to advise the Regional Board on a range of agricultural issues on an ongoing and as needed basis as directed by the Board. The Ministry of Agriculture's best practices guide for AAC terms of reference suggest that it is appropriate for AAC's to provide comment on ALR applications. The ALC has also expressed support for AAC's providing comment on ALR applications.

The AAC includes members with local knowledge and expertise on agriculture, as such the AAC is well equipped to provide comment on ALR applications. A draft amended AAC Terms of Reference providing for AAC comment on ALR applications is included as Attachment 2 for the Board's consideration. The draft amended AAC terms of reference includes the following under Roles and Responsibilities of the AAC: *providing comments and recommendations on applications under the Agriculture Land Commission Act for exclusion, subdivision or non-farm use of ALR land.*

In reviewing Board policy in preparation for this report, it was identified that Board policy from 1998 included an opportunity for written comment on ALR applications from Area Directors. Opportunity for Area Director comment on ALR applications is not included in current ALR application review Policy B1.8. The ALC has advised that Area Directors can provide comment on ALR applications regardless of whether the Director's comments have been subject to any resolution of the Board. However, the ALC has also been clear that communication from elected officials on ALR applications must occur through official channels. As such, should an Area Director choose to comment on an application, it is appropriate that the Director's comments be provided to the ALC through inclusion in the local government report to the ALC.

If the Board chooses to support the amendments to Policy B1.8 as proposed, comments from an Area Director would be provided to the AAC at the time the application is provided to the AAC for comment. Area Director comments would then be included in the local government report to the ALC along with any comments from the AAC (see Attachments 3 and 4).

The Regional Growth Strategy Bylaw No. 1615, 2011 includes policy to support agriculture and protect agricultural lands. Likewise, all of the Official Community Plans recognize the importance of agriculture and local food production and include associated objectives and policies supporting the preservation of lands within the ALR for agricultural use. Under the current application review process staff include RGS and OCP policy and zoning regulations along with the applicable standing Board resolution as per Policy B1.8 in the local government report to the ALC. Should the Board wish to amend its approach to handling applications to the ALC to include AAC and optional Area Director comments on each application, the information contained in the local government report will be provided to the Area Director and AAC to assist them in providing comment.

Should the Board wish to amend its approach to handling applications to the ALC to include comment on each application from the Area Director and AAC it is expected that application processing time will be extended to allow time for the referral and Committee meeting. The *ALR Regulation* requires the ALR application material and supporting local government report on an ALR application to be provided

within 60 days of receipt of a complete application. In the case that a public information meeting is held in relation to an ALR application, the ALR Regulation allows 90 days for local government review and the application to be forwarded. Under the current Board ALR application review approach of providing no specific comment on ALR applications local government reports are typically forwarded to the ALC within 20 business days of receipt of a complete application.

If the Board chooses to endorse the recommendations in this report, all ALR applications will continue to be forwarded to the ALC without specific comment from the Board. The applicable standing Board resolution as per Policy B1.8 would continue to be included with the local government report to the ALC. Applications would, however, include comment and recommendations from the AAC and optionally from the Area Director for the Electoral Area in which an application occurs. The draft amended ALR application review process is outlined on Attachments 3 and 4.

ALTERNATIVES

1. To continue providing a standing Board resolution on each ALR application and to consider revising the RDN application review process to provide for AAC and optional Area Director comments on each application to the ALC for exclusion, subdivision or non-farm use of ALR land.
2. To maintain the status quo of providing a standing Board resolution and no comment from the AAC or Area Director on each application to the ALC for exclusion, subdivision or non-farm use of ALR land.

FINANCIAL IMPLICATIONS

Should the Board wish to amend its approach to handling applications to the ALC to include AAC and optional Area Director comments on each application, it is anticipated that additional staff time will be required for preparing information on each application for the Area Director and AAC. It maybe necessary to schedule special meetings of the AAC in order to provide AAC comment within the 60 day local government application processing time limit required by the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation (ALR Regulation)*. Compensation for mileage to AAC members would be applicable under the Board's Volunteer Mileage Reimbursement Policy A2.19. Based on the AAC membership existing at the time this report was drafted, volunteer mileage compensation amounts to approximately \$290 per meeting. As per the *ALR Regulation*, application fees are \$600. The ALR Regulation allows for \$300 of the fee to be retained by the local government and the balance forwarded to the ALC. The Regional District receives on average approximately 12 applications to the ALC per year including exclusions, subdivisions and non-farm use.

STRATEGIC PLAN IMPLICATIONS

The 2013-2015 Board Strategic Plan identifies agriculture as important in supporting the Board's strategic objectives of Self Sufficiency and Economic Viability. The Board's Strategic Plan further identifies that agriculture has a rich history in the region and remains an important contributor to the local economy, culture, and landscape. Maintaining agricultural opportunities is identified as a key feature of regional resilience and sustainability. The Plan's Strategic Goals and Actions for 2013-2015 recognize agriculture and aquaculture as important contributors to the regional landscape, culture and economy. The Board Strategic Plan includes the following to support the viability and productivity of these industries:

- a) Take actions to overcome the barriers and constraints to agricultural production in the region and explore opportunities to strengthen local food production.
- b) Increase public knowledge and awareness of agriculture and aquaculture in the region through education, marketing and outreach.
- c) Prioritize and implement recommendations from the Agricultural Area Plan.
- d) Review the RDN's regulatory framework to ensure policies and bylaws support local agriculture and aquaculture, and revisit the RDN's policy for reviewing Provincial Agricultural Land Reserve Applications.
- e) Build a shared understanding of the role and purpose of the Agricultural Land Reserve, as well as its legislative framework.

By considering amending its ALR application review process, the Board has prioritized and is implementing its Strategic Plan objectives as per items c) and d) above.

SUMMARY/CONCLUSIONS

The Board at its meeting of November 26, 2013 endorsed the AAP 2014-2016 Action Plan, which included the following Board motion of June 25, 2013 within the 2014 AAP implementation work plan: *That the Agricultural Area Plan Recommended Implementation Action 1.1A, "consider updating the Agricultural Advisory Committee (AAC) Terms of Reference to allow the AAC to make comments on every application (exclusion, non-farm use, subdivision) that is forwarded to the Agricultural Land Commission (ALC)", be referred to staff for a report on options to proceed; including in those options, the opportunity for optional Area Director comment to be incorporated into the process.* This report is intended to provide options and recommendations for AAC and Area Director comments on ALR applications for the Board's consideration.

The *Agricultural Land Commission (ALC) Act* requires that applications for exclusion, subdivision, or non-farm use by an owner of ALR land not proceed unless authorized by a resolution of the local government if the application: (a) applies to land that is zoned by bylaw to permit agricultural or farm-use, or (b) requires, in order to proceed, an amendment to an official settlement plan, an official community plan, an official development plan or a zoning bylaw. Board Policy B1.8 - Review of Provincial Agricultural Land Reserve Applications (see Attachment 1), includes a standing Board resolution to be forwarded to the ALC with each ALR application. The ALR application review process outlined in Policy B1.8 does not currently include opportunity for AAC, or Area Director comments on ALR applications.

As defined by its terms of reference, the role of the AAC is to increase awareness of agricultural issues in the RDN, assist in the implementation of the RDN AAP and other agricultural related initiatives, and provide local perspective and expertise to advise the Regional Board on a range of agricultural issues on an ongoing and as needed basis as directed by the Board. The Ministry of Agriculture and the ALC support AAC's providing comment on ALR applications. A draft amendment AAC Terms of Reference providing for AAC comment on ALR applications is included as Attachment 2 for the Board's consideration.

While the ALC has advised that Area Director comments are appropriate regardless of whether they have been subject to any resolution of the Board, the ALC has also been clear that communication from elected officials on applications must occur through official channels. As such, it is appropriate that Area Director comments be included with the local government report to the ALC. If the Board chooses to

amend its approach to processing applications to the ALC to include AAC and optional Area Director comments on each application, staff recommend that Board Policy B1.8 be amended as per Attachment 3 to include AAC and optional Area Director comments within the ALR application review process. If the Board chooses to endorse the recommendations in this report, all ALR applications will continue to be forwarded to the ALC without specific comment from the Board. The applicable standing Board resolution as per Policy B1.8 would continue to be included with the local government report to the ALC. Applications would, however, include comment and recommendations from the AAC and optionally from the Area Director for the electoral area in which the subject property resides.

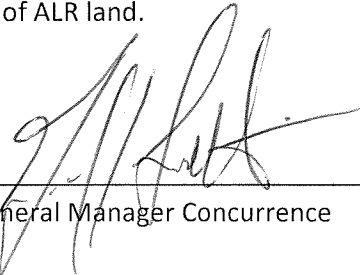
While staff recommend the Board allow for AAC and Area Director comment on ALR applications, at this time staff do not recommend the Board consider amending the RDN's ALR application review process to include Board comment on ALR applications. Rather, staff recommend that amendments to existing Board Policy B1.8 related to Board comments on ALR applications be considered concurrently with the Bylaw and Policy Update project outlined in the AAP 2014-2016 Action Plan. This would allow the Board to consider its position on ALR application comments in the context of a comprehensive agricultural policy and bylaw review.

RECOMMENDATIONS

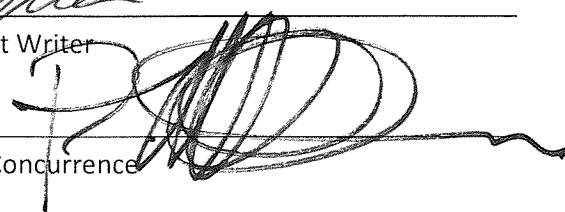
1. That the Board approve the amended Agricultural Advisory Committee Terms of Reference as outlined in the report to allow the Committee to provide comment on all applications for exclusion subdivision or non-farm use in the ALR, and
2. That the Board approve amended Policy B1.8 "Review of Provincial Agricultural Land Reserve Applications" as outlined in the report to provide for AAC and Electoral Area Director comment on applications for exclusion, subdivision, or non-farm use of ALR land.



Report Writer



General Manager Concurrence



CAO Concurrence

Attachment 1
Current Board Policy B1.8 – Review of Provincial Agricultural Land Reserve Applications

SUBJECT:	<i>Review of Provincial Agricultural Land Reserve Applications</i>	POLICY NO:	B1.8
		CROSS REF.:	
EFFECTIVE DATE:	November 26, 2002	APPROVED BY:	Board
REVISION DATE:	June 28, 2011	PAGE:	1 of 1

PURPOSE:

To establish a process in the review of ALR applications for the exclusion, subdivision and non-farm use of lands within the Provincial Agricultural Land Reserve (ALR).

POLICY:

1. Applications for the exclusion of lands within the ALR.

All decision-making regarding whether land should be in the Agriculture Land Reserve (ALR) shall be allocated to the Agricultural Land Commission.

All ALR exclusion applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) and are to include the following policy statement:

If the ALC deems it appropriate to remove land from the ALR then the Board will consider the development of the land in accordance with the Regional Growth Strategy and the Official Community Plan.

2. RDN land use regulations on lands which are excluded from the ALR.

Should the Provincial Agricultural Land Commission exclude land from the ALR, the Regional District will determine the appropriate use of the land through its official community plan and zoning processes.

3. Applications for the subdivision of lands within the ALR.

All ALR subdivision applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) and are to include the following policy statement:

As outlined in the Regional Growth Strategy, the Regional District of Nanaimo fully supports the mandate of the Agricultural Land Commission (ALC) and the preservation of land within the Agricultural Land Reserve (ALR) for agricultural use. The Regional District encourages the ALC to only consider subdivision where in the opinion of the ALC the proposal will not negatively impact the agricultural use of the land or adjacent ALR lands.

4. Applications for the non-farm use of lands within the ALR.

All ALR non-farm use applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) with no resolution of support or opposition from the Regional Board of Directors.

Attachment 2 Draft Amended Agricultural Advisory Committee Terms of Reference

BACKGROUND

The Regional District of Nanaimo (RDN) established an Agricultural Advisory Committee in 2008 to assist in a range of RDN initiatives, such as the preparation of an Agricultural Area Plan (AAP) and provide comments and recommendations to the Board on a range of agricultural issues. The RDN adopted the AAP on October 23, 2012. The AAP includes recommendations for action in support of local agriculture and aquaculture in the RDN.

One of the recommended actions included in the AAP is to establish a Committee to guide the implementation of the AAP and provide the Regional Board with ongoing advice and recommendations on agricultural related items. These Terms of Reference expand the role of the AAC to include reference to the preparation and implementation of the AAP.

PURPOSE

The role of the AAC is to increase awareness of agricultural issues in the RDN, assist in the implementation of the RDN AAP and other agricultural related initiatives, and provide local perspective and expertise to advise the Regional Board on a range of agricultural issues on an ongoing and as needed basis as directed by the Board.

ROLES AND RESPONSIBILITIES

The AAC will, upon the Regional Board's direction, be responsible for advising the Regional Board on a number of initiatives including:

- monitoring and evaluating the AAP and its implementation;
- preparing regular reports to the Board with RDN staff assistance;
- providing comments and recommendations to the RDN Board as it relates to agriculture on items including, but not limited to, the Regional Growth Strategy (RGS), Official Community Plans (OCP), Local Area Plans, reviews of RDN Zoning Bylaws, Parks and Trails Master Plans, Drinking Water and Watershed Protection Plans, Liquid Waste Management Plans, Rainwater Management Plans, noxious weed/insect control, and other items referred to the AAC by the Board upon request or as directed by Board policy;
- providing comments and recommendations on applications under the *Agriculture Land Commission Act* for exclusion, subdivision or non-farm use of ALR land,
- promoting public awareness of agriculture and its role and economic value in the community; and,
- advocating on behalf of the agricultural community.

MEMBERSHIP

The AAC will consist of a maximum of ten members appointed by the Regional Board representing a diverse range of interests including elected officials, commodity groups/producers, and established regional farming and aquaculture organizations. AAC members should reside, own property, or conduct business within the RDN.

Membership representation will be as follows:

Community Members

- Two members who actively participate in agriculture in District 68;
- Two members who actively participate in agriculture in District 69;
- Two members representing regional agricultural organizations;
- One member representing shellfish aquaculture organizations;

Elected Members

- One Electoral Area Director from District 68;
- One Electoral Area Director from District 69; and
- One Municipal Director.

Community members will be appointed by the Regional Board through an open application process. Members will be recruited through advertisements in local media, word of mouth, and use of the RDN website. In addition, direct invitations may be used to solicit participation by the specific interests listed above. Applications must demonstrate the applicant's interest in agriculture and ability to commit the necessary time to the AAC.

The Regional Board will appoint two Electoral Area Directors and one Municipal Director as outlined above. The Board will designate one of the three Board representatives as the Chairperson for the AAC.

Non-Voting Advisors

The AAC may seek representatives from other organizations to advise the AAC from time to time on an as needed basis to provide expertise in response to the needs of the AAC.

TERM

The term of appointment for AAC members is two years. In order to allow staggering of Committee membership and allow for greater continuity for the AAC and its works, approximately half of the Community member terms will expire each year.

No substitute members will be permitted. If a member must resign from the Committee, their position will be filled through the application process.

No remuneration for participation on the Committee is provided unless otherwise approved by the Board. However, if Committee activities coincide with meal times, meals may be provided.

CONFLICT OF INTEREST

AAC members having a priority or pecuniary interest in a matter discussed by or are personally affected by a matter discussed by the AAC must declare a conflict and step aside from the discussion and subsequent vote/motion on that particular matter.

**Attachment 3
Draft Amended Board Policy B1.8 –
Review of Provincial Agricultural Land Reserve Applications**

SUBJECT:	<i>Review of Provincial Agricultural Land Reserve Applications</i>	POLICY NO:	B1.8
		CROSS REF.:	
EFFECTIVE DATE:	November 26, 2002	APPROVED BY:	Board
REVISION DATE:	XXXX XX, 20XX	PAGE:	1 of 1

PURPOSE:

To establish a process in the review of ALR applications for the exclusion, subdivision and non-farm use of lands within the Provincial Agricultural Land Reserve (ALR).

POLICY:

1. Electoral Area Director comment on applications for exclusion, subdivision, or non-farm use of ALR land.

All applications under the *Agriculture Land Commission (ALC) Act* for exclusion, subdivision, or non-farm use of ALR land are to be forward to the Electoral Area Director for the Electoral Area in which the subject property resides along with a completed ALC local government report in order to allow the Director to provide comment on the application. Director comments and are to be provided to staff in writing and are to be forwarded to the Agricultural Advisory Committee (AAC) by staff through inclusion in the referral to the AAC for comment on the application. The Area Director’s comments will then be provided to the ALC by staff through inclusion in the local government report to the ALC.

2. Agricultural Advisory Committee comment on applications for exclusion, subdivision, or non-farm use of ALR land.

All applications under the *Agriculture Land Commission (ALC) Act* for exclusion, subdivision, or non-farm use of ALR land are to be forward to the Agricultural Advisory Committee (AAC) along with a completed ALC local government report in order to allow the AAC to provide comment and recommendation on the application. If the Area Director has provided comments on the application, the Director’s comments will be included with the referral to the AAC. AAC comments and recommendations are to be forward to the ALC by including the AAC motion in the local government report to the ALC.

3. Board Standing resolution regarding applications for the exclusion of lands within the ALR.

All decision-making regarding whether land should be in the Agriculture Land Reserve (ALR) shall be allocated to the Agricultural Land Commission.

All ALR exclusion applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) and are to include the following Board policy statement:

If the ALC deems it appropriate to remove land from the ALR then the Board will consider the development of the land in accordance with the Regional Growth Strategy and the Official Community Plan.

4. Board Standing resolution regarding RDN land use regulations on lands which are excluded from the ALR.

Should the Provincial Agricultural Land Commission exclude land from the ALR, the Regional District will determine the appropriate use of the land through its official community plan and zoning processes.

5. Board Standing resolution regarding applications for the subdivision of lands within the ALR.

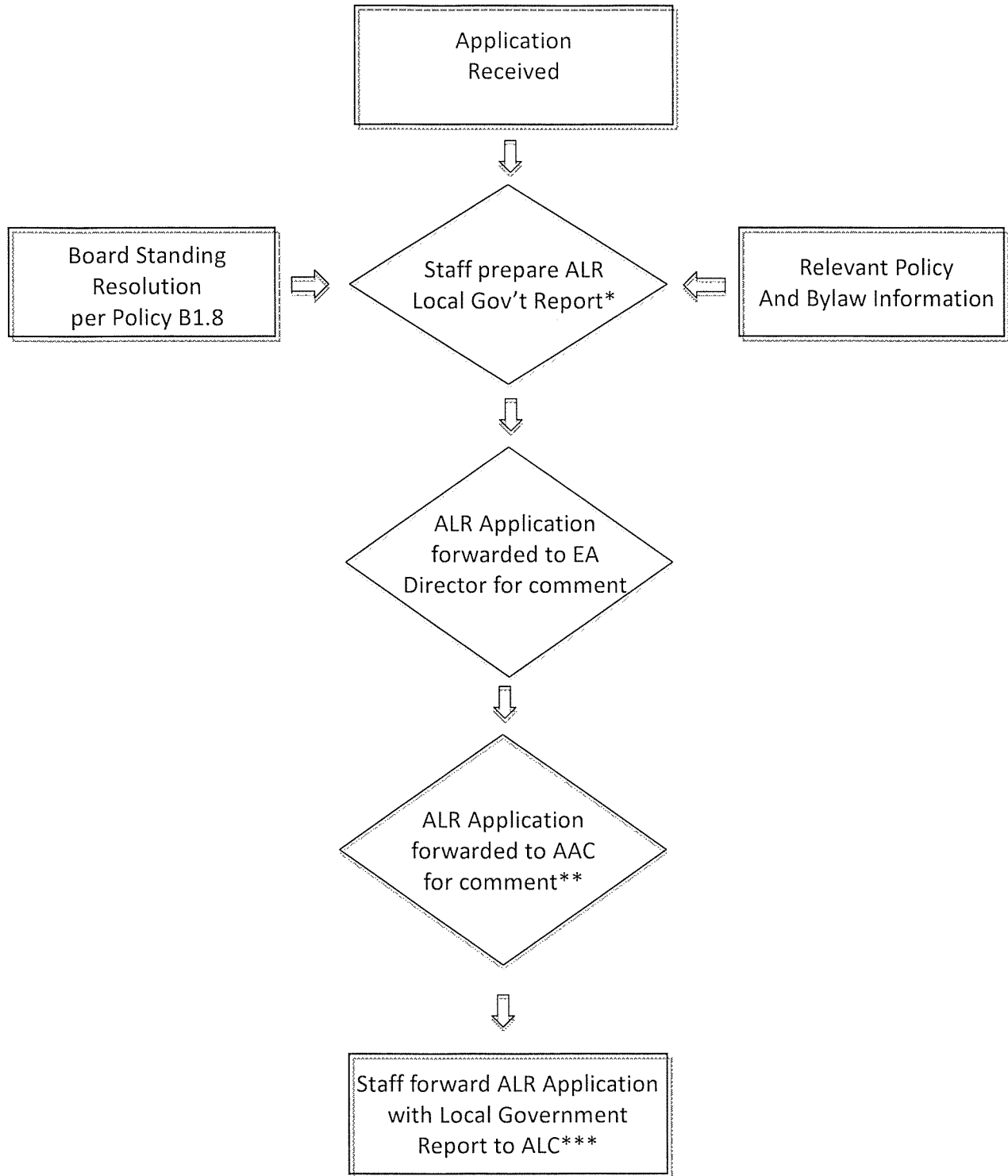
All ALR subdivision applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) and are to include the following Board policy statement:

As outlined in the Regional Growth Strategy, the Regional District of Nanaimo fully supports the mandate of the Agricultural Land Commission (ALC) and the preservation of land within the Agricultural Land Reserve (ALR) for agricultural use. The Regional District encourages the ALC to only consider subdivision where in the opinion of the ALC the proposal will not negatively impact the agricultural use of the land or adjacent ALR lands.

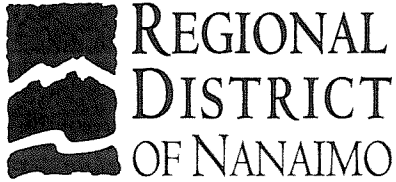
6. Board Standing resolution regarding applications for the non-farm use of lands within the ALR.

All ALR non-farm use applications are to be forwarded to the Provincial Agricultural Land Commission (ALC) with no resolution of support or opposition from the Regional Board of Directors.

**Attachment 4
Proposed ALR Application Review Process**



- * Includes Standing Board Resolution
- ** Includes EA Director comment if provided
- *** Includes comments from EA Director and AAC



RDN REPORT		[Handwritten initials]
CAO APPROVAL		
EAP		
COW	✓	
JAN 23 2014		
RHD		
BOARD		

MEMORANDUM

TO: Sean De Pol
Manager, Wastewater Services

DATE: January 20, 2014

FROM: Jessica Dorzinsky
Wastewater Program Coordinator

FILE: 4520-20-49

SUBJECT: Bylaw No. 975.61 - Pump & Haul Local Service Establishment Amendment to Exclude Lot 58, District Lot 78, Plan 14275, Nanoose Land District

PURPOSE

To recommend an amendment to the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" to remove a property from the Pump & Haul Local Service Area.

BACKGROUND

Written notice was received on November 4, 2013 from Mr. & Mrs. Marylou Karakochuk, requesting that the following property, located within Nanoose Bay District, be excluded from the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995":

- Lot 58, District Lot 78, Plan 14275, Nanoose District
3168 Dolphin Drive, Nanoose Bay, Electoral Area E (see Appendix A)

The bylaw to originally include this property in the Pump & Haul Local Service Area was adopted on October 8, 2002.

An authorized person, as defined in the Sewerage System Regulations (effective May 31st, 2005), has since installed an onsite sewerage system in accordance with the regulations, and a Sewerage System Letter of Certification has been filed with Vancouver Island Health Authority. The property is being serviced by a Type 1 Septic System. Therefore, the pump and haul service is no longer required.

ALTERNATIVES

1. Approve an amendment to the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" to exclude Lot 58, District Lot 78, Plan 14275, Nanoose District (Electoral Area 'E).
2. Do not approve the amendment.

FINANCIAL IMPLICATIONS

There are no financial implications. The pump and haul program is a user pay service, in which the participant pays an application fee and an annual user fee.

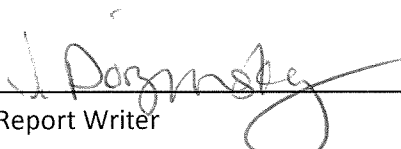
SUMMARY/CONCLUSIONS


Written notice was received from the property owner of Lot 58, District Lot 78, Plan 14275, Nanoose District from the Pump & Haul Local Service Area because the property owner has had a septic field installed.


Wastewater Services staff are recommending that the Board approve an amendment to the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995", to exclude the property from the Pump and Haul Local Service Area.

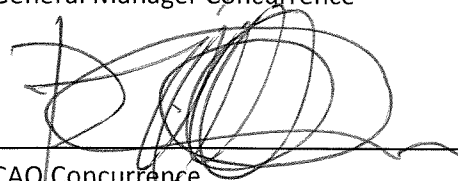
RECOMMENDATIONS

1. That the boundaries of the "Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot 58, District Lot 78, Plan 14275, Nanoose District (Electoral Area 'E).
2. That the "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014" be introduced and read three times.

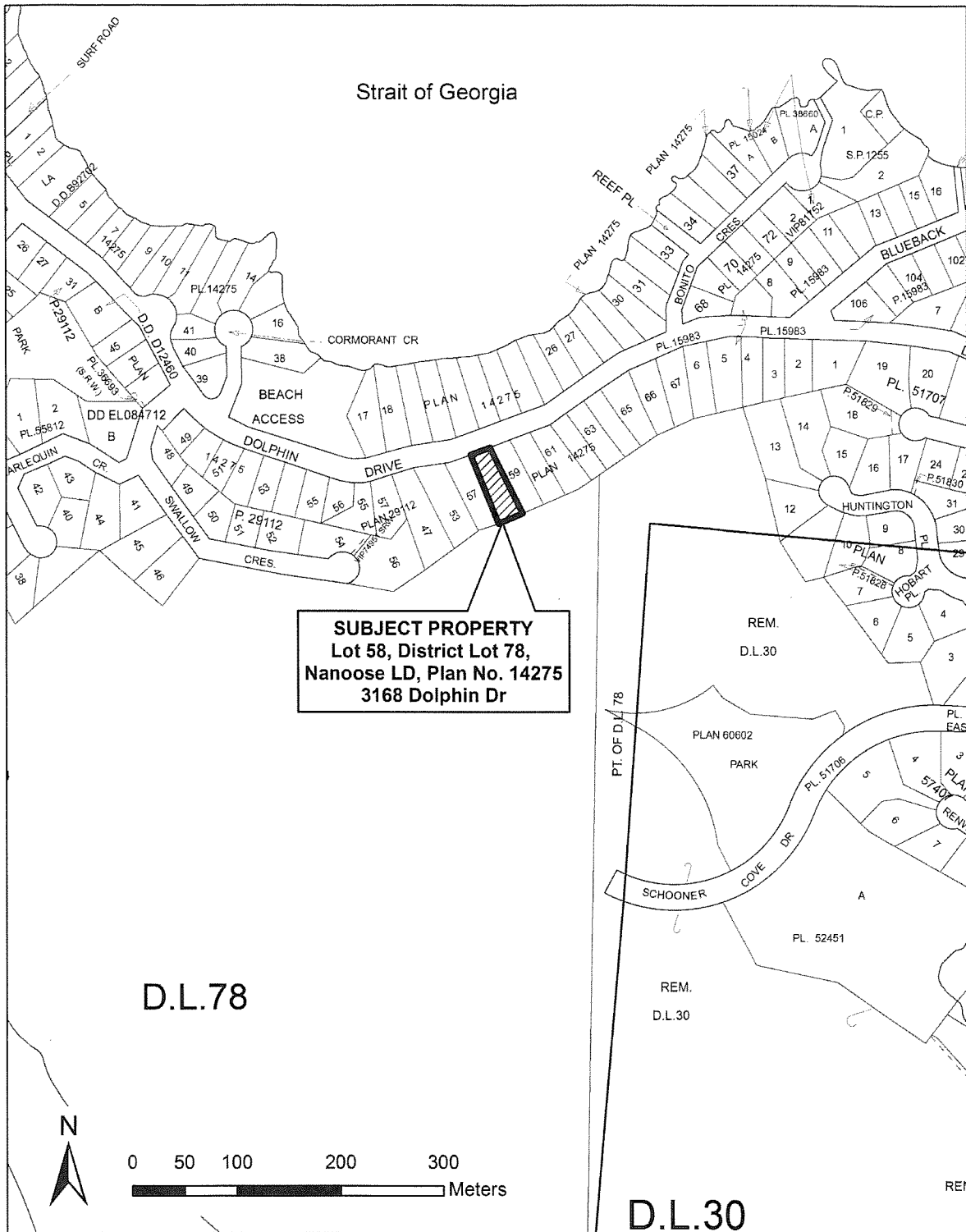

Report Writer


Manager Concurrence


General Manager Concurrence


CAO Concurrence

APPENDIX A



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 975.61

A BYLAW TO AMEND THE BOUNDARIES OF THE
PUMP & HAUL LOCAL SERVICE

WHEREAS the Regional District of Nanaimo established a Pump and Haul Service pursuant to Bylaw No. 975, cited as “Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995”;

AND WHEREAS the Board of the Regional District of Nanaimo has been petitioned by the property owner to reduce the boundaries of the service area to exclude the land legally described as:

- Lot 58, District Lot 78, Plan 14275, Nanoose District;

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

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

1. Citation

This bylaw may be cited for all purposes as “Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014”.

2. Amendment

“Regional District of Nanaimo Pump & Haul Local Service Establishment Bylaw No. 975, 1995” is amended by deleting Schedule ‘A’ and replacing it with the Schedule ‘A’ attached to and forming part of this bylaw.

Introduced and read three times.

Adopted this .

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.61, 2014".

Chairperson

Corporate Officer

BYLAW NO. 975.61

SCHEDULE 'A'

Electoral Area 'B'

1. Lot 108, Section 31, Plan 17658, Nanaimo Land District.
2. Lot 6, Section 18, Plan 17698, Nanaimo Land District.
3. Lot 73, Section 31, Plan 17658, Nanaimo Land District.
4. Lot 26, Section 12, Plan 23619, Nanaimo Land District.
5. Lot 185, Section 31, Plan 17658, Nanaimo Land District.
6. Lot A, Section 31, Plan VIP84225, Gabriola Island, Nanaimo District
7. Lot 120, Section 31, Plan 17658, Nanaimo Land District.
8. Lot 108, Section 12, Plan 23435, Nanaimo Land District.
9. Lot 75, Section 13, Plan 21531, Nanaimo Land District.
10. Lot 85, Section 18, Plan 21586, Nanaimo Land District.
11. Lot 14, Section 21, Plan 5958, Nanaimo Land District.
12. Lot 108, Section 13, Plan 21531, Nanaimo Land District.
13. Lot 84, Sections 12 & 13, Plan 21531, Nanaimo Land District.
14. Lot 72, Section 13, Plan 21531, Nanaimo Land District.
15. Lot 61, Section 18, Plan 21586, Gabriola Island, Nanaimo District.

Electoral Area 'E'

1. Lot 1, District Lot 72, Plan 17681, Nanoose Land District.
2. Lot 17, District Lot 78, Plan 14212, Nanoose Land District.
3. Lot 32, District Lot 68, Plan 26680, Nanoose Land District.
4. Lot 13, Block E, District Lot 38, Plan 13054, Nanoose Land District.
5. Lot 13, District Lot 78, Plan 25828, Nanoose Land District.
6. Lot 28, District Lot 78, Plan 15983, Nanoose Land District.
7. Lot 23, District Lot 78, Plan 14212, Nanoose Land District.
8. Lot 23, District Lot 78, Plan 28595, Nanoose Land District.
9. Lot 53, District Lot 78, Plan 14275, Nanoose Land District.
10. Lot 12, District Lot 8, Plan 20762, Nanoose Land District.
11. Lot 57, District Lot 78, Plan 14275, Nanoose District
12. Lot 18, District Lot 78, Plan 19688, Nanoose District

Electoral Area 'F'

1. Lot 2, District Lot 74, Plan 36425, Newcastle Land District.

Electoral Area 'G'

1. Lot 28, District Lot 28, Plan 26472, Nanoose Land District.
2. Lot 1, District Lot 80, Plan 49865, Newcastle Land District.

Electoral Area 'H'

1. Lot 22, District Lot 16, Plan 13312, Newcastle Land District.
2. Lot 29, District Lot 81, Plan 27238, Newcastle Land District.
3. Lot 46, District Lot 81, Plan 27238, Newcastle Land District.
4. Lot 9, District Lot 28, Plan 24584, Newcastle Land District.
5. Lot 41, District Lot 81, Plan 27238, Newcastle Land District.
6. Lot 20, District Lot 16, Plan 13312, Newcastle Land District.
7. Lot 1, District Lot 40, Plan 16121, Newcastle District.
8. Lot 27, Plan 16121, District Lot 40, Newcastle Land District.

District of Lantzville

1. Lot 24, District Lot 44, Plan 27557, Wellington Land District.
2. Lot A, District Lot 27G, Plan 29942, Wellington Land District.
3. Lot 1, District Lot 85, Plan 15245, Wellington Land District.



RDN REPORT		[Handwritten initials]
CAC APPROVAL		
EAP		
COW	✓	
FEB 04 2014		
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BOARD		

MEMORANDUM

TO: Randy Alexander
General Manager, Regional and Community Utilities

DATE: January 22, 2014

FROM: Mike Donnelly
Manager of Water & Utility Services

FILE: 5500-22-01

SUBJECT: Bylaw No. 1655.02 - Water User Rate Amendments 2014

PURPOSE

To obtain Board approval for proposed water user rate amendments.

BACKGROUND

Water user rates in all the Regional District of Nanaimo (RDN) water service areas are proposed to increase by 2% in accordance with the 2014 Financial Plan and be in effect for May 1, 2014. Water user rates for the eight RDN water service areas utilize a common rate structure based on an “inclining block” rate which encourages water conservation and minimizes resource waste. The eight RDN water service areas include Whiskey Creek, Melrose Terrace, Surfside, French Creek, Englishman River Community, San Pareil, Nanoose Bay Peninsula, and Decourcey. *Regional District of Nanaimo Water Services Fees & Charges Bylaw No. 1655, 2012* requires amending in order to effect a change to the water user rates.

Below are two tables illustrating the existing rates and the proposed rates for 2014. The structure on which the rates are established does not change, only the rates for the various blocks of water use.

The existing water user rates in the RDN water service areas are:

Minimum Daily Rate	Average Daily Consumption in cubic metres					
	Up to 0.7 m ³	.71 to 1.4 m ³	1.41 to 2.1 m ³	2.11 to 2.8 m ³	2.81 to 3.5 m ³	over 3.50 m ³
\$0.29	\$0.94	\$1.08	\$1.37	\$1.63	\$2.17	\$3.25

The proposed water user rate increase of 2% by May 1, 2014 would result in the following;

Minimum Daily Rate	Average Daily Consumption in cubic metres					
	Up to 0.7 m ³	.71 to 1.4 m ³	1.41 to 2.1 m ³	2.11 to 2.8 m ³	2.81 to 3.5 m ³	over 3.50 m ³
\$0.30	\$0.96	\$1.10	\$1.40	\$1.66	\$2.21	\$3.32

ALTERNATIVES

1. Approve the proposed water user rate increase and associated bylaw amendment.
2. Do not approve the proposed water user rate increase and provide alternate direction to staff.

FINANCIAL IMPLICATIONS

Under Alternative 1, if the water user rates are increased as proposed, then the ongoing maintenance, upgrades and improvements under each water system capital plan can proceed as laid out in the 2014 financial plan. The rate structure was developed to provide the necessary funding required for ongoing operation of the water service areas.

Under Alternative 2, if the water user rates are not increased as proposed, there would be a reduction in financial support for the operation of all RDN water systems. Funding reductions would result in reduced operational activity including regular system maintenance and upgrades. Staff do not recommend this alternative.

STRATEGIC PLAN IMPLICATIONS

Sufficient funding levels support the effective operation of the RDN’s eight water systems and allow for continuous improvements to the provision of safe drinking water.

SUMMARY

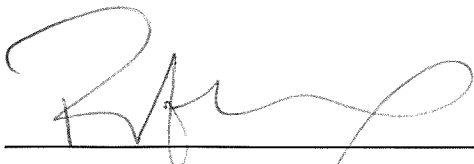
The RDN’s eight water systems utilize a common rate structure based on an “inclining block” rate, whereby consumer costs for the quantity of water used are directly related to consumption (i.e., Higher water users pay higher user rates). Staff recommend that the water user rates be increased in accordance with the 2014 financial plan, and that the rates be in effect May 1, 2014. The updated user rate increase of 2% supports the ongoing maintenance and upkeep of RDN drinking water systems. *Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014* is attached for Board consideration and adoption.

RECOMMENDATIONS

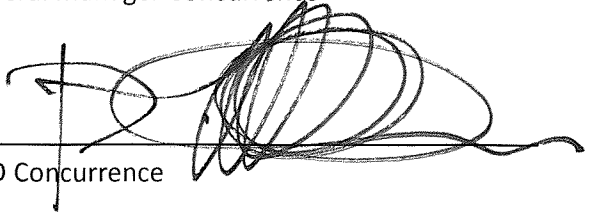
1. That “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014” be introduced and read three times.



Report Writer



General Manager Concurrence



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1655.02

**A BYLAW TO AMEND THE FEES AND CHARGES FOR
REGIONAL DISTRICT OF NANAIMO WATER SERVICES**

WHEREAS The Board of the Regional District of Nanaimo adopted the “Regional District of Nanaimo Water Services Fees & Charges Bylaw No. 1655, 2012” which established fees and charges for water services;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to introduce water user rate increases of 2% in accordance with the 2014 Financial Plan;

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

1. Citation

This bylaw may be cited for all purposes as the “Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.02, 2014”.

2. Amendment

“Regional District of Nanaimo Water Services Fees & Charges Bylaw No. 1655, 2012” is amended as follows:

By deleting Schedule ‘A’ of Bylaw No. 1655 and replacing it with the Schedule ‘A’ attached to and forming part of this bylaw.

3. Effective Date

The effective date of this Bylaw is May 1, 2014.

Introduced and read three times this day of, 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'A'

WATER RATES

1. (a) Calculated on the average daily consumption per unit:
 - i) For the first 0.7 cubic meters per day, \$0.96 per cubic meter.
 - ii) From 0.71 to 1.4 cubic meters per day, \$1.10 per cubic meter.
 - iii) From 1.41 to 2.1 cubic meters per day, \$1.40 per cubic meter.
 - iv) From 2.11 to 2.8 cubic meters per day, \$1.66 per cubic meter.
 - v) From 2.81 to 3.5 cubic meters per day, \$2.21 per cubic meter.
 - vi) Over 3.50 cubic meters per day, \$3.32 per cubic meter.
- (b) Minimum rate is \$0.30 per day.
- (c) Un-metered connections - \$3.00 per day.
- (d) Schools – As per (a) above plus \$80.00 per billing period.
- (e) Un-metered fire lines, \$65.00 per billing period.



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BOARD		

MEMORANDUM

TO: Randy Alexander
General Manager, Regional and Community Services

DATE: January 22, 2014

FROM: Mike Donnelly
Manager of Water and Utility Services

FILE: 5500-20

SUBJECT: Sanitary Sewer User Rate Amendments

PURPOSE

To obtain Board approval for proposed sanitary sewer user rate amendments.

BACKGROUND

Sanitary sewer system user rates in the Regional District of Nanaimo (RDN) water service areas are proposed to increase by the following amounts based on the 2014 Financial plan.

French Creek	5%
Fairwinds	2%
Surfside	2%
Barclay Crescent	3%
Cedar	3%

Sanitary sewer user fees in conjunction with service area parcel taxes are required to support the ongoing maintenance and upgrades to the various sanitary sewer collection systems.

ALTERNATIVES

1. Approve the proposed amendments to the sanitary sewer user rates as outlined in the attached amendment bylaws.
2. Do not approve the rate amendments.

FINANCIAL IMPLICATIONS

Alternative 1 provides the necessary funding to continue with regular maintenance and upgrades to the sanitary sewer collection systems. The proposed rate amendments are in line with the 2014 financial plan.

Alternative 2 will result in reduced maintenance and system upgrade activity. Reduced maintenance of sanitary sewer collection systems can result in the increased likelihood of line blockages and possible flooding of homes. Unrepaired system leaks can lead to water infiltration which raises capacity implications within the treatment processes, and can also lead to contamination of surface and groundwater sources.

STRATEGIC PLAN IMPLICATIONS

Sanitary sewer collection systems are an integral part of the waste collection and treatment process. By ensuring the safe and effective operation of the collection systems the possibility of contamination of property, ground or surface water is minimized and the impacts of groundwater infiltration into the collection system and the resulting impact on treatment facilities is reduced.


SUMMARY/CONCLUSIONS

Sufficient funding is necessary to ensure that regular maintenance and system upgrades are properly funded. That funding allows for the ongoing maintenance and upgrading of the sanitary sewer collection systems.

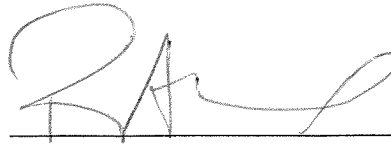
It is recommended that the sanitary sewer user rates be increased in accordance with the 2014 financial plan.

RECOMMENDATIONS

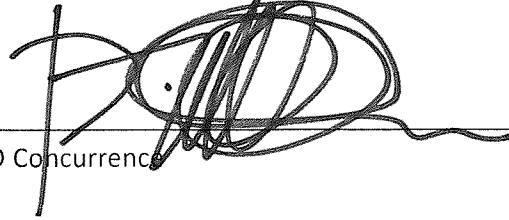
1. That "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.06, 2014" be introduced and read three times.
2. That "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.06, 2014" be adopted.
3. That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.14, 2014" be introduced and read three times.
4. That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.14, 2014" be adopted.
5. That "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.17, 2014" be introduced and read three times.
6. That "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.17, 2014" be adopted.
7. That "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.05, 2014" be introduced and read three times.
8. That "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.05, 2014" be adopted.
9. That "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.03, 2014" be introduced and read three times.
10. That "Cedar Sewer Rates and Regulations Amendment Bylaw No.1532.03, 2014" be adopted.



Report Writer



General Manager Concurrence



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1241.06

**A BYLAW TO AMEND THE SURFSIDE
SEWER USER RATES AND REGULATIONS
BYLAW NO. 1241**

WHEREAS The Board of the Regional District of Nanaimo adopted the "Surfside Sewer Rates and Regulation Bylaw No. 1241, 2001" which provides for the regulation of sewer collection and established the fees and charges for the sewer service;

AND WHEREAS the Board wishes to amend the rates for properties having the sewer collection system service available to them;

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

1. Citation

This bylaw may be cited for all purposes as the "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.06, 2014".

2. Amendment

"Surfside Sewer Rates and Regulation Bylaw No. 1241, 2001" is amended as follows:

By deleting Schedule 'D' of Bylaw 1241 and replacing it with Schedule 'D' attached to and forming part of this bylaw.

Introduced and read three times this day of , 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'D'
[Section 19.1]

USER CHARGE
[if applicable]

1. Billing and Payment:

- (a) Annual sewer rates as invoiced by the Regional District are due and payable on presentation. A ten (10%) percent discount will be applied if payment of all outstanding charges in effect from time to time is received on or before the discount date shown on the invoice.
- (b) Amounts unpaid on the 31st of December in any year shall be deemed to be taxes in arrears and will be transferred to property taxes.
- (c) All payments received will be applied firstly against arrears and then to current balances.

2. Rates Payable:

(a) User Charge:

Classification	Annual Rate
(a) Single Family Residence - up to 12 fixtures	\$ 142.80
- each additional fixture	\$ 11.83
(b) Apartments, Suites or Duplex - Each Unit	\$ 142.80
(c) Cafes and Restaurants – for each group of plumbing fixtures	\$ 142.80
(d) Garage or Service Station	\$ 142.80
(e) Store or Business Premises – for each group of plumbing fixtures	\$ 142.80
(f) Mobile Homes (whether situated in a mobile Home park or not) – per unit	\$ 142.80
(g) Office Building – for each group of plumbing fixtures	\$ 142.80
(h) Churches and Public Halls – for each group of plumbing fixtures	\$ 85.68
(i) Licenses Premises – for each group of plumbing fixtures	\$ 142.80
(j) Motels – per unit – including residential managers’ or owners’ units	\$ 1.12
(k) Hotels – per room	\$ 1.12
(l) Camping – for each group of plumbing fixtures	\$ 1.12
- for each space with a sewer connection	\$ 1.12
(m) Marinas – for each group of plumbing fixtures	\$ 142.80
(n) Laundry, Laundromat or Dry Cleaners – per washer	\$ 81.60
(o) Sani Dump (per connection)	\$ 443.70
(p) Swimming Pool	\$ 107.10

3. Connection Fee \$ 300.00

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 765.14

**A BYLAW TO AMEND THE FAIRWINDS
SEWERAGE FACILITIES SPECIFIED AREA
RATES BYLAW NO. 765**

WHEREAS The Board of the Regional District of Nanaimo adopted the "Fairwinds Sewerage Facilities Specified Area Rates Bylaw No. 765, 1989" which provides for the regulation of sewer collection and established the fees and charges for the sewer service;

AND WHEREAS the Board wishes to amend the rates for properties having the sewer collection system service available to them;

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

1. Citation

This bylaw may be cited for all purposes as the "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.14, 2014.

2. Amendment

"Fairwinds Sewerage Facilities Specified Area Rates Bylaw No. 765, 1989" is amended as follows:

By deleting Schedule 'B' of Bylaw 765 and replacing it with Schedule 'B' attached to and forming part of this bylaw.

Introduced and read three times this day of , 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'B'

FAIRWINDS SEWERAGE FACILITIES USER RATES

Classification	Annual Rate
(a) Private Residential –	
Single Family Dwelling Up to 12 fixtures	\$ 75.58
Each additional fixture	\$ 6.32
(b) Apartments, Condominiums, Duplexes, Hotels, Suites or Strata Title Units – per unit	\$ 75.58
(c) Campground (see item (d) for restrooms or laundry facilities) – per space with sewer connection	\$ 75.58
(d) Commercial	
(i) General, per group of fixtures	\$ 90.58
(ii) Laundry, Laundromat or Dry Cleaners – per washer	\$ 45.70
(e) Sani-dump – per vehicle connection	\$ 452.68
(f) Swimming pool	\$ 56.71
(g) Department of National Defense	By Agreement

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 422.17

**A BYLAW TO AMEND THE FRENCH CREEK
SEWER RATES AND REGULATION
BYLAW NO. 422**

WHEREAS The Board of the Regional District of Nanaimo adopted the "French Creek Sewer Specified Area Rates By-Law No. 422, 1979" which provides for the regulation of sewer collection and established the fees and charges for the sewer service;

AND WHEREAS the Board wishes to amend the rates for properties having the sewer collection system service available to them;

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

1. Citation

This bylaw may be cited for all purposes as the "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.17, 2014".

2. Amendment

"French Creek Sewer Specified Area Rates By-Law No. 422, 1979" is amended as follows:

By deleting Schedule 'A' of Bylaw 422 and replacing it with Schedule 'A' attached to and forming part of this bylaw.

Introduced and read three times this day of , 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'A'
FRENCH CREEK SEWER USER RATES

Classification	Annual Rate
(a) Single Family Residence - up to 12 fixtures	\$ 167.27
- each additional fixture	\$ 13.97
(b) Apartments, Suites or Duplex - Each Unit	\$ 167.27
(c) Cafes and Restaurants - for each group of plumbing fixtures	\$ 167.27
(d) Garage or Service Station	\$ 167.27
(e) Store or Business Premises - for each group of plumbing fixtures	\$ 167.27
(f) Mobile Homes (whether situated in a mobile Home park or not) - per unit	\$ 167.27
(g) Office Buildings - for each group of plumbing fixtures	\$ 167.27
(h) Churches and Public Halls - for each group of plumbing fixtures	\$ 101.33
(i) Licensed Premises - for each group of plumbing fixtures	\$ 167.27
(j) Motels - per unit – including residential manager’s or owner’s unit	\$ 167.27
(k) Hotels – per room	\$ 167.27
(l) Camping - for each group of plumbing fixtures	\$ 167.27
- for each space with a sewer connection	\$ 43.05
(m) Marinas – for each group of plumbing fixtures	\$ 167.27
(n) Laundry, Laundromat or Dry Cleaners – per washer	\$ 87.68
(o) Schools - per connection	\$ 321.83
- plus for each group of plumbing fixtures	\$ 125.37
(p) Swimming Pool	\$ 125.37

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1472.05

**A BYLAW TO AMEND BARCLAY
CRESCENT SEWER RATES AND
REGULATIONS BYLAW NO. 1472**

WHEREAS The Board of the Regional District of Nanaimo adopted the "Barclay Crescent Sewer Rates and Regulations Bylaw No. 1472, 2005" which provides for the regulation of sewer collection and established the fees and charges for the sewer service;

AND WHEREAS the Board wishes to amend the rates for properties having the sewer collection system service available to them;

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

1. Citation

This bylaw may be cited for all purposes as the "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.05, 2014".

2. Amendment

"Barclay Crescent Sewer Rates and Regulations Bylaw No. 1472, 2005" is amended as follows:

By deleting Schedule 'C' of Bylaw 1472 and replacing it with Schedule 'C' attached to and forming part of this bylaw.

Introduced and read three times this day of , 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'C'
[Section 19.1]

USER CHARGE
[if applicable]

1. Billing and Payment:

- (a) Annual sewer rates as invoiced by the Regional District are due and payable on presentation. A ten (10%) percent discount will be applied if payment of all outstanding charges in effect from time to time is received on or before the discount date shown on the invoice.
- (b) Amounts unpaid on the 31st of December in any year shall be deemed to be taxes in arrears and will be transferred to property taxes.
- (c) All payments received will be applied firstly against arrears and then to current balances.

2. Rates:

	Classification	Annual Rates	Other Rates
(a)	Single Family Residence	\$ 243.08	
(b)	Apartments, Suites or Duplex – Each Unit	\$ 243.08	
(c)	Cafes and Restaurants – for each group of plumbing fixtures	\$ 243.08	
(d)	Garage or Service Station	\$ 243.08	
(e)	Store or Business Premises – for each group of plumbing fixtures	\$ 243.08	
(f)	Mobile Homes (whether situated in a Mobile Home Park or not) – per unit	\$ 243.08	
(g)	Churches and Halls – for each group of plumbing fixtures	\$ 243.08	
(h)	Licensed Premises – for each group of plumbing fixtures	\$ 243.08	
(i)	Motels – per unit – including residential managers' or owners' units	\$ 243.08	
(j)	Hotels – per room	\$ 1.08	
(k)	Camping - for each group of plumbing fixtures	\$ 1.08	
	- for each space with a sewer connection	\$ 1.08	
(l)	Laundry, Laundromat or Dry Cleaners – per washer	\$ 81.37	
(m)	Sani Dump (per connection)	\$ 459.38	
(n)	Waste Discharge permit holder	\$ 1,030.00	Daily rate per Part 4

SCHEDULE 'C' continued

3. A group of plumbing fixtures is equivalent to three fixtures.
4. For Waste Discharge permit holders, in addition to the annual fee shown under Part 2. Rates shown above, a daily rate per cubic meter shall apply. The daily rate shall be calculated as follows:

$$\frac{\text{Annual Single Family Residential Rate}}{255 \text{ cu m}} = \text{rate per cubic meter per day}$$

The daily rate shall be applied to the average daily flow calculated from the total annual flows measured for the permit holder divided by 365.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1532.03

**A BYLAW TO AMEND THE CEDAR SEWER
SERVICE AREA RATES AND REGULATIONS
BYLAW NO. 1532**

WHEREAS The Board of the Regional District of Nanaimo adopted the "Cedar Sewer Rates and Regulations Bylaw No. 1532, 2007" which provides for the regulation of sewer collection and established the fees and charges for the sewer service;

AND WHEREAS the Board wishes to amend the rates for properties having the sewer collection system service available to them;

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

1. Citation

This bylaw may be cited for all purposes as the "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.03, 2014".

2. Amendment

"Cedar Sewer Rates and Regulations Bylaw No. 1532, 2007" is amended as follows:

A. By deleting Section 19.1 and replacing it with the following:

"19.1 Every property in the service area shall pay the applicable Base Annual Charge as shown on Schedule 'B' attached to and forming a part of this bylaw."

B. By adding a new Section 19.2 as follows:

"19.2 Every property connected to the sewer collection system shall, in addition to the Base Annual Charge, pay a Daily Rate user fee as shown in Schedule 'B' attached to this bylaw."

C. By deleting Schedule "B" and replacing it with Schedule "B" attached to and forming part of this bylaw.

Introduced and read three times this day of , 2014.

Adopted this day of , 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'B'

USER CHARGES

1. Billing and Payment:

- (a) Annual user charges invoiced by the Regional District are due and payable on presentation. A ten percent (10%) discount will be applied if payment of all outstanding charges in effect from time to time is received on or before the discount date shown on the invoice.
- (b) Amounts unpaid on the 31st of December in any year shall be deemed to be taxes in arrears and will be transferred to property taxes.
- (c) All payments received will be applied firstly against arrears and then to current balances.
- (d) A group of plumbing fixtures is equivalent to three fixtures rounded to the next highest integer (example 4 sinks, plus 2 toilets, plus one shower in a building = 2.3 groups rounded to the next highest integer = 3)

2. User Charges:

Classification	Base Annual Charge	Daily Rate
Single Residential premises (includes mobile homes in mobile home parks or on any parcel of land)	\$226.60 per unit or connection	\$1.55 per dwelling unit per day
Apartments, Condominiums or multi family dwellings	\$226.60 per unit	\$1.44 per unit per day
Assisted living premises	\$1,100	\$75.19
Churches and Halls	\$226.60 per building	\$0.77
Halls, Community Centers and similar facilities	\$226.60 per building	\$0.78
Schools	\$1,133	\$5.670
Commercial premises	\$679.80	\$1.55 per building per day
Motels and Hotels – including residential managers' or owners' units	\$1,133	\$4.53 per unit per day
Camping - for each group of plumbing fixtures within a building	\$226.60	\$1.55
Camping - for each space with a sewer connection	\$226.60	\$0.77
Laundry, Laundromat or Dry Cleaners	\$679.80	\$1.55 per washer per day
Sani Dump	\$679.80 per connection	
Sportsfields	\$679.80	\$0.77



CAO APPROVAL		#
EAP		
COW	✓	
FEB 05 2014		
RHD		
BOARD		

MEMORANDUM

TO: Mike Donnelly
Manager of Water & Utility Services

DATE: February 4, 2014

FROM: Gerald St. Pierre
Project Engineer, Water and Utilities

FILE: 5500-20-FC-18-7570

SUBJECT: Hawthorne Rise Sanitary Sewer Extension – Construction Tender Award

PURPOSE

To consider the award of the construction contract for the Hawthorne Rise Sanitary Sewer Extension project.

BACKGROUND

The subject properties are comprised of 19 lots located in the southern half of Hawthorne Rise, near Johnstone Road and Island Hwy West in French Creek. (See Figure 1). This section of Hawthorne Rise was one of the earlier developments in the French Creek area, and the properties have been serviced by individual septic tanks and on-site septic field disposal systems for over 25 years. As the area has become more developed, sanitary sewer mains have been installed by developers nearby, and most of the properties in the area are now serviced by the community sanitary sewer system. Several Hawthorne Rise residents expressed an interest in having sanitary sewer mains extended to include the southern half of Hawthorne Rise.

At the owners’ request, petitions were mailed to the Hawthorne Rise property owners in May 2013. Signed petitions were received at the RDN Administration Office, with 12 of the 19 property owners in favour of proceeding with the project (more than 50%). The combined value of these properties represents more than 50% of the net taxable value of all land and improvements in the proposed service area. Therefore, with sufficient petition support received, the sanitary sewer capital financing service establishing bylaw, Bylaw No. 1686 and the loan authorization bylaw, Bylaw No. 1687 were adopted by the Board. The Regional District of Nanaimo French Creek Sewerage Facilities Local Service Boundary Bylaw No. 813.51 (2013) and Northern Community Sewer Local Service Boundary Bylaw No. 889.65 (2013) were also adopted by the board.

Detailed Design of the sewer extension was completed by Timberlake-Jones Engineering with the construction portion put out to tender on January 15th, 2014. On January 30th, 2014 the tender was closed and tenders were received from 9 tenderers. Upon completion of an evaluation of the tenders received, the 9 compliant tenders were as follows:

Vendor	Tender Price (without GST)
Milestone Equipment Contracting Inc.	\$121,546.77
Knappett Industries (2006) Ltd.	\$149,140.00
Windley Contracting (2010) Ltd.	\$149,535.50
Locar Industries Ltd.	\$159,190.00
Stone Pacific Contracting Ltd.	\$165,100.00
N. Dale Contracting Inc.	\$171,350.00
Parksville Heavy Equipment Ltd.	\$178,695.96
David Stalker Excavation Ltd.	\$205,024.80
Palladian Developments Inc.	\$244,000.00

The lowest tender price was submitted by Milestone Equipment Contracting Inc. for \$121,546.77.

The Consultant, Timberlake-Jones Engineering, reviewed the tenders and recommended awarding to Milestone Equipment Contracting Ltd.

ALTERNATIVES

1. Award the tender for the Hawthorne Rise Sanitary Sewer Expansion construction to Milestone Equipment Contracting Inc. for \$121,546.77.
2. Do not award the tender and re-tender the project.
3. Provide alternate direction to RDN Staff regarding the project.

FINANCIAL IMPLICATIONS

Under option 1, the project can proceed as planned. The loan authorization bylaw authorized the expenditure of up to \$380,000 for sewer main construction, engineering costs and capital charges. Costs for this project, with the recommended bid, now stand at:

Engineering	\$ 40,020.00
Construction	\$ 121,546.77
Contingency	\$ 12,200.00
Capital Charges	\$ 53,333.00
Total	\$ 227,099.77

This total represents a reduction in costs to residents generated by very competitive pricing from the vendors. Property owners will be advised of the exact amount owing once construction is complete and all costs have been accounted for. Owners will be able to pay their share of the project up front as a 'lump sum' or their amount can be amortized over 20 years and added to parcel taxes. Security issuing and temporary borrowing bylaws authorizing up to \$250,000 are included with this report for approval in order to proceed with the borrowing related to this project.


SUMMARY/CONCLUSIONS

Hawthorne Rise Residents have expressed interest in having a sanitary sewer main extended into their neighbourhood. RDN Staff held an information meeting and sent out petitions to the residents with successful completion of the petition in June of 2013.

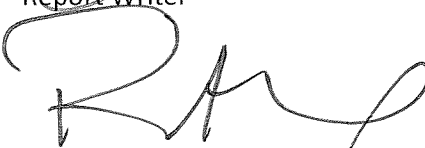
Detailed Design of the sewer extension was completed by Timberlake-Jones Engineering with the construction portion put out to tender on January 15th, 2014. On January 30th, 2014 the tender was closed with 9 tenders received. The lowest tender price was received from Milestone Equipment Contracting Ltd. for \$121,546.77 and the Consultant has recommended awarding the project to this vendor.

RECOMMENDATION

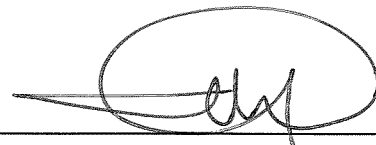
1. That the Board approve Milestone Equipment Contracting Inc. be awarded the construction of the Hawthorne Rise Sanitary Sewer Extension project for the tender price of \$121,546.77.
2. That "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014" be introduced and read three times.
3. That "Hawthorne Rise Sanitary Sewer Capital Financing Service Interim Financing Bylaw No. 1697, 2014" be introduced and read three times.
4. That "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014" be adopted.
5. That "Hawthorne Rise Sanitary Sewer Capital Financing Service Interim Financing Bylaw No. 1697, 2014" be adopted.



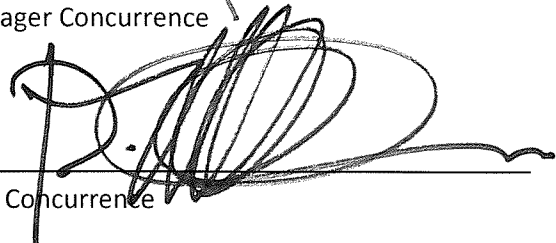
Report Writer



General Manager Concurrence

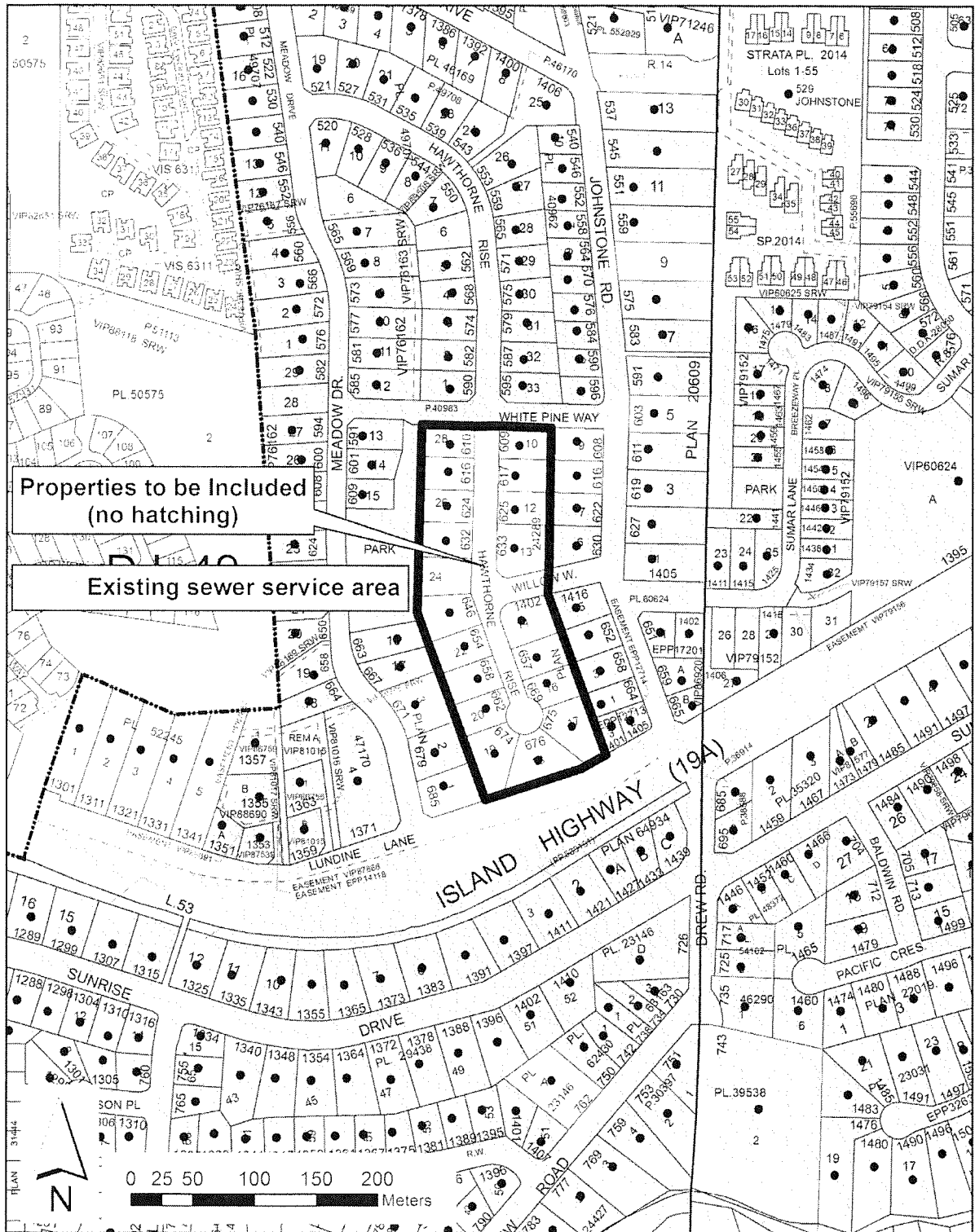


Manager Concurrence



CAO Concurrence

Figure 1 – Location Plan



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1696

A BYLAW TO AUTHORIZE THE ENTERING INTO OF AN AGREEMENT RESPECTING FINANCING BETWEEN THE REGIONAL DISTRICT OF NANAIMO (THE "REGIONAL DISTRICT") AND THE MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA (THE "AUTHORITY")

WHEREAS the Authority may provide financing of capital requirements for regional districts and for their member municipalities by the issue of debentures, or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;

AND WHEREAS, pursuant to the provisions of Section 825 of the *Local Government Act*, the amount of borrowing authorized by the following Loan Authorization Bylaw, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder and the amount being issued under the authority thereof by this bylaw is as follows:

Regional District	L/A Bylaw No.	Purpose	Amount Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue (Yrs.)	Amount of Issue
Nanaimo	1687	Hawthorne Rise Sanitary Sewer Capital Financing Service	\$380,000	Nil	\$380,000	20	\$250,000

Total Financing pursuant to Section 825 \$250,000

AND WHEREAS the Regional Board, by this bylaw, hereby requests that such financing shall be undertaken through the Authority;

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

1. The Authority is hereby requested and authorized to finance from time to time the aforesaid undertakings at the sole cost and on behalf of the Nanaimo Regional District and its municipalities hereinbefore referred to, in Canadian Dollars or in such other currency or currencies as the Authority shall determine so that the amount realized does not exceed Two Hundred Fifty Thousand Dollars (\$250,000) in Canadian Dollars and/or the equivalent thereto and at such interest and with such discounts or premiums and expenses as the Authority may deem consistent with the suitability of the money market for sale of securities of the Authority.
2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chairperson and Director of Finance of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements which said agreement or agreements shall be substantially in the form annexed hereto as Schedule 'A' and made part of this bylaw (such agreement or agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule 'A' shall be dated and payable in the principal amount or amounts of money in Canadian Dollars or as the Authority shall determine and subject to the *Local Government Act*, in such other currency or currencies as shall be borrowed by the Authority pursuant to Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligations incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signatures of the Chairperson and Director of Finance.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Victoria and at such time or times as shall be determined by the Treasurer of the Authority.
7. If during the currency of the obligations incurred under the said Agreement to secure borrowings in respect of Hawthorne Rise Sanitary Sewer Capital Financing Service Loan Authorization Bylaw No. 1687, the anticipated revenues accruing to the Regional District from the operation of the said Hawthorne Rise Sanitary Sewer Capital Financing Service are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.

8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided however that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, and deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional District shall make provision to discharge such liability.
9. At the request of the Treasurer of the Authority and pursuant to Section 15 of the *Municipal Finance Authority Act*, the Regional District shall pay over to the Authority such sums and execute and deliver such promissory notes as are required pursuant to said Section 15 of the *Municipal Finance Authority of British Columbia Act*, to form part of the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014".

Introduced and read three times this ___ day of _____, 2014.

Adopted this ___ day of _____, 2014.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

C A N A D A
PROVINCE OF BRITISH COLUMBIA

AGREEMENT
REGIONAL DISTRICT OF NANAIMO

The Regional District of Nanaimo (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia (the "Authority") at its Head Office in Victoria, British Columbia, the sum of _____ in lawful money of Canada, together with interest thereon from the _____, at varying rates of interest, calculated semi-annually in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the table appearing on the reverse hereof commencing on the _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

Dated at _____ British Columbia, this ____ of _____, 20__.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. cited as "Hawthorne Rise Sanitary Sewer Capital Financing Service Security Issuing Bylaw No. 1696, 2014", this Agreement is sealed with the Corporate Seal of the Regional District and signed by the Chairperson and the Director of Finance thereof.

Chairperson

Director of Finance

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any court of the Province of British Columbia.

Dated this ____ day of _____, 20__.

Inspector of Municipalities of British Columbia

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1697

**A BYLAW TO AUTHORIZE TEMPORARY BORROWING
OF MONEY PENDING THE ISSUANCE OF SECURITIES
WHICH HAVE BEEN AUTHORIZED**

WHEREAS pursuant to Section 823.2 of the *Local Government Act* a regional district may, where it has adopted a loan authorization bylaw, borrow temporarily without further assents or approvals, from any person under the conditions therein set out;

AND WHEREAS by "Hawthorne Rise Sanitary Sewer Capital Financing Loan Authorization Bylaw No. 1687, 2013" ("Bylaw No. 1687"), the Board of the Regional District of Nanaimo was authorized to borrow upon the credit of the Regional District a sum not exceeding \$380,000.00 for the purpose of the Hawthorne Rise Sanitary Sewer Service capital upgrades;

AND WHEREAS the remaining authorized borrowing power under the said Bylaw No. 1687 stands at \$380,000.00;

AND WHEREAS the Board wishes to borrow temporarily before entering into long term debt;

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

1. The Board of the Regional District of Nanaimo is hereby authorized and empowered to borrow temporarily from any person or body corporate, sums not exceeding \$250,000.00 solely for the purposes specified in Bylaw No. 1687.
2. The form of obligations, to be given to the lender in acknowledgement of the liability of the said Regional District Board shall be a promissory note, or notes, bearing the Corporate Seal of the Regional District of Nanaimo and signed by the Chairperson and Director of Finance of the Regional District.
3. The proceeds from the sale of debentures or so much thereof as may be necessary shall be used to repay the money so borrowed.
4. This bylaw may be cited as "Hawthorne Rise Sanitary Sewer Capital Financing Service Interim Financing Bylaw No. 1697, 2014".

Introduced and read three times this __ day of _____, 2014.

Adopted this __ day of _____, 2014.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE
REGIONAL LIQUID WASTE ADVISORY COMMITTEE
REGULAR MEETING
HELD ON TUESDAY, NOVEMBER 19, 2013
IN THE RDN BOARD CHAMBERS**

Present:

George Holme	Meeting Chair, Director Electoral Area 'E'
Bob Weir	Town of Qualicum Beach
John Elliott	City of Nanaimo
Kirsten White	Ministry of Environment
Frank Van Eynde	Public Representative (North)
Michelle Jones	Business Representative (North)
Brian Dempsey	Director (Lantzville)
Vaughn Figueira	City of Parksville
Douglas Anderson	Public Representative (South)
Christianne Wilhelmson	Environment Representative

Also in attendance:

Randy Alexander	General Manager, Regional & Community Utilities, RDN
Sean De Pol	Manager of Wastewater Services, RDN
Shelley Norum	Wastewater Coordinator, RDN
Rebecca Graves	Recording Secretary, RDN
Lauren Fegan	Special Projects Assistant, RDN

Regrets:

George Anderson	Director (City of Nanaimo)
Bill Bestwick	Director (Nanaimo)
Fred Spears	District of Lantzville
James Arnott	Environment Canada
Baljeet Mann	Ministry of Environment
Glenn Gibson	Vancouver Island Health Authority
James Wesley	Snuneymuxw First Nation
Blair Nicholson	Business Representative (South)

CALL TO ORDER

Chairman Holme called the meeting to order at 12:30 pm.

MINUTES

MOVED F. Van Eynde, SECONDED B. Dempsey, that the minutes of Regional Liquid Waste Advisory Committee regular meeting of July 8, 2013 be approved.

CARRIED

REPORTS

Public Consultation, First Nations Engagement and Next Steps (S. Norum)

S. Norum informed the committee on the current status of the consultation and engagement process with a presentation (attached). First Nations engagement is progressing and will continue, even after the amendment is complete. Public consultation is wrapping up.

The draft LWMP amendment was distributed for consultation in August 2013 and is available online. The LWMP website was updated to one that is more user-friendly. Also posted to the website are: factsheets, the list of public meeting time and dates, FAQs, the survey and discussion papers.

In August 2013, the RDN mailed an information flyer to every household in the RDN to inform them of the LWMP amendment and the public consultation process and feedback opportunities. In addition to the flyers, the RDN placed 14 advertisements in 8 different newspapers. As well, the Electoral Area updates featured an article on the LWMP amendment. 56 local business and residents associations were also informed of the public consultation and feedback opportunities.

The RDN held 12 meetings from August through to October to provide the public with information on the LWMP amendment and to obtain feedback. There was at least one meeting in every municipality and electoral area. The 2-hour long public meetings included a half-hour poster review/information session and a 1.5 hour question-and-answer period. The Q&A session focussed on a set of standard questions which addressed each of the LWMP's ten programs. In total, 116 people participated in the public meetings.

RDN residents were asked to complete a feedback survey. The survey is still open. To date, we have received 116 responses. Most of the respondents were from Nanaimo, Electoral Area E (Nanoose Bay) and Electoral Area G (French Creek).

Including annual open houses, public meetings, the survey, phone calls and emails, more than 1,016 people have participated directly in the LWMP amendment consultation process so far.

S. Norum summarized feedback trends regarding the LWMP programs.

The next steps include a Board seminar (November 26, 2013) followed by a Board report in January 2014. After Board approval of the LWMP amendment, the RDN will submit the amendment to Minister of Environment. The RDN will consider adding an RLWAC meeting before submission of the plan to the Minister.

Open Discussion on LWMP Amendment

B. Dempsey asked if the discussion of greywater reuse in the public meetings was at the property only or something bigger. S. Norum replied that discussions were around greywater use at the property level.

B. Dempsey mentioned that the CRD denied a proposal for biosolids application in the Sooke area because the residents didn't want it and asked if the VIU woodlot can sustain bio-solids forever or will

we have to look else-where for other property or possibly look at an energy project with all our waste? In response, there is enough space in the existing biosolids application area for many more years of biosolids application.

F. Van Eynde asked how frequently three-way funding between the local government, the province, and the federal government becomes available and if it does how ready are we to apply? R. Alexander commented that funding does come available from time to time depending on the economic situation. There is no indication that provincial funding will be available but the federal government has indicated they may have some infrastructure funding available next year.

B. Weir addressed the public's perception that VIHA ignores the complaints regarding onsite systems, and asked who is monitoring the septic systems? Is there any action or plans to improve the review or performance of this agency and its duties? R. Alexander replied that it is an issue that's been identified in our consultation process but there isn't a plan to address it at this point. S. De Pol commented that onsite systems fall under provincial jurisdiction. If there is a wish for the RDN to get involved we will respond to that request but we haven't had a formal request to have the RDN take that function on. We've dealt with expanding sewer boundaries but if we expand the service area, that expansion is paid for solely by that service area. As you include more people into the function the overall cost per connection typically goes down.

D. Anderson commented on the meetings with First Nations, and inquired into their response and feedback. S. Norum replied that the RDN has initiated conversations with 22 First Nations Groups. As well, we have tried to meet with the three resident First Nations: Qualicum First Nation, Nanoose First Nation and Snuneymuxw First Nation. Meetings with Qualicum First Nation were more informal but we have exchanged information about the LWMP and provided a tour of the FCPC. A Qualicum First Nation Councillor came to the public meeting in Bowser and had access to all of the information. We have been told that the Chief and Council have reviewed our information and they came back with a verbal acknowledgement and expressed there was no concern. We have met once with technical staff from Snuneymuxw First Nation and the Engineers and discussed the need for secondary and in general it was agreed that the concept was a good move forward. The LWMP amendment has been raised during meetings for other business with the Nanoose First Nation but we have not had any specific discussions with the Nanoose First Nation regarding the LWMP amendment to date.

V. Figueira asked if the public's concern around onsite systems was with existing systems or adding new systems. S. Norum stated that the public were most concerned with the older failing septic systems. V. Figueira stated that certainly there's a role by the regional approving officer in approving new developments and making sure the engineers or the developers are approving that the septic fields are actually going to be able to take the flows.

R. Alexander added to the discussion regarding the Snuneymuxw First Nation engagement and how it is being carried out at three levels. At one level, there is correspondence between Chair Stanhope and their Chief and Council to find out if there are any concerns with the LWMP Amendment that may affect their aboriginal interests. On another level, there is ongoing communication between our CAO and their

senior staff person to coordinate those efforts. There is also engagement at the staff level, which is on technical aspects on the plan. Formal feedback will come from Snuneymuxw First Nations at a higher level.

K. White made a comment that the Ministry of Environment would like to recommend one last RLWAC meeting following consultation in order to provide committee members for any last minute revisions to review and have more formal endorsement at that time.

S. Norum invited committee members to comment on the Public Wastewater Systems Program presentation and asked for recommendations (only programs that had comments & recommendations are listed below).

Private Onsite Systems Program:

D. Anderson noted that the change between provincial regulations (SSPM/MWR) occurred at 22.4 m³/day (approximately 35 persons); cost to users increase significantly and that was a more logical point for intervention by the RDN. He recommended reconsideration to use that value in the LWMP. S. De Pol replied that a review on publicly owned onsite systems was done about five years ago and report went to the Board. As part of that review we looked at an optimal size from an economical scale and anything fewer than 60 came up too expensive to maintain.

Rainwater Management Program:

K. White mentioned that the Ministry will be providing more comments once the plan is finalized. K. White mentioned that the MWR requires a plan to reduce and eventually eliminate overflows. S. De Pol mentioned the MWR requires us to manage flows up to five-year wet weather event. Our systems rarely overflow and never under these conditions.

Odour Control Program:

G. Holme commented that the NBPCC does generate the odd call about the smell but it doesn't warrant a big upgrade right now as it's not being used to its capacity.

Volume Reduction Program:

B. Dempsey said that Lantzville charges for sewer based on average water consumption since those who use lots of water place higher demands on the wastewater treatment plant. This bylaw also gets people to conserve water.

I&I Program:

D. Anderson said that he doesn't see sufficient determination to deal with I&I all the way up to the principal source which is on private property. J. Elliott commented that the City of Nanaimo is currently working on an I&I reduction program in the Harwood area. They are addressing any problems through capital projects or repairs at the time.

R. Alexander offered the committee one last opportunity to share thoughts comments or thoughts that they would like to take forward to the RDN Board. D. Anderson questioned if all the municipal organizations are on board with the costs identified in this plan? R. Alexander said that yes they are all

able to make that decision. We have presented to municipal councils and all the information is available to make that decision and assessment. C. Wilhelmson commended the RDN on their approach to public consultation as it was thorough and not many organizations can say that they have reached the entire population. She also expressed that the LWMP amendment looks like it could have been written five years ago as it does not capture much of their input from the past years of discussion. The LWMP should speak to the future but currently it's speaking more to the present and past. The GSA would like the opportunity to look at the revised document. She requested that the final LWMP amendment include more explicit commitments.

NEXT MEETING

TBA

ADJOURNMENT

Chairman Holme adjourned the meeting at 1:43 pm.

G. Holme, Chairman

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, DECEMBER 16, 2013
3:00PM
(Nanoose Place, Nanoose Bay)**

Attendance: Frank Van Eynde - Alternate Chair
Peter Law – Secretary
Gordon Wiebe
Robert Rogers
Vicki Voros
Randy Orr

Staff: Elaine McCulloch, Parks Planner
Wendy Marshall, RDN Parks Manager

Regrets: George Holmes
George Jarvis

CALL TO ORDER

Alternate Chair Van Eynde called the meeting to order at 3:00pm.

MINUTES

MOVED G. Wiebe, SECONDED B. Rogers that the Minutes of the May 13, 2013 meeting be approved.

CARRIED

MOVED P. Law, SECONDED R. Rogers that the minutes of the Oct. 28, 2013 Area 'E' POSAC Seminar meeting held October 28th, 2013 be approved with the amendment that the October 31st letter to Director Holmes, concerning comments from members of the Area E POSAC about the Fairwinds Re-Zoning Application, be appended to the October 28th meeting minutes.

CARRIED

UNFINISHED BUSINESS

Blueback Park Implementation

R. Rogers asked about whether any progress can be reported to the POSAC on this project. Ms. McCulloch stated there has been no progress to report on this project since May 2013.

REPORTS

Fairwinds Rezoning Update

Ms. McCulloch provided an update on the rezoning application. She noted that a proposed public hearing has been delayed to allow the Nanoose First Nations to comment on the re-zoning application.

Electoral Area 'E' Community Parks and Trails Strategy (CPTS)

Ms. Marshall provided a summary of the recently completed November 20th DRAFT of the Community Parks and Trails Strategy (copy provided to each member). An additional report was handed out at the meeting, titled: Community Parks and Trails Strategy- Cultural Mapping Project Summary.

Generally, the Area E POSAC felt the CPTS document was well written and will be helpful in the future for Community Park Management. Ms. Marshall summarized materials in the report, and POSAC members provided some comments for each section of the report. She noted these comments will be taken into account in the final Community Parks and Trails Strategy when it goes to the Board.

MOVED G. Wiebe, SECONDED R. Rogers that the reports be received.

CARRIED

NEW BUSINESS

2014 Advisory Committee Appointments:

R. Rogers and P. Law are both completing their term appointments to the Area E POSAC.

Volunteer Mileage Reimbursement Policy

Ms. McCulloch provided notice to all members of the POSAC that a new policy passed by the RDN Board will allow mileage to be claimed for travel to attend meetings called by RDN starting in April 1st 2013. Members should note the procedures for submitting a claim. Members were notified to submit claims to Ann Marie Harvey.

ADJOURNMENT

MOVED by P. Law, by R. Rogers, that the meeting be adjourned at 4:00 pm.

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE AGRICULTURAL ADVISORY COMMITTEE
MEETING HELD ON FRIDAY, JANUARY 24, 2014 AT 2:30 PM
IN THE RDN COMMITTEE ROOM**

Present:

Director D. Johnstone	Chairperson
Director H. Houle	Electoral Area B
Director J. Fell	Electoral Area F
K. Wilson	Representative (South)
M. Ryn	Representative (South)
C. Watson	Representative (North)
J. McLeod	Regional Agricultural Organization
C. Springford	Regional Agricultural Organization
K. Reid	Regional Aquaculture Organization

Also in Attendance:

J. Stanhope	Director, Electoral Area 'G'
J. Holm	Manager of Current Planning
P. Thompson	Manager of Long Range Planning
T. Armet	Manager of Building, Bylaw & Emergency Services
J. Drew	Emergency Coordinator
L. Rowett	Senior Planner
G. Keller	Senior Planner
N. Hewitt	Recording Secretary
W. Haddow	Regional Agrologist, Ministry of Agriculture

Regrets:

R. Thompson	Representative (North)
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CALL TO ORDER

Chairperson Johnstone called the meeting to order at 2:30 p.m. The Chair welcomed new Agricultural Advisory Committee members. Director Stanhope welcomed new members to the Committee.

MINUTES

MOVED K. Reid, SECONDED M. Ryn, that the minutes of the regular Agricultural Advisory Committee meeting held September 27, 2013 be adopted.

CARRIED

CORRESPONDENCE

City of Salmon Arm, Core Review, re: Agricultural Land Commission

MOVED H. Houle, SECONDED C. Springford, that the correspondence from the City of Salmon Arm regarding the Agricultural Land Commission be received.

CARRIED

Growing Forward 2, New Funding, New Horizons

MOVED H. Houle, SECONDED C. Springford, that the correspondence from the Growing Forward 2 regarding funding program be received.

CARRIED

October 2013 Update from ALC

MOVED J. Fell, SECONDED H. Houle, that the correspondence from the Agricultural Land Commission regarding service updates be received.

CARRIED

J. McLeod will attend the Agricultural Fair in Duncan February 7 & 8 and report back to the Agricultural Advisory Committee.

Staff will report back to the Committee on ALC delegation agreements, specifically the June 2013 update agreement between ALC and Oil and Gas Commission.

PRESENTATIONS

Farm Classification, British Columbia Assessment Authority

Julia Schlieman, Appraiser and Lorraine Gilbert, Senior Appraiser for BC Assessment Authority provided a verbal and visual overview of farm classification and tax exemption calculations.

Emergency Livestock Evacuation, Emergency Management Select Committee Motion

Jani Drew provided a verbal and visual overview of the RDN Emergency Livestock Evacuation Plan.

LATE DELEGATE

MOVED C. Springford, SECONDED K. Wilson, that the following delegation be permitted to address the Committee.

CARRIED

Dogs Harassing Livestock, Janet Thony, Coombs Farming Institute

Ms. Thony provided a verbal overview of the ad hoc committee created due to a pack of nuisance dogs that attacked numerous livestock. Ms. Thony requested assistance to amend the Animal Control Bylaw and the *Livestock Act* regarding at-large dogs.

Update on AAC 2014-2016 Action Plan

Greg Keller provided a verbal update on the 2014-2016 Action Plan.

UBCM Resolutions Related to Agriculture 2000 – 2013

Paul Thompson provided a hand out of UBCM resolutions relating to Agriculture.

Agricultural Land Use Inventory & Water Demand Model Update

Lainya Rowett provided a verbal update on the Land Use Inventory & Water Demand Model project.

MOVED C. Springford, SECONDED H. Houle, that the Ministry of Agriculture be invited to present to the Agricultural Advisory Committee the results of the Regional District of Nanaimo Agricultural Land Use Inventory and Agricultural Water Demand Model project.

CARRIED

Marihuana for Medical Purposes Regulation (MMPR) Amendments Updates

Jeremy Holm provided a verbal update on the zoning amendments related to Marihuana for Medical Purpose Regulation.

Updated Guide for Bylaw Development in Farming Areas

Greg Keller provided a verbal report on the Ministry of Agriculture's update guide for Bylaw Development in farming areas.

NEW BUSINESS

Dogs Harassing Livestock

The Committee endorsed the following recommendations for the Board's consideration:

MOVED J. Fell, SECONDED C. Springford, that Bylaw and Policy Review project in the 2014-2016 Agricultural Area Plan (AAP) Implementation Action Plan include consideration of options to minimize the impact of trespass by at-large dogs on farms with livestock.

CARRIED

MOVED J. Fell, SECONDED C. Springford, that staff be directed to investigate and bring back a report on amending Regional District of Nanaimo animal control bylaw to include provisions for classifying and regulating nuisance to livestock dogs and the compensation to parties as result of the actions of dangerous or nuisance dogs

CARRIED

MOVED J. Fell, SECONDED C. Springford, that the Board of Directors of the RDN send a letter to the Minister of Agriculture asking that the Livestock Act be amended so as to better protect livestock from nuisance dogs.

CARRIED

ADJOURNMENT

MOVED J. Fell, SECONDED C. Springford, that this meeting be adjourned.

CARRIED

Time: 4:32 pm

CHAIRPERSON



**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON THURSDAY JUNE 6, 2013 2:00 PM IN THE
PARKSVILLE FORUM**

Present:	Director J. Stanhope, Chair G. Holme Councillor M. Lefebvre C. Burger S. Tanner	Regional District of Nanaimo Regional District of Nanaimo (alternate) City of Parksville City of Parksville (alternate) Town of Qualicum Beach
Also Present:	P. Thorkelsson M. Donnelly R. Alexander W. Idema F. Manson M. Squire B. Weir R. Graves	Acting CAO, Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo City of Parksville City of Parksville Town of Qualicum Beach Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 2:00 PM.

MINUTES

MOVED Director Holme, SECONDED Director Tanner, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held December 10, 2012 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

REPORTS

AWS Joint Venture Draft Financial Statement – McGorman Maclean – M. Lefebvre

F. Manson reviewed the Draft Financial Statement with the members as there was no representative available from McGorman Maclean. M. Lefebvre read the opinion from the Auditor’s report.

MOVED Director Lefebvre, SECONDED Director Holme, that the Draft Financial Statement year ending December 2012 be approved.

CARRIED

AWS Operations Update – Mike Squire (verbal)

M. Squire updated the Board on AWS Operations. He indicated that there is sufficient water storage behind dam and the water level is above normal. M. Squire reported that there has been a safety review done on the dam and that no other problems have arisen over the winter months.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

NEXT MEETING

The next meeting of the AWS Management Board will be at the discretion of staff.

ADJOURNMENT

The meeting was adjourned at 2:15 PM

CHAIRPERSON



**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON THURSDAY, DECEMBER 12, 2013 9:00 AM IN THE
PARKSVILLE FORUM**

Present:	Director J. Stanhope, Chair	Regional District of Nanaimo
	G. Holme	Regional District of Nanaimo (alternate)
	Councilor M. Lefebvre	City of Parksville
	C. Burger	City of Parksville (alternate)
	S. Tanner	Town of Qualicum Beach
Also Present:	M. Donnelly	Regional District of Nanaimo
	R. Alexander	Regional District of Nanaimo
	W. Idema	Regional District of Nanaimo
	G. St. Pierre	Regional District of Nanaimo
	F. Manson	City of Parksville
	M. Squire	City of Parksville
	B. Weir	Town of Qualicum Beach
	R. Graves	Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 9:04 AM.

MINUTES

0.

MOVED Director Tanner, SECONDED Director Lefebvre, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held June 6, 2013 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

REPORTS

Operational Update – Mike Squire (verbal powerPoint presentation)

M. Squire updated the Board on AWS Operations. The reservoir lake level early September had a minor flow adjustment. It was requested through the Provincial Water Management Branch for a reduction of flow and in doing so it conserved water and now is receiving the benefits of that. M. Squire commented that minimal maintenance has been done to the road and that the road base has held up very well. Video surveillance has also been working well, no incidents or vandalism so indicating a deterrent.

M. Squire mentioned that two radios were damaged at the Repeater station on Little Mountain due to a lightning storm so equipment had to be replaced.

Director Lefebvre asked when staff would be in a position to estimate available water supply from the dam for this summer?

Mike Squire replied that with the historical trends over the last 12 years of operating the dam that staff would be able to provide a reliable estimate of summer water supply by the end of February.

AWS 2014 Provisional Budget – Mike Squire (to be distributed)

Background information was reviewed in regards to the additional survey and assessment work being expected in year 2014 to complete the Flood Inundation Map as a result of the Dam Safety Review. The additional cost for this work is estimated to be \$15,000 and is included in the 2014 Provisional Budget. Unspent budgets for the Flood Inundation Map will need to be transferred to year 2014 in order to finalize this project. Being that AWS is a joint venture partnership, no formal governance is in place to carry over funds from the current year into future year budgets as the AWS is only funded by partners for actual funds spent. The Ministry of Environment has identified required upgrades to the hydrometric station located at the Highway 19A Bridge over the Englishman River. The total cost of this work is incorporated into the 2014 Provisional Budget and is estimated at \$12,700. The will be cost-shared (50/50) between the Province and AWS.

MOVED Director Lefebvre, SECONDED Director Tanner, that the AWS 2014 Provisional Budget be received for information.

CARRIED

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

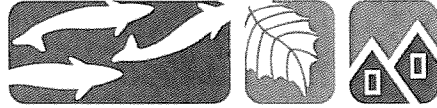
NEXT MEETING

The next meeting of the AWS Management Board will be at the discretion of staff.

ADJOURNMENT

The meeting was adjourned at 9:15 AM

CHAIRPERSON



englishman river
WATER SERVICE

**MINUTES OF THE REGULAR MEETING OF THE
ENGLISHMAN RIVER WATER SERVICE (ERWS) MANAGEMENT BOARD
HELD ON THURSDAY, JUNE 6, 2013
Immediately following the AWS Management Board Meeting
IN THE PARKSVILLE FORUM**

Present:

Director J. Stanhope, Chair	Regional District of Nanaimo
Director G. Holme	Regional District of Nanaimo (alternate)
Councillor M. Lefebvre	City of Parksville
Mayor C. Burger	City of Parksville

Also in Attendance:

P. Thorkelsson	Regional District of Nanaimo
M. Donnelly	Regional District of Nanaimo
W. Idema	Regional District of Nanaimo
F. Manson	City of Parksville
M. Squire	City of Parksville
S. Tanner	Town of Qualicum Beach
B. Weir	Town of Qualicum Beach
R. Graves	Recording Secretary

Regrets:

M. Brown	Town of Qualicum Beach
J. Marsh	Town of Qualicum Beach

CALL TO ORDER

Chair Stanhope called the meeting to order at 2:15 PM.

DELEGATIONS

MINUTES

MOVED Director Holme, SECONDED Director Lefebvre, that the minutes from the regular meeting of the Englishman River Water Service Management Board held December 10, 2012, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES**COMMUNICATIONS/CORRESPONDENCE****REPORTS****ASR Project Update** D. Lowen, Lowen Hydrogeology (Powerpoint Presentation)

D. Lowen reviewed the slides and provided the members with an update on the ASR Project.

Recently a review had been done on existing data to identify the target areas south of Parksville for suitable sites for the ASR wells. The assumed ASR well average rating from what was seen in our exploration program is that 9-10 litre per second (L/s) is feasible and this amount could potentially supply 300 houses. Eight wells at 9L per second per well are proposed for the first phase ASR well field. Five test wells have been drilled, 3 of the wells were outside the high capacity aquifer and two were inside. A well report was completed for the ASR test well that was drilled on RDN owned land on Kaye Road. Aquifer delineation work to date indicates that there are 39 potential ASR well sites in the study area.

D. Lowen discussed the work schedule and it is expected that they will be finished construction of the 12-inch diameter cycle testing well by the end of June and equip the well early July. At that time injecting the water will start and possibly have water into the ground by mid-July. It is expected that at the end of October we can start producing from the well for at least 3 months until end of January. Analyzing the water at that time, will tell if there are any chemical issues, water quality issues or production issues. It is a short production period but it will allow us to see how the water is reacting. If this schedule is maintained the entire Total Storage Volume (TSV) for a single well will be injected and 70% recovered.

MOVED Director Lefebvre, SECONDED Director Burger that the verbal and visual reports be received.

CARRIED

ERWS Joint Venture Draft Financial Statement – McGorman Maclean – M. Lefebvre

F. Manson reviewed the Draft Financial Statement with the members as there was no representative available from McGorman Maclean. M. Lefebvre read the opinion from the Auditor's report.

MOVED Director Lefebvre, SECONDED Director Holme, the Draft Financial Statement year ending December 2012 be approved.

CARRIED

Information Report re French Creek Bulk Water Service Area - M. Donnelly

M. Donnelly summarized the report in regards to the French Creek Resident's Association having requested that their bulk water service area be removed from the Englishman River Water Service joint venture agreement. Removal from the agreement allows the Nanoose Bulk Water Service Area to receive the 9.3% allocated to the French Creek Bulk Water Service Area .

1. MOVED Director Holme, SECONDED Director Lefebvre, that the Englishman River Water Service First Amendment Agreement be approved.

CARRIED

2. MOVED Director Lefebvre, SECONDED Director Burger, that the Bylaw to Amend the French Creek Bulk Water Supply Local Service Area Establishment Bylaw No. 1050, 1996 Amendment Bylaw No. 1050-06 2013 be approved.

CARRIED

3. MOVED Director Burger, SECONDED Director Lefebvre, that the Bylaw to Amend the Regional District of Nanaimo French Creek Bulk Water Local Service Area Development Cost Charge Bylaw No. 1089, 1997 Amendment Bylaw No. 1089-04 2013 be approved.

CARRIED

Consultant Selection for Next Phases – M. Squire

Mike Squire read the report summary to the Board.

MOVED Director Holme, SECONDED Director Burger that the verbal report be received.

CARRIED

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

IN CAMERA

NEXT MEETING will be at the discretion of staff.

ADJOURNMENT

The meeting was adjourned at 3:40 PM.

J. Stanhope, CHAIRPERSON

QUESTIONS

The Chair opened the floor to questions from the audience.

Charlie Stone, Parksville, BC

Mr. Stone questioned if there was a chance that the supplemental part of the procurement budget could be moved to some other organization such as the province?

Mike Squire responded that currently part of this report is that the consultant would help us through any procurement problems.

Elaine Hofer, Parksville, BC

Ms. Hofer enquired as to when the ASR Project presentation would be available to view on the ERWS website?

M. Squire replied that the Lowen Hydrogeology presentation should be available within the week.

Al Pasters, Parksville, BC

Mr. Pasters noted that ERWS has budgeted and now approved close to \$ 1 Million without approval from Department of Fisheries and Oceans to move the intake. Mr. Pasters also noted his concern regarding the removal of water from the ASR storage site by neighboring properties.

Mike Squire replied that the location of the intake has been approved. M. Squire added that one of the major determining factors of those thirteen aquifers was in finding an area that wasn't densely populated and staying away from agricultural areas.

Counsellor Bill Neufeld, Parksville, BC

Mr. Neufeld questioned the comments Dennis Lowen made about the various problems/issues that had come up at other ASR sites. The questions he wanted addressed were: what were those problems/issues? How were they remediated? and at what cost?

Mr. Lowen replied that one issue was the high arsenic levels that were found in produced water in the Florida bedrock aquifer (limestone) wells. The solution was to provide a larger buffer zone between the recovered and native water zones. Most water quality issues are prevented with a suitably sized buffer zone. Additionally the arsenic issue decreased with successive cycle tests of the wells.

Another issue was well screen bio-fouling and loss of well capacity. The solution here is to provide a trickle flow (low volume flow) of chlorinated water while the well is in the storage mode.

Well plugging with suspended solids. This is solved by re-developing the well and generally is prevented by periodically backwashing the well during the recharge mode.

Another issue can be the concentration of disinfection by-products that is the mixing of chlorine with natural organics to produce carcinogenic compounds (THM and HAA). It was found that THM and HAA were naturally reduced with storage time in the aquifer, as little as 3 days retention time was sufficient in some cases.

Iron concentrations in recovered water have also been a problem. This problem was solved by recharging water with an adjusted pH level. This solved the issue after several cycles.

All the solutions above added some time and effort to the ASR program but they involved only a very marginal cost impact.

Mr. Neufeld's final question dealt with the regulatory concerns and the water flow rate. His concern was with the fact that at 69.5 l./sec this is about 7% below the regulatory requirement of 75 l./sec; and if that is the case is there a distinct possibility of going over limit, and then why not submit to a full assessment, as it may well be required anyway?

Mike Squire noted that currently ASR is only a small part of our overall future water supply plans but if determined to be feasible it can present itself as a major water management strategy.

On October 18, 2012 ERWS staff met with;

- the Ministry of Forests Lands, Natural Resources and Operations,
- the Ministry of Environment,
- the Vancouver Island Health Authority,
- and the Environmental Assessment Office (EAO).

The purpose of this meeting was to discuss the Aquifer Storage and Recovery (ASR) process, the proposed working program and to determine if the project would trigger a full Provincial / Federal Environment Assessment. The ASR process and program was explained to the EAO indicating that there would be no net loss to the native groundwater in the region as the only quantity of water that would be extracted would be the drinking water that was previously injected. In fact, there would be a net gain to the native groundwater as a result of providing an additional storage buffer of 30 % of the total storage volume. The EAO formally responded to this by indicating that under the current EAO Act there is lack of definitions to accompany our project, in particular there is no definition of "Aquifer Storage and Recovery". Given this, the EAO considers that once potable licensed drinking water is injected into an aquifer they would consider it as "groundwater" and would therefore require a full environmental review of the entire project (water intake, treatment and ASR) if extraction were to be greater than 75 liters per second. In summary, no regulations exist for injection of potable drinking water into an aquifer but regulations do exist for extraction of groundwater over 75 liters per second.

On December 10, 2012 a program update was prepared to the ERWS Board indicating that if 75 liters per second extraction was exceeded, the project would be considered reviewable. A full review would consist of an additional 2-5 years of work. This would significantly impact the budget, implementation plan and defer the Vancouver Island Health Authority water treatment deadline and therefore put the entire project in jeopardy. As an option, it was stated that a reduced scope of work be reviewed by the consulting team to determine if ASR would be still feasible if we extracted a rate less than 75 liters per second. This determination will be available after the first ASR test cycle is complete by Spring 2014. Being that we are the first in BC to explore this technology it is understood that there is a lack of regulation in both the Environmental Assessment Act and the Provincial Water Act. Knowing this, it is prudent that we step slowly through this process in an effort to fully demonstrate this project so we can further gain confidence and understanding of this technology from all branches of senior government. Through the ASR pilot and a phased approach it is hoped that we can exhibit environmental compliance which will help us work alongside provincial regulators to include definitions

like “Aquifer Storage and Recovery” are defined in future Provincial Acts and ensure proper licensed regulation of groundwater extraction. By doing this it will not only benefit our future regional water supply system but also help other water purveyors in the Province properly manage water supply sources.

ASR is a technology we embarked on to help us further manage our future water supply that fits well with our approach of providing a triple bottom line balance of environment enhancements, economic and social welfare. The benefits of Aquifer Storage and Recovery are:

- Provides a third water source
- Reduces water treatment plant size
- Provides cooler water to consumers in the summer
- More feasible than conventional above ground potable water storage
- Allows a balanced water supply (water harvesting – store abundant water from winter for use in summer during peak domestic demands)
- Will allow more water for fish during critical summer months in the Englishman River
- Defer or reduce infrastructure expansion

Mr. Lowen commented that it is our opinion that the EAO will not require a review of the first phase ERWS-ASR project as long as we can rate the system capacity below 75 L/s. EAO is not looking for projects to review and will not have any justification for a review that does not fit their criteria. There is no possibility that the system we build will go over limit (>75 L/s) in Phase One. The hydro-geologist can use discretion in this regard.

Dwayne Round, Parksville, BC

Mr. Round questioned what consideration, if any, has been given to contamination of Martindale area wells from chlorinated water injected into the ground. He commented that he was concerned with the plan to come in under 75 l/sec to avoid having an environmental assessment and he suggested the EAO review be carried out first. Mr. Round also inquired if a monitoring well could be installed in the Martindale area and asked how ERWS was going to ensure that the ASR project does not affect the Martindale wells?

Mike Squire replied that it is the drinking water being injected into a confined aquifer on Kaye Road and it is a different aquifer than the Martindale aquifer. As far as the assessment this is new to BC, so there is a lack of regulations because it is still in pilot stage.



**MINUTES OF THE REGULAR MEETING OF THE
ENGLISHMAN RIVER WATER SERVICE (ERWS) MANAGEMENT BOARD
HELD ON THURSDAY, DECEMBER 12, 2013
Immediately following the AWS Management Board Meeting
IN THE PARKSVILLE FORUM**

Present:

Director J. Stanhope, Chair	Regional District of Nanaimo
Director G. Holme	Regional District of Nanaimo (alternate)
Councillor M. Lefebvre	City of Parksville
Mayor C. Burger	City of Parksville

Also in Attendance:

M. Donnelly	Regional District of Nanaimo
W. Idema	Regional District of Nanaimo
G. St. Pierre	Regional District of Nanaimo
F. Manson	City of Parksville
M. Squire	City of Parksville
S. Tanner	Town of Qualicum Beach
B. Weir	Town of Qualicum Beach
R. Graves	Recording Secretary

Regrets:

P. Thorkelsson	Regional District of Nanaimo
M. Brown	Town of Qualicum Beach
J. Marsh	Town of Qualicum Beach

CALL TO ORDER

Chair Stanhope called the meeting to order at 9:15 AM.

DELEGATIONS

Englishman River Habitat Status Report – F. Smith/P. Law (verbal PowerPoint presentation)

F. Smith and P. Law made a presentation on the Englishman River Habitat Status Report and how it is based on a review of published reports compiled over the past 25 years, focusing on the river's aquatic ecosystems.

MOVED Director Lefebvre, SECONDED Director Tanner, that the Englishman River Habitat Status Report be received for information.

CARRIED

MINUTES

MOVED Director Holmes, SECONDED Director Lefebvre, that the minutes from the regular meeting of the Englishman River Water Service Management Board held June 6, 2013, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

REPORTS

Program Update Report – M. Squire (verbal Powerpoint Presentation)

Mike Squire provided an update on the program including health of the water shed and how the fish are a huge component in the Englishman River water management. Stewardship for the water shed is key while working on the new intake, the new location, the water treatment plant and the ASR. All these have benefits to going forward for the environment and future public water consumption. M. Squire discussed the slides on intake location and the goals and objectives involved as well as possible future phases.

Director Burger enquired about the Nano-filtration option and if it was too early to get an energy profile that might be required in order to push water through that system, or any indication that there is enough of a cost savings that might make this a viable option in the environment where we're anticipating significant increasing in energy costs?

Mike Squire replied that it was too early to know and that we have asked the consultants to look into comparing the trade-off between capital and energy costs and chemical free option compared to the costs of chemicals and disposal of treatment wastes. Once the treatability tests are complete samples will be taken to a lab to see if the Nano-filtration would work and if it does the consultant can determine the costs over the 40 years.

Director Lefebvre enquired about the river bank pump station and asked if it would be built above the 200 year flood plain and also, in looking at normal high winter river flows how long would it take to fill the aquifer being used for ASR?

Mike Squire replied that the pump station and electrical equipment will be located above the flood plain and set back on the bank. In regards to aquifer storage preliminary estimates suggest 3 – 5 months of injection and several months of storage. Then during the critical summer months there would be 2 months of extraction.

Director Lefebvre questioned what measures were in place if something tumbled into the river on either side of the bridge and what kind of emergency response would be in place if it was a contaminate?

Mike Squire commented that currently there is nothing in place and we rely on our first responders to inform if there are contaminates in the river. The Health Authority did identify this as a risk and it has been remedied by locating the intake above those risks and above the majority urban development area.

Director Lefebvre asked if there have been any discussion with the Ministry of Transportation in regards to making the bridge safer in terms of higher barriers, etc? M. Squire mentioned that it has been noticed that accidents have occurred due to the abrupt grade break and the major concern is the drainage scuppers going directly off the bridge and directly into the river. The location of the planned intake is upstream of the bridge which would avoid possible contamination from that source.

Director Stanhope asked if the weir is approved by Fisheries and will it affect the fish returning or leaving?

Mike Squire commented that the purpose of doing the preliminary design is to get the concept approved by Department of Fisheries and Ministry of Environment fisheries branch. MOE has been very cooperative and want to be part of the design process. Fisheries do not have the resources so we will supply the design to them for approval and or recommendations/comments.

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

CARRIED

ERWS 2014 Provisional Budget – M. Squire (to be distributed)

M. Squire reviewed the budget and background information was read from the provisional budget. Englishman River Water Service Joint Venture agreement between the City of Parksville and the Regional District of Nanaimo requires that on or before December 15 of the year preceding each fiscal year of the Joint Venture, the Management Committee will submit to the Management Board for its review a provisional operating, maintenance and capital expenditure budget. With the formation of the Englishman River Water Service and further advancement of the Capital Plan, the 2013-2017 Financial Plan was reviewed and updated in an effort to outline funding requirements for operations and capital expenditures for the next five years. It was determined that unspent funds from 2013 will need to be added to the 2014 budget to account for works deferred to the new year. A year 2014 Provisional budget and a 2014-2018 Financial Plan has been prepared for consideration by the ERWS Management Board.

MOVED Director Burger, SECONDED Director Lefebvre, that the ERWS 2014 Provisional Budget be received.

CARRIED

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

IN CAMERA

NEXT MEETING

The next meeting of the Englishman River Water Service Management Board will be at the discretion of staff.

ADJOURNMENT

The meeting was adjourned at 10:40 AM.

MOVED Director Holme, SECONDED Director Burger that the meeting be adjourned. CARRIED

J. Stanhope, CHAIRPERSON

QUESTIONS

The Chair opened the floor to questions from the audience.

Charlie Stone, Parksville, BC

Mr. Stone questioned if there are reports that show more than one way that the aquifer was confined and if those reports could be shared?

Mike Squire responded that once the investigation is done a full report will be available for public viewing by April 2014.

Mr. Stone also mentioned that at a previous meeting he did enquire about trying to take water only when the water was flowing more clear and colorless and when is it better to take water from the river?

Mike Squire responded that this was mentioned in the first report and we have looked at the treatability of the Englishman River.

Dwayne Round, Parksville, BC

Mr. Round questioned the comments in regards to the Martindale aquifer and the chemical free option that's going to be explored. If you are going to start using the old gravel pit to put sludge in and create aquifer recharge would that not instigate a change of work order, and would that not also instigate a requirement for a full environmental review?

Mike Squire commented that this is very new and conceptual and our consultants will look at that and bring it forward to the both the province and other regulatory bodies.

Mr. Round commented that at the June ERWS meeting he asked a question in regards to the residents on Martindale Road and Mr. Thorkelsson stated that our residents would be contacted in regards to developing a plan to shut off their water systems and we have not heard back.

Mike Donnelly stated that conversations in regards to that matter had taken place and we will work with our Emergency Program Coordinator, Jani Drew, and get back to him this week with a time line.