

REGIONAL DISTRICT OF NANAIMO

**REGULAR BOARD MEETING
TUESDAY, MARCH 24, 2015
7:00 PM**

(RDN Board Chambers)

A G E N D A

PAGES

- 1. CALL TO ORDER**
- 2. DELEGATIONS**

12 **Leifka Vissers, Altus Group / Telus**, re TELUS proposal at 1421 Sunrise Drive, Electoral Area 'G'.
- 3. BOARD MINUTES**

13-30 Minutes of the Regular Board meeting held Tuesday, February 24, 2015 (All Directors – One Vote).
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**

(All Directors – One Vote)

31-49 **Malcolm Brodie; Greg Moore, Metro Vancouver**, re Update on Metro Vancouver's Response to the Minister's Rejection of Bylaw 280.
- 6. UNFINISHED BUSINESS**

BYLAW ADOPTION

50-52 **2015 Service Area Tax Requisition Amendment Bylaws** (All Directors – One Vote).
 1. *That "Southern Community Transit Service Area Amendment Bylaw No. 1230.05, 2015" be adopted.*
 2. *That "Liquid Waste Management Planning Service Amendment Bylaw No. 1543.01, 2015" be adopted.*
 3. *That "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.09, 2015" be adopted.*

53-55 **Bylaws 813.54 and 889.70 – Inclusion of Electoral Area ‘G’ Property into the French Creek Sewer Service – 838 Reid Road.**

1. *That "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.54, 2015" be adopted.*
2. *That "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.70, 2015" be adopted.*

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

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

56-57 Minutes of the Electoral Area Planning Committee meeting held Tuesday, March 10, 2015 (for information) (All Directors – One Vote).

REPORTS

Proposed Telus Communications Tower – 1421 Sunrise Drive, Electoral Area ‘G’ (Electoral Area Directors, except EA ‘B’ – One Vote).

That staff be directed to advise Industry Canada and the proponent of the telecommunication tower proposed at 1421 Sunrise Drive that:

- a) *TELUS has satisfactorily completed its consultation with the Regional District of Nanaimo;*
- b) *The Regional District of Nanaimo is satisfied with TELUS' public consultation process; and*
- c) *The Regional District of Nanaimo will provide a letter of concurrence to Telus.*

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement – 3119 Jameson Road, Electoral Area ‘C’ (Electoral Area Directors, except EA ‘B’ – One Vote).

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

7.2. COMMITTEE OF THE WHOLE STANDING COMMITTEE

58-64 Minutes of the Committee of the Whole meeting held Tuesday, March 10, 2015 (for information) (All Directors – One Vote).

COMMUNICATION/CORRESPONDENCE

(All Directors – One Vote)

Lynn and Robert Raffle, re Proposed Cell Tower at 1957 Plecas Road, South Wellington.

That the correspondence received from Lynn and Robert Raffle regarding the proposed cell tower at 1957 Plecas Road, South Wellington be received.

Sharon Gaetz, Fraser Valley Regional District, re Minister of Environment's Rejection of Bylaw 280.

That the correspondence received from Sharon Gaetz, Fraser Valley Regional District, regarding the Minister of Environment's rejection of Bylaw 280 be received.

John Hofman, Friends of the Morden Mine Society, re Emergency Work for Morden Mine.

That the correspondence received from John Hofman, Friends of the Morden Mine Society, regarding emergency work for the Morden Mine be received.

Eric Ricker, Friends of the Morden Mine Society, re Application for Funding for Morden Mine.

That the correspondence received from Eric Ricker, Friends of the Morden Mine Society, regarding the application for funding for Morden Mine be received.

FINANCE

Preliminary Operating Results for the Period Ending December 31, 2014 (All Directors – One Vote).

That the summary report of financial results for Regional District of Nanaimo operations to December 31, 2014, be received for information.

Gas Tax – Strategic Priorities Fund Infrastructure Stream (All Directors – One Vote).

1. *That the Board support the following projects for application by the Regional District of Nanaimo to the Gas Tax – Strategic Priorities Fund Infrastructure Stream for the April 15, 2015 application intake:*
 - *Greater Nanaimo Pollution Control Centre Upgrades - \$62 million.*
 - *Greater Nanaimo Marine Outfall Replacement - \$16 million.*
2. *That the Board continue to support application by the City of Parksville for the Englishman River Water Service project.*

65-66 **Bylaw No. 1722 – Regional District of Nanaimo 2015 to 2019 Financial Plan** (All Directors - Weighted Vote / 2/3 Weighted).

1. *That "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be introduced and read three times.*
2. *That "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be adopted.*

REGIONAL AND COMMUNITY UTILITIES

WATER AND UTILITY

67-73 **Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw** (All Directors – One Vote).

1. *That the Board amend "Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" as outlined in this report.*
2. *That the Board give second reading, as amended, to "Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014".*
3. *That the Board give third reading to "Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" and forward it to the Ministry of Community, Sport and Cultural Development for approval.*

74-75 **Bylaw No. 1655.03 – Water User Rate Amendments 2015** (EAs 'A', 'E', 'F', 'G' – Weighted Vote).

That "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.03, 2015" be introduced and read three times.

76-86

Sanitary Sewer User Rate Amendments (All Directors – One Vote / 2/3).

1. *That "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be introduced and read three times.*
2. *That "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be adopted.*
3. *That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be introduced and read three times.*
4. *That "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be adopted.*
5. *That "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be introduced and read three times.*
6. *That "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be adopted.*
7. *That "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be introduced and read three times.*
8. *That "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be adopted.*
9. *That "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.04, 2015" be introduced and read three times.*
10. *That "Cedar Sewer Rates and Regulations Amendment Bylaw No.1532.04, 2015" be adopted.*

Georgia Basin Inter-Regional Education Initiative (All Directors – One Vote).

1. *That continued participation in the Georgia Basin Inter-Regional Education Initiative as proposed by the Partnership for Water Sustainability in British Columbia be endorsed.*
2. *That the Board continues to support staff participation in Partnership for Water Sustainability in British Columbia activities associated with water sustainability.*

87-90

Garry Oak Drive and Spruce Lane Watermain Upgrade – Construction Tender Award.

(All Directors – Weighted Vote)

1. *That the Board approve Milestone Equipment Contracting Inc. be awarded the construction of the Garry Oak Drive and Spruce Lane Watermain Upgrade project for the Tender price of \$266,536.02 (excluding GST).*

(All Directors – Weighted Vote / 2/3 Weighted)

2. *That "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be introduced and read three times.*
3. *That "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be adopted.*
4. *That "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be introduced and read three times.*
5. *That "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be adopted.*

WASTEWATER

91-92

Bylaw Amendment 988.09 to change the septage user fee to \$.023 per gallon (All Directors – One Vote – 2/3).

1. *That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be introduced and read three times.*
2. *That "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be adopted.*

Greater Nanaimo Pollution Control Centre – Engineering Services for the Secondary Treatment Project (All Directors – Weighted Vote).

That the Board award the engineering for detailed design, tendering, construction, commissioning and post-construction services for the Greater Nanaimo Pollution Control Centre Secondary Treatment Project to AECOM for \$4,679,115.

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

Cedar Road Landfill Gas/Cedar Road Bioenergy (All Directors – One Vote).

That the Board receive the report for information.

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

Use of Island Health Homelessness Funding (All Directors – One Vote).

That the Board receive the report for information and direct staff to send this information to Island Health with a letter thanking them for providing funding and indicating that there is a need for sustained funding to achieve the goal of ending homelessness.

2014 Annual Report on Regional Growth Strategy Implementation and Progress.
(All Directors – One Vote).

1. *That the Regional Growth Strategy 2014 Annual Report be received.*
2. *That staff be directed to distribute and use the Regional Growth Strategy 2014 Annual Report as part of efforts to raise awareness and provide education about the Regional Growth Strategy and its implementation.*

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Establishment of a Watershed Board (All Directors – One Vote).

That the Regional District of Nanaimo agree in principle to participate in the establishment of a Watershed Board.

NEW BUSINESS

Electoral Area 'A' Noise Bylaw Amendment (All Directors – One Vote).

That staff be directed to investigate and report back to the Board on options to amend the existing provisions of the Noise Bylaw in effect in Electoral Area 'A' to address community concerns regarding intense noise and activities that generate intense noise over extended periods of time. Options for consideration should include the narrowing of the current times of day and/or days of the week during which the generation of noise is allowed.

8. SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

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

93-96 Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, February 18, 2015 (For Information) (All Directors – One Vote).

District 69 Recreation Commission

97-100 Minutes of the District 69 Recreation Commission meeting held Thursday, February 19, 2015 (For Information) (All Directors – One Vote).

Northern Community Economic Development Select Committee

101-102 Minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, February 24, 2015 (For Information) (All Directors – One Vote).

Presentations to the Northern Community Economic Development (Parksville, Qualicum Beach, EAs 'E', 'F', 'G', 'H' – Weighted Vote).

That applicants may have the opportunity to present proposals during Northern Community Economic Development meetings.

Electoral Area 'E' Parks and Open Space Advisory Committee

103-106 Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee meeting held Wednesday, February 25, 2015 (For Information) (All Directors – One Vote).

107-108 **Blueback Community Park – Revised Concept Plan and Cost Estimates** (All Directors – One Vote).

That the Blueback Community Park Development Plan Option 2 be endorsed, with the condition that a Qualified Plant Restoration Ecologist be hired to complete and on-site review and provide comment on how to best restore native vegetation to Blueback Park.

Transit Select Committee

109-111 Minutes of the Transit Select Committee meeting held Tuesday, March 3, 2015 (For Information) (All Directors – One Vote).

112-116 **Route 15A VIU Connector (Jingle Pot) Service Review** (Nanaimo, Lantzville, EAs 'A', 'C' – Weighted Vote).

That the Board defer making changes to Conventional Transit service in Electoral Area 'C' and direct staff to set up a public meeting to discuss Conventional and handyDART transit options in the area.

117 **Transit Select Committee Terms of Reference – Updated** (All Directors – One Vote).

That the amended Transit Select Committee Terms of Reference be adopted.

118-120 **Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Programs** (Parksville, Qualicum Beach, EAs 'E', 'G', 'H' – Weighted Vote).

That the proposed Taxi Saver and Taxi Supplement Programs be implemented.

121-124 **2015-2016 Proposed Transit Service Expansion** (All Directors, except EAs 'B', 'F' – Weighted Vote).

That the Board approve the proposed 2015-2016 5,000 hour annual Conventional Transit expansion outlined in this report and amend the expansion to remove any changes to the #11 Lantzville route.

125-126 **Transit Performance Report** (All Directors – One Vote).

That the Transit Performance Report be received for information.

Electoral Area 'H' Parks and Open Space Advisory Committee

127-129 Minutes of the Electoral Area 'H' Parks and Open Space Advisory Committee meeting held Friday, March 6, 2015 (For Information) (All Directors – One Vote).

Electoral Area 'G' Parks and Open Space Advisory Committee

130-133 Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held Monday, March 9, 2015 (For Information) (All Directors – One Vote).

Oceanside Elementary School Playground Funding Request

That \$10,000 for 2015 be approved for the Oceanside Elementary School Playground, Phase I, funded by Electoral Area G Community Parks Reserves.

That \$10,000 be allocated in 2016 and 2017 Electoral Area G Community Parks Operations Budget for the Oceanside Elementary School Playground project.

9. ADMINISTRATOR'S REPORTS

134-136 **Award of Proposal for Two Single-Axle 4-Door Fire/Rescue Engines for Nanoose Bay and Coombs-Hilliers Volunteer Fire Departments** (All Directors – Weighted Vote).

137-144 **AVICC Special Committee on Solid Waste Management** (Recommendations 1-3: All Directors – One Vote; Recommendation 4: All Directors – Weighted Vote).

145-155 **Proposed 10-year License Agreement with the City of Nanaimo for continued use of a portion of RDN-owned land at 1174 Island Highway South to accommodate a section of the Chase River Park Trail Network** (All Directors – Weighted Vote).

10. ADDENDUM

11. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

12. NEW BUSINESS

Morden Park Mine Site (All Directors – One Vote).

At the March 10, 2015 Committee of the Whole meeting, Director Thorpe advised that he would be bringing forward the following motion to the March 24, 2015 Board meeting:

That staff prepare a report that investigates the viability of the Regional District of Nanaimo leasing the Morden Park mine site from the provincial government, including an estimate of associated costs and liabilities involved.

13. IN CAMERA

That pursuant to Sections 90(1)(e), (i) and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisitions, solicitor-client privilege, and third party business interests.

14. ADJOURNMENT

Re: TELUS proposal at 1421 Sunrise Drive, Electoral Area 'G'

From: Leifka Vissers

Sent: Tuesday, February 24, 2015 12:56 PM

Subject: RE: Request for Delegation - BC1993

Could you please add TELUS as a delegate to the March 24th Board Agenda? I will forward a PowerPoint presentation closer to the date.

With respect to the March 10th APC agenda, is it possible for a representative from TELUS to attend and answer any questions that may arise?

Warm regards,
Leifka

Leifka Vissers, B.A. (Hons) (Geography), MPlan
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REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, FEBRUARY 24, 2015 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Alternate	
Director M. Recalma	Electoral Area H
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director B. Veenhof	Electoral Area H
Director J. Kipp	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

The Chairperson called the meeting to order and respectively acknowledged the Coast Salish Nations whose traditional territory the meeting takes place.

The Chairperson welcomed Alternate Director Chief Recalma to the meeting.

DELEGATIONS

Sheila Malcolmson, Nanaimo-Ladysmith Federal NDP Candidate, re Support for Bill C-638 to Resolve Hazards Posed by Derelict Vessels.

Sheila Malcolmson provided an overview of the problem of derelict vessels along the coast and asked for the Board to write a letter of support for Bill C-638 legislation.

Eric Ricker, Friends of Morden Mine Society, re Results of the Recently Completed Engineering Study.

Eric Ricker provided an overview of the history of the Morden Mine and asked the Board to support the restoration of the Morden Mine headframe and tibble as recommended in the study, by applying for federal infrastructure funding to support the stabilization and rehabilitation project as well as for an interpretive centre and site enhancements.

Clem Remillard, re Electoral Area 'C' Bus Route 15-A Jingle Pot Lack of Ridership.

Clem Remillard provided a petition from some of the residents of East Wellington in Electoral Area 'C' opposing bus route 15-A, and asked the Board to remove the service.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, January 27, 2015.

15-124 MOVED Director Lefebvre, SECONDED Director Haime, that the minutes of the Regular Board meeting held Tuesday, January 27, 2015, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Barry Pages, Skeena-Queen Charlotte Regional District, re Regional District Representation in BC Environmental Stewardship Initiatives.

15-125 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Barry Pages, Skeena-Queen Charlotte Regional District, regarding Regional District representation in BC environmental stewardship initiatives be received for information.

CARRIED

Elin Bjarnason, Island Health, re Nanaimo Community Advisory Board Housing First Model.

15-126 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Elin Bjarnason, Island Health, regarding the Nanaimo Community Advisory Board Housing First Model be received for information.

CARRIED

Darin Guenette, BC Ferries, re FAC Appointment Process 2015-2018.

- 15-127 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Darin Guenette, BC Ferries, regarding Ferry Advisory Committee appointment process 2015-2018, be received.

CARRIED

Kevin and Judy Varey, re Development Variance Permit Application No. PL2014-142 – Rinehart – 1667 Strouglar Road - Electoral Area 'E'.

- 14-128 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Kevin and Judy Varey regarding Development Variance Permit Application No. PL2014-142 – Rinehart – 1667 Strouglar Road - Electoral Area 'E', be received.

CARRIED

Steve Rae, School District 68, re Feedback on the Enhanced Facilities for Learning Plan and the 2015-16 Budget.

- 15-129 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Steve Rae, School District 68, regarding feedback on the Enhanced Facilities for Learning Plan and the 2015-2016 Budget be received.

CARRIED

Jeannette Wyness, re Liquor License Amendment Application No. PL2015-001 – Smoke 'N Water Restaurant Inc. BC 0998469 – 1-1600 Strouglar Road – Electoral Area 'E'.

- 15-130 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from Jeannette Wyness regarding Liquor License Amendment Application No. PL2015-001 – Smoke 'N Water Restaurant Inc. BC 0998469 – 1-1600 Strouglar Road – Electoral Area 'E', be received.

CARRIED

UBCM, re Building Act Introduced.

- 15-131 MOVED Director McPherson, SECONDED Director McKay, that the correspondence received from the Union of BC Municipalities regarding the *Building Act* be received.

CARRIED

UNFINISHED BUSINESS

BYLAW ADOPTION

Electoral Area 'F' Community Parks Amendment Bylaw No. 804.07

- 15-132 MOVED Director Fell, SECONDED Director Lefebvre, that "Electoral Area 'F' Community Parks Local Service Amendment Bylaw No. 804.07, 2014" be adopted.

CARRIED

2015 Service Area Tax Requisition Amendment Bylaws

- 15-133 MOVED Director Lefebvre, SECONDED Director Houle, that Southern Community Restorative Justice Program Service Amendment Bylaw No. 1490.02, 2015" be adopted.

CARRIED

15-134 MOVED Director Houle, SECONDED Director Lefebvre, that "Electoral Area 'H' Community Parks Local Service Amendment Bylaw No. 806.06, 2015" be adopted.

CARRIED

15-135 MOVED Director Rogers, SECONDED Director Lefebvre, that "Fairwinds Streetlighting Local Service Amendment Bylaw No. 789.04, 2015" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, February 10, 2015.

15-136 MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 10, 2015, be received for information.

CARRIED

DEVELOPMENT PERMITS

Development Permit Application No. PL2015-005 – Tomm’s Food Marketing Group Ltd. – 6990 West Island Highway – Electoral Area ‘H’.

15-137 MOVED Director Recalma, SECONDED Director Young, that Development Permit No. PL2015-005 to permit the construction of an addition to a commercial building on the subject property be approved subject to the conditions outlined in Attachment 2.

CARRIED

Development Permit Application No. PL2015-003 and Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement Subdivision Application No. PL2014-127 – Ballard – 745 Drew Road – Electoral Area ‘G’.

15-138 MOVED Director Young, SECONDED Director McPherson, that Development Permit No. PL2015-003 to permit a two-lot subdivision be approved subject to the conditions outlined in Attachment 2.

CARRIED

15-139 MOVED Director Young, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirement for proposed Lot B, as shown on Attachment 3, be approved.

CARRIED

Development Permit Application No. PL2015-004 – Buckles – 1838 Fielding Road – Electoral Area ‘A’.

15-140 MOVED Director McPherson, SECONDED Director Young, that Development Permit No. PL2015-004 to amend previously issued Development Permit with Variance No. PL2013-066, be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT VARIANCE PERMIT APPLICATIONS

Development Variance Permit Application No. PL2014-146 – Williams – 2457 Rowland Road – Electoral Area ‘E’.

- 15-141 MOVED Director Rogers, SECONDED Director McPherson, that Development Variance Permit No. PL2014-146 to increase the maximum permitted accessory building floor area and reduce the minimum required setback to the interior side lot line to facilitate the reconstruction of two accessory buildings on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Variance Permit Application No. PL2014-142 – Rinehart – 1667 Strouglger Road – Electoral Area ‘E’.

- 15-142 MOVED Director Rogers, SECONDED Director Young, that Development Variance Permit No. PL2014-142 to increase the maximum floor area for accessory buildings, the maximum floor area for an accessory building containing a suite and the side yard setback for an accessory building containing a suite be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS

Development Permit with Variance Application No. PL2015-009 — Parksville Redi-Mix Ltd. Inc. Co. BC 0620483 – 10 Nanaimo River Road—Electoral Area ‘A’.

- 15-143 MOVED Director McPherson, SECONDED Director Young, that Development Permit with Variance No. PL2015-009 to permit the construction of a concrete batch plant be approved subject to the conditions outlined in Attachments 3 to 6.

CARRIED

Director Fell left the meeting at 7:51 pm citing a perceived conflict of interest with the next agenda item.

OTHER

Liquor License Amendment Application No. PL2015-001 – Smoke ‘N Water Restaurant Inc. BC 0998469 – 1-1600 Strouglger Road – Electoral Area ‘E’.

- 15-144 MOVED Director Rogers, SECONDED Director McPherson, that the Board consider any written submissions or comments from the public.

CARRIED

15-145 MOVED Director Rogers, SECONDED Director McPherson, that the Board adopt the resolution attached to the report as Attachment 2 as follows:

Be it resolved that:

1. The Board of the Regional District of Nanaimo recommends the amendment of the liquor licence to food-primary entertainment endorsement.
2. The Board's comments on the prescribed considerations are as follows:
 - a) The potential for noise if the application is approved is minimal as the potential for noise to impact the surrounding community associated with the change to food-primary entertainment endorsement is minimal given that there is no change to the hours of permitted liquor sales, the property has been in place for many years, and special and private events already take place on the subject property.
 - b) The impact on the community if the application is approved is considered to be minimal as there is no change to the hours of permitted liquor sales, the property has been in place for many years, and special and private events already take place on the subject property.
 - c) The views of the residents were solicited and no notable objections to the application were received. A notice of the Board's intent to receive public input and consider a resolution regarding a proposed amendment to the existing liquor licence was delivered to owners and tenants in occupation of land within a distance of 200 metres from the property. The Regional District of Nanaimo also provided a similar notice in the local newspaper. All interested residents were invited to attend the Board meeting and provide comments on the proposal. Prior to considering the resolution attached as Schedule No.1, the Board asked for comments from the gallery on this application. A notice was also posted on the property advertising that the property is the subject of a development application and directing inquiries to the Strategic and Community Development Department.

CARRIED

Director Fell returned to the meeting at 7:54 pm.

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, February 10, 2015.

15-146 MOVED Director Bestwick, SECONDED Director Rogers, that the minutes of the Committee of the Whole meeting held Tuesday, February 10, 2015, be received for information.

CARRIED

COMMUNICATION/CORRESPONDENCE

Andrew Gage, West Coast Environmental Law, re Water Well/Utility at 2729 Parker Road, Nanoose Bay.

15-147 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Andrew Gage, West Coast Environmental Law, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.

CARRIED

Glen Davidson, Ministry of Forests, Lands & Natural Resource Operations, re Water Well/Utility at 2729 Parker Road, Nanoose Bay.

15-148 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Glen Davidson, Ministry of Forests, Lands & Natural Resource Operations, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.

CARRIED

Douglas Marshall, Marshall & Lamperson, re Water Well/Utility at 2729 Parker Road, Nanoose Bay.

15-149 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Douglas Marshall, Marshall & Lamperson, regarding the Water Well/Utility at 2729 Parker Road, Nanoose Bay, be received.

CARRIED

Greg Field, Arrowsmith Search and Rescue, re Project Status Update.

15-150 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Greg Field, Arrowsmith Search and Rescue, regarding the project status update be received.

CARRIED

George Williamson, Lighthouse Country Marine Rescue Society, re Appreciation for RDN Grant-in-Aid Funding.

15-151 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from George Williamson, Lighthouse Country Marine Rescue Society, regarding their appreciation for the Regional District of Nanaimo Grant-in-Aid funding be received.

CARRIED

Todd G. Stone, Ministry of Transportation and Infrastructure, re Wembley Road.

15-152 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Todd G. Stone, Ministry of Transportation and Infrastructure, regarding Wembley Road be received.

CARRIED

Norm Letnick, Ministry of Agriculture, re Proposed Review of Section 11.1 of the Livestock Act.

15-153 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Norm Letnick, Ministry of Agriculture, regarding the proposed review of Section 11.1 of the *Livestock Act* be received.

CARRIED

Heather Sarchuk, North Cedar Improvement District, re Gas Tax Funding – Capital Infrastructure Project Additional Reservoir Zone I - \$1,831,800.

15-154 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Heather Sarchuk, North Cedar Improvement District, regarding Gas Tax Funding – Capital Infrastructure Project Additional Reservoir Zone I - \$1,831,800 be received.

CARRIED

Eric Costen, Health Canada, re Concerns with Potential Marijuana Production Site.

15-155 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Eric Costen, Health Canada, regarding concerns with a potential marijuana production site be received.

CARRIED

Ross Peterson, Ian Birtwell, re Seaweed Harvesting – Reliability of Ministry of Agriculture Information.

15-156 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Ross Peterson and Ian Birtwell regarding Seaweed Harvesting – Reliability of Ministry of Agriculture Information, be received.

CARRIED

George Hanson, Vancouver Island Economic Alliance, re membership with the Vancouver Island Economic Alliance.

15-157 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from George Hanson, Vancouver Island Economic Alliance, regarding membership with the Vancouver Island Economic Alliance be received.

CARRIED

Bruce R. Barlow, re Bridge from Gabriola to Vancouver Island.

15-158 MOVED Director Bestwick, SECONDED Director Rogers, that the correspondence from Bruce R. Barlow regarding a bridge from Gabriola Island to Vancouver Island be received.

CARRIED

CAO

2014 Departmental Activities and Accomplishments.

15-159 MOVED Director Westbroek, SECONDED Director Hong, that the Board receive the summary of activities and departmental accomplishments for the Regional District of Nanaimo for 2014.

CARRIED

2014 Updates and 2015 Service Area Work Plan Projects and Activities.

15-160 MOVED Director Lefebvre, SECONDED Director Bestwick, that the Board receive the progress report on the status of the 2014 and 2015 Service Area work plan projects and activities for information.

CARRIED

CORPORATE SERVICES

ADMINISTRATION

Disclosure of Contracts 2014 - Section 107(1) of the *Community Charter*.

15-161 MOVED Director Lefebvre, SECONDED Director Bestwick, that the report titled "Disclosure of Contracts 2014 - Section 107(1) of the *Community Charter*" be received for information.

CARRIED

Amendment to Regional Growth Management Service.

15-162 MOVED Director Young, SECONDED Director Houle, that "Regional Growth Management Service Amendment Bylaw No. 1553.03, 2015" be introduced and read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

FINANCE

2015 Proposed Budget Request for Additions.

- 15-163 MOVED Director Bestwick, SECONDED Director Rogers, that the report on the 2015 funding requests from community groups be received and that the Board provide direction to staff on any further analysis or information required regarding the four requests as detailed below, or that the individual requests be approved/amended or denied as submitted.

CARRIED

Arrowsmith Search and Rescue – Funding Request.

- 15-164 MOVED Director Fell, SECONDED Director Westbroek, that the Board grant \$5,000 to Arrowsmith Search and Rescue for a one-time funding bequest for 2015; and that staff provide the Board with options to create a District 69 Search and Rescue Service Area for 2016 and onwards.

CARRIED

Ladysmith RCMP Victim Services – Funding Request.

- 15-165 MOVED Director McPherson, SECONDED Director Thorpe, that the \$1,000 funding request from Ladysmith RCMP Victim Services for providing victim services for Electoral Areas 'A' and 'C' be approved.

CARRIED

Nanaimo & Area Land Trust (NALT) – Funding Request.

- 15-166 MOVED Director Bestwick, SECONDED Director Rogers, that the budget be amended to include the \$30,000 funding request from Nanaimo & Area Land Trust.

CARRIED

Acknowledgement of the Three First Nations in the Regional District of Nanaimo.

- 15-167 MOVED Director Houle, SECONDED Director Bestwick, that staff be directed to set aside \$30,000 dollars in the 2016 Grants-in-Aid budget to acknowledge the three First Nations in the Regional District of Nanaimo, and that acknowledgement be in the form of significant art work from each of the three First Nations.

CARRIED

2015-2019 Financial Plan

- 15-168 MOVED Director Bestwick, SECONDED Director Rogers, that the Board receive the report on the 2015 budget and 2015 – 2019 Financial Plan.

CARRIED

- 15-169 MOVED Director Lefebvre, SECONDED Director Fell, that the Zamboni detailed on page 301 of the budget be the cheapest model that will still “do the job”.

DEFEATED

- 15-170 MOVED Director Lefebvre, SECONDED Director Westbroek, that the ice re-surfacer detailed on page 301 of the budget be propane fueled.

CARRIED

MOVED Director Young, SECONDED Director Fell, that an Electoral Area Planning Committee meeting be held once annually in each Electoral Area, and that the meeting be followed by a town hall session. Regional District of Nanaimo staff are to report back on the financial implications and recommendations for additional funding to the Electoral Area Administration budget to support these meetings which are to commence in 2015.

- 15-171 MOVED Director Fell, SECONDED Director Young, that the Board amend the main motion by adding the words "That the Regional District of Nanaimo consider" to the beginning of the motion.

CARRIED

- 15-172 The vote was taken on the main motion as amended:

MOVED Director Young, SECONDED Director Fell, that the Regional District of Nanaimo consider that an Electoral Area Planning Committee meeting be held once annually in each Electoral Area, and that the meeting be followed by a town hall session. Regional District of Nanaimo staff are to report back on the financial implications and recommendations for additional funding to the Electoral Area Administration budget to support these meetings which are to commence in 2015.

CARRIED

- 15-173 MOVED Director Westbroek, SECONDED Director Houle, that staff be directed to undertake the establishment of a half-time position focused on First Nations relationships and issues of inter-governmental affairs for 2015.

CARRIED

Transit Reserve Fund Operating Transfer.

- 15-174 MOVED Director Westbroek, SECONDED Director Young, that the report be received for information.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WATER AND UTILITY

Inter-Water Service Area Supply Water Use Regulation Amendment Bylaw.

- 15-175 MOVED Director Fell, SECONDED Director Rogers, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.01, 2015" be introduced and read three times.

CARRIED

- 15-176 MOVED Director Fell, SECONDED Director Young, that "Regional District of Nanaimo Water Use Regulation Amendment Bylaw No. 1654.01, 2015" be adopted.

CARRIED

Bylaws 813.54 and 889.70 – Inclusion of Electoral Area 'G' Property into the French Creek Sewer Service – 838 Reid Road.

- 15-177 MOVED Director Lefebvre, SECONDED Director Haime, that "French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.54, 2015" be introduced and read three times.

CARRIED

- 15-178 MOVED Director Rogers, SECONDED Director Haime, that "Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.70, 2015" be introduced and read three times.

CARRIED

WASTEWATER

French Creek Pollution Control Centre Decontamination Building Proposal Award.

- 15-179 MOVED Director Fell, SECONDED Director Pratt, that the Board award the French Creek Pollution Control Centre Decontamination Building replacement project to Manley Design + Construction Management Ltd. for the lump sum price of \$347,585.
- CARRIED

Duke Point Pollution Control Centre “Regionally Significant Projects Program” Discussions.

- 15-180 MOVED Director McPherson, SECONDED Director Fell, that the Board direct staff to pursue discussions with the City of Nanaimo in regards to the allocation of capacity at the Duke Point Pollution Control Centre, for the purposes of drafting a new Agreement and expanded sewer service area bylaws for Cedar Village Centre and Cable Bay areas.
- CARRIED

Supply of Ferrous Chloride – Agreement with Tree Island Industries.

- 15-181 MOVED Director Young, SECONDED Director Haime, that the Board recommend that the Regional District of Nanaimo enter into a new 5-year agreement with Tree Island Industries Ltd. for ferrous chloride supply for \$237,833.
- CARRIED

Departure Bay Sewage Pumping Station Pump No. 1 Replacement Project Award.

- 15-182 MOVED Director Thorpe, SECONDED Director Houle, that the Board award the construction contract for the Departure Bay Sewage Pumping Station Pump No. 1 Replacement contract to C.M.F. Construction for a value of \$535,760.
- CARRIED

Transition from Wastewater Service Requisition to User-Pay System for Septage Disposal.

- 15-183 MOVED Director Rogers, SECONDED Director McPherson, that the Board directs staff to draft bylaw amendments for presentation to the Board in March 2015, for the purpose of converting septage disposal to a user-pay system, whereby user-fees will increase from \$0.18/gallon to \$0.23/gallon to recover treatment costs, effective July 1, 2015.
- CARRIED

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

Bylaw 1591.05 – Solid Waste and Recycling Collection Service – Rates and Regulations Amendment Bylaw.

- 15-184 MOVED Director McPherson, SECONDED Director Lefebvre, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.05, 2015" be introduced and read three times.
- CARRIED
- 15-185 MOVED Director McPherson, SECONDED Director Westbroek, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Amendment Bylaw No. 1591.05, 2015" be adopted.
- CARRIED

Waste Stream Management License Application – Coast Environmental Ltd.

- 15-186 MOVED Director Haime, SECONDED Director Fell, that the Board receive the report on the Waste Stream Management License application from Coast Environmental Ltd.

CARRIED

ADVISORY AND SELECT COMMITTEE, AND COMMISSION

Englishman River Water Service Management Board.

Minutes of the Englishman River Water Service Management Board meeting held Thursday, November 13, 2014.

- 15-187 MOVED Director Haime, SECONDED Director Rogers, that the minutes of the Englishman River Water Service Management Board meeting held Thursday, November 13, 2014, be received for information.

CARRIED

Regional Solid Waste Advisory Committee.

Minutes of the Regional Solid Waste Advisory Committee meeting held Thursday, December 11, 2014.

- 15-188 MOVED Director McPherson, SECONDED Director Haime, that the minutes of the Regional Solid Waste Advisory Committee meeting held Thursday, December 11, 2014, be received for information.

CARRIED

Transit Select Committee.

Minutes of the Transit Select Committee meeting held Thursday, January 22, 2015.

- 15-189 MOVED Director Westbroek, SECONDED Director Lefebvre, that the minutes of the Transit Select Committee meeting held Thursday, January 22, 2015, be received for information.

CARRIED

Transit Select Committee Terms of Reference.

- 15-190 MOVED Director Westbroek, SECONDED Director Lefebvre, that the Transit Select Committee Terms of Reference be amended to accommodate general discussion of transit related issues in the Region.

CARRIED

Future Plan and Executive Summary.

- 15-191 MOVED Director Westbroek, SECONDED Director Young, that staff provide a report outlining costs per bus per service hour, and figures regarding cost recovery.

CARRIED

Regional District of Nanaimo/Cowichan Valley Regional District Service Discussion Report Memorandum of Understanding – Transit.

- 15-192 MOVED Director Westbroek, SECONDED Director Young, that the Regional District of Nanaimo and Cowichan Valley Regional District Service Discussion Report Memorandum of Understanding be received for information.

CARRIED

Extension of Transit Service to the Qualicum First Nation Reserve.

15-193 MOVED Director Westbroek, SECONDED Director Recalma, that staff be directed to work with BC Transit and the Qualicum First Nation on a one month trial to extend transit to the reserve via Route 99 and that staff report back to the Transit Select Committee on the results of the pilot.

CARRIED

Extension of Transit Service to Electoral Area 'H' and Courtenay.

15-194 MOVED Director Westbroek, SECONDED Director Young, that staff be directed to work with BC Transit and the Area Director to examine all opportunities to efficiently and effectively connect the Regional District of Nanaimo and the Comox Valley Regional District public transit service.

CARRIED

Agricultural Advisory Committee.

Minutes of the Agricultural Advisory Committee meeting held Friday, January 23, 2015.

15-195 MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Agricultural Advisory Committee meeting held Friday, January 23, 2015, be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

North Cedar Improvement District – Gas Tax Funding – Capital Infrastructure Project Additional Reservoir Zone 1 - \$1,831,800.

15-196 MOVED Director Fell, SECONDED Director Rogers, that staff be directed to prepare correspondence to the North Cedar Improvement District from the Regional District of Nanaimo Chair that the Board is not in a position to support the application for grant funding for the project(s) as proposed given:

1. That there is a need for a shovel ready plan before the Regional District of Nanaimo can reasonably entertain prioritizing applications for any grant fund programs. This plan should clearly identify the effect North Cedar Improvement District is trying to achieve and how it will be achieved and provide a supporting timeline. It should be noted that all planning, technical evaluation, staff and legal costs need to be borne by the North Cedar Improvement District as they are not supported by any of the grant funding programs; and
2. That the North Cedar Improvement District needs to clearly and fully detail their funding plan. This funding plan should also detail the North Cedar Improvement District approach if no exterior (gas tax) funding is available and how the North Cedar Improvement District can support 1/3 funding (assuming North Cedar Improvement District project planning and design completed and supported for prioritization) if the proposal received support on a 2/3 funding basis from the Federal and Provincial governments.

CARRIED

Letter of Support for the Society of Organized Services and the Island Crisis Care Society.

15-197 MOVED Director Lefebvre, SECONDED Director Thorpe, that the Board provide a letter of support to BC Housing for funding for the Society of Organized Services and the Island Crisis Care Society for their joint initiative to create a shelter, drop in centre, supported housing and outreach office space in Parksville for Oceanside residents.

CARRIED

NEW BUSINESS

Amendment of Animal Control Bylaw No. 941, 1994 in Electoral Area 'F'.

- 15-198 MOVED Director Fell, SECONDED Director Westbroek, that staff be directed to prepare a report on amending "Animal Control Bylaw No. 941, 1994" to add regulations for the control of dogs at large in Electoral Area 'F' for the Board's consideration.
- CARRIED

Bill C-638 – Derelict and Abandoned Vessels Legislation.

- 15-199 MOVED Director Houle, SECONDED Director Yoachim, that staff be directed to prepare a letter for the signature of the Chair in support of Member of Parliament Jean Crowder's private member's Bill C-638, derelict and abandoned vessels legislation.
- CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Regional Parks and Trails Select Committee.

Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, February 3, 2015.

- 15-200 MOVED Director Young, SECONDED Director Haime, that the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, February 3, 2015, be received for information.
- CARRIED

Little Qualicum River Regional Park Bridge Assessment Report.

- 15-201 MOVED Director Fell, SECONDED Director Haime, that the bridge at Little Qualicum River Regional Park be upgraded for pedestrian, cyclist, service vehicle and emergency use, but not seismic upgrades funded by the Regional Parks Capital Budget following dissolution of the easement over the structure.
- CARRIED

- 15-202 MOVED Director Fell, SECONDED Director Haime, that the Regional District not explore the full replacement of the bridge at Little Qualicum River Regional Park and related land use agreements in order for the bridge to be used as an emergency evacuation route as there are other more viable routes to consider.
- CARRIED

Appointments to Regional Park Management Plan Committee for Fairwinds.

- 15-203 MOVED Director Rogers, SECONDED Director Haime, that Director Rogers and Director Young be appointed to the Regional Park Management Plan Committee for Fairwinds.
- CARRIED

- 15-204 MOVED Director Rogers, SECONDED Director Haime, that Director Lefebvre be appointed as an Alternate committee member to the Regional Park Management Plan Committee for Fairwinds.
- CARRIED

Friends of Morden Mine – Tipple Restoration.

MOVED Director Young, SECONDED Director McPherson, that the Regional District lobby the Province of British Columbia to undertake the restoration of the tipple at Morden Colliery Historic Provincial Park and that Regional District staff investigate grant funding opportunities to assist with the restoration project.

- 15-205 MOVED Director Fell, SECONDED Director McPherson, that the Board amend the main motion by replacing the word “lobby” with the word “approach” and by replacing the words “to undertake” with the word “concerning”.

CARRIED

The vote was taken on the main motion as amended.

- 15-206 MOVED Director Young, SECONDED Director McPherson, that the Regional District approach the Province of British Columbia concerning the restoration of the tipple at Morden Colliery Historic Provincial Park and that Regional District staff investigate grant funding opportunities to assist with the restoration project.

CARRIED

ADMINISTRATOR’S REPORTS

Electoral Area ‘B’ Taxi Saver Service Agreement.

- 15-207 MOVED Director Houle, SECONDED Director McPherson, that the Board approve the Gabriola Island Taxi Saver Agreement and direct staff to include up to \$15,000 under the Electoral Area 'B' Feasibility Service budget.

CARRIED

- 15-208 MOVED Director Houle, SECONDED Director McPherson, that the Board direct staff to proceed with the alternative approval process to establish a Taxi Saver service on Gabriola Island.

CARRIED

Asset Management Grant Application.

- 15-209 MOVED Director Rogers, SECONDED Director McPherson, that the Board support an application under the Asset Management Program under the Ministry of Community, Sport & Cultural Development.

CARRIED

Property Insurance Brokerage and Risk Advisory Services Contract Award.

- 15-210 MOVED Director Haime, SECONDED Director Rogers, that the Regional District of Nanaimo approve and enter into a three⁴-year agreement with the possibility of a two year extension with Willis Canada Inc. for the provision of property insurance brokerage and risk advisory services commencing April 1, 2015.

CARRIED

Zoning Amendment Application No. PL2014-028 – Steve Atkinson – 3119 Jameson Road, Electoral Area ‘C’ – Amendment Bylaw 500.393 - Adoption.

- 15-211 MOVED Director Young, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.393, 2014", be adopted.

CARRIED

Zoning Amendment Application No. PL2012-012 – Trustees of the Little Mountain Congregation of Jehovah’s Witnesses – 1069 Smithers Road, Electoral Area ‘F’ – Amendment Bylaw No. 1285.23 – Third Reading.

15-212 MOVED Director Fell, SECONDED Director McPherson, that the report of the Public Hearing held on February 11, 2015 for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015", be received.
CARRIED

15-213 MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.23, 2015", be read a third time.
CARRIED

Zoning Amendment Application No. PL2014-092 – Allsbrook Estates Ltd. – Evergreen Way, Electoral Area ‘F’ - Amendment Bylaw No. 1285.24 - Third Reading.

15-214 MOVED Director Fell, SECONDED Director McPherson, that the report of the Public Hearing held on February 11, 2015, for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015", be received.
CARRIED

15-215 MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.24, 2015", be read a third time.
CARRIED

Zoning Amendment Application No. PL2013-062 – Keith Brown Associates Ltd. – 1868 Fielding Road, Electoral Area ‘A’ – Amendment Bylaw No. 500.392 - Adoption.

15-216 MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.392, 2014", be adopted.
CARRIED

Amendments to Regional District of Nanaimo Land Use & Subdivision Bylaw No. 500, 1987 and Electoral Area ‘F’ Zoning & Subdivision Bylaw No. 1285, 2002 (Green Building Bylaws) - Amendment Bylaws No. 500.396 and No. 1285.22 - Adoption.

15-217 MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.396, 2014", as amended on January 27, 2015, be adopted.
CARRIED

15-218 MOVED Director McPherson, SECONDED Director Fell, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.22, 2014", be adopted.
CARRIED

Costs of Holding EAPC/Town Hall Meetings in Each Electoral Area Once Annually.

15-219 MOVED Director Fell, SECONDED Director Young, that the report be received for information and that the Board direct staff to add \$10,000 to the Electoral Areas Service 2015 requisition and that staff work with Electoral Area Directors on the specific timing, content and intent of those meetings in each electoral area once annually for inclusion in the 2015 — 2019 financial plan and the 2015 work plans.
CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Appointment to Gabriola Ferry Advisory Committee.

- 15-220 MOVED Director Houle, SECONDED Director Young, that the nomination by the Chair of Director Houle, Electoral Area 'B', to the Gabriola Ferry Advisory Committee be received for information.

CARRIED

Friends of Morden Mine Society – Tipple Stabilization.

- 15-221 MOVED Director Bestwick, SECONDED Director Rogers, that this matter be referred to the March 10, 2015 Committee of the Whole meeting:

MOVED Director Thorpe, SECONDED Director Young, that the budget be amended to include a \$45,000 grant to the Friends of the Morden Mine Society to cover the immediate cost of alleviating the potential damage at the site based upon approval from the Provincial Government to perform those improvements.

CARRIED

NEW BUSINESS

Nanoose Fire Protection Society Nomination.

- 15-222 MOVED Director Rogers, SECONDED Director Fell, that the nomination by the Chair of Director Rogers, Electoral Area 'E', or in the event that the Director is unable to attend, the Alternate Director for Electoral Area 'E' or the Director of Finance, to be entitled to attend all Nanoose Fire Protection Society meetings be received for information.

CARRIED

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

- 15-223 MOVED Director Fell, SECONDED Director Young, that David Edgeley be appointed to the Electoral Area 'F' Parks and Open Space Advisory Committee for a two year term.

CARRIED

Electoral Area 'F' Tax Requisition Community Parks 2015 Budget and Five Year Financial Plan.

- 15-224 MOVED Director Fell, SECONDED Director Rogers, that the tax requisition for the Electoral Area 'F' Community Parks 2015 Budget and Five Year Financial Plan be raised by \$8,000 for annual operation costs of the future Meadowood Community Recreation Centre at Meadowood Community Park.

CARRIED

Federation of Canadian Municipalities Conference.

- 15-225 MOVED Director McPherson, SECONDED Director Young, that one additional Electoral Area Director be authorized to attend the 2015 Federation of Canadian Municipalities (FCM) Conference in Edmonton.

CARRIED

Notice of Motion

Electoral Area 'A' Noise Bylaw Amendment.

15-226 Director McPherson noted that the following motion will be brought forward to the March 10, 2015 Committee of the Whole agenda:

That staff be directed to investigate and report back to the Board on options to amend the existing provisions of the Noise Bylaw in effect in Electoral Area 'A' to address community concerns regarding intense noise and activities that generate intense noise over extended periods of time. Options for consideration should include the narrowing of the current times of day and/or days of the week during which the generation of noise is allowed.

IN CAMERA

15-227 MOVED Director McPherson, SECONDED Director Haime, that pursuant to Sections 90(1)(e), (f), (i) and (j) of the Community Charter the Board proceed to an In Camera meeting for discussions related to land acquisitions, law enforcement, solicitor-client privilege and third party business interests.

CARRIED

TIME: 9:44 PM

ADJOURNMENT

MOVED Director McPherson, SECONDED Director Haime, that this meeting be adjourned.

CARRIED

TIME: 10:05 PM

CHAIRPERSON

CORPORATE OFFICER



MAR - 3 2015

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

Dear Chair Stanhope: *Joe*

RDN CAO'S OFFICE			
CAO	<input checked="" type="checkbox"/>	GM R&P	
GMS&CD		GM T&SW	
GM R&CU		DF	
MAR - 9 2015			
DCS		BOARD	<input checked="" type="checkbox"/>
CHAIR	<input checked="" type="checkbox"/>		

Executive Offices
Tel. 604 432-6215 Fax 604 451-6614

File: CR-12-01/CP-16-02-016
Ref: ID 5547

Re: Update on Metro Vancouver's Response to the Minister's Rejection of Bylaw 280

I am writing to thank you for your support of Metro Vancouver's proposed Greater Vancouver Sewerage and Drainage District Bylaw 280, 2015 (Bylaw 280) and to provide an update on Metro Vancouver's work following rejection of Bylaw 280 by Minister Polak on October 17, 2014.

Unfortunately, we are seeing an increase in commercial waste bypassing regional disposal facilities and as a result, avoiding our disposal bans and tipping fees, which are in place to help us achieve our aggressive waste reduction and recycling goals and to support a financially sustainable regional solid waste disposal system. Our understanding is that similar issues exist in many other regional districts around the Province.

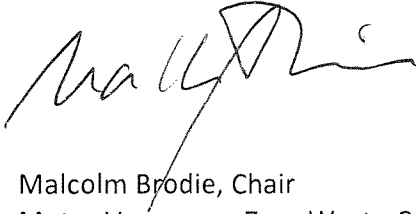
On February 13, 2015, Metro Vancouver adopted a new Tipping Fee Bylaw to better reflect the cost of solid waste disposal services and to encourage waste haulers to deliver garbage to Metro Vancouver facilities rather than ship this waste to remote disposal facilities. Effective April 6, 2015, tipping fees will be set based on the weight of each load of garbage. The new fees will be:

- Large loads exceeding nine tonnes: \$80 per tonne.
- Medium loads between one and nine tonnes: \$109 per tonne to a maximum load fee of \$720.
- Small loads up to one tonne: \$130 per tonne and a maximum load fee of \$109.
- A transaction fee of \$5 applied to all loads.
- The minimum cost for small loads will increase to \$15 with the addition of the transaction fee

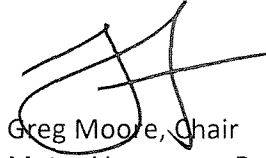
Even with these changes, Metro Vancouver's solid waste function anticipates an operating deficit in 2015. We are continuing to explore additional initiatives to eliminate the deficit, support our aggressive waste reduction and recycling goals and ensure a financially sustainable regional solid waste disposal system.

We encourage you to continue to engage on this important solid waste management issue both with the Provincial government and other regional districts.

Yours truly,



Malcolm Brodie, Chair
Metro Vancouver Zero Waste Committee



Greg Moore, Chair
Metro Vancouver Board

GM/PH/ah

cc: Mr. Paul Thorkelsson, CAO

Enclosure: Greater Vancouver Sewerage and Drainage District Bylaw No. 288, 2015

GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT

BYLAW NO. 288, 2015

A Bylaw to Establish the Tipping Fee and Solid Waste Disposal Regulation

WHEREAS:

- A. Pursuant to the *Greater Vancouver Sewerage and Drainage District Act* (the “Act”) the objects of the Greater Vancouver Sewerage and Drainage District (“GVS&DD”) include the disposal of all types of waste and the operation and administration of facilities for the disposal of all types of waste;
- B. Section 7A(5)(b) of the Act empowers the GVS&DD to establish the uses to which its waste disposal facilities may be put and by whom they may be used;
- C. Section 7A(5)(g) of the Act empowers the GVS&DD to establish scales of charges for services rendered by the GVS&DD and for the use of any of the GVS&DD’s waste disposal facilities;
- D. In relation to the disposal of solid waste generated within its area, section 7B of the Act empowers the GVS&DD to set levies payable by generators of waste or by other persons who use the services of a waste hauler based on the quantity, volume, type or composition of waste generated;
- E. Pursuant to section 14 of the Act, the Board of the GVS&DD may proceed by bylaw, resolution or order unless specially required by the Act to proceed by bylaw.

NOW THEREFORE the Board of the Greater Vancouver Sewerage and Drainage District in open meeting assembled, enacts as follows:

1.0 Repeal of Bylaw

- 1.1 “Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 287, 2014” is hereby repealed.

2.0 Citation

- 2.1 The official citation for this bylaw is “Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 288, 2015”.
- 2.2 This Bylaw may be cited as the “2015 Tipping Fee Bylaw”.

3.0 Definitions

3.1 In this Bylaw:

“Agricultural Waste” means Refuse that originates from an agricultural operation as defined pursuant to the *Agricultural Waste Control Regulation*, B.C. Reg. 131/1992, adopted pursuant to the *Environmental Management Act*, and includes manure, used mushroom medium and agricultural vegetation waste;

“Banned Materials” means Hazardous and Operational Impact Materials, Recyclable Materials or Product Stewardship Materials;

“Board” means the board of directors of the Greater Vancouver Sewerage and Drainage District;

“Clean Wood” means Municipal Solid Waste that comprises solid wood, lumber or pallets:

- (i) that does not contain any glues or resins;
- (ii) that is unpainted, unstained and untreated; and
- (iii) that may or may not be pierced with nails or other metal fasteners;

“Commissioner” means the person appointed to the position of Commissioner from time to time by the Board and includes any person appointed or designated to act in his or her place;

“Contaminated Recyclable Paper” means Recyclable Paper that has been contaminated with grease, oil, food residue or other material;

“Corrugated Cardboard” means Recyclable Paper that consists of a fluted corrugated sheet and one or two flat linerboards;

“Delta Garbage” means all Garbage originating from within the territorial boundaries of the Corporation of Delta, except Delta Residential Drop-off Garbage;

“Delta Residential Drop-off Garbage” means Garbage brought to a Vancouver Disposal Site by residential customers who reside in Delta;

“Disposal Site” means any of the Municipal Solid Waste disposal facilities listed in Schedule “A”;

“Environmental Management Act” means the *Environmental Management Act* S.B.C. 2003 c. 53;

“Food Waste” means Municipal Solid Waste that comprises food, including meat, fish, fat, dairy products, bread, baking products, fruits and vegetables, whether cooked or uncooked and packaged or unpackaged;

“Fraser Valley Regional District Levy” or “FVRD Levy” means the solid waste levy that is charged by the Fraser Valley Regional District pursuant to the Fraser Valley Regional District Bylaw No. 0327, 1999, as amended or replaced from time to time;

“Garbage” means the Municipal Solid Waste that is disposed of in a bunker, pit or on the tipping floor, as opposed to a Recycling Area, at a Disposal Site or a Vancouver Disposal Site;

“Greater Vancouver Sewerage and Drainage District Act” or the “Act” means the *Greater Vancouver Sewerage and Drainage District Act* S.B.C. 1956 c. 59;

“Green Waste” means Municipal Solid Waste that comprises vegetative matter resulting from gardening, landscaping or land clearing that is capable of being composted and includes grass, shrub and tree branches, grass sod, flowers, weeds, leaves, vegetable stalks, brush and tree stumps with a maximum diameter of 30 centimetres and maximum length of 120 centimetres, but excludes Clean Wood, Food Waste and Agricultural Waste;

“Gypsum” means Municipal Solid Waste that comprises board made of several plies of fiberboard, paper or felt bonded to a hardened gypsum plaster core that is also known as drywall and includes gypsum board that has been painted or covered in wallpaper;

“Hazardous and Operational Impact Materials” means the classes of Refuse listed in Schedule “C”;

“International Waste” means Municipal Solid Waste originating from outside of Canada, but excludes Refuse from cruise ships from the United States;

“Load” means a quantity of Municipal Solid Waste material that is or was contained within a single vehicle attending at a Disposal Site;

“Manager” means the person appointed to the position of Director, Solid Waste Operations from time to time and includes any person appointed or designated to act in his or her place;

“Mattresses” means Municipal Solid Waste that comprises a case of canvas or other heavy cloth stuffed with wool, cotton, other fibers or similar material, with or without coiled springs, that was used as a bed or as support for a bed;

“Municipal Solid Waste” means Refuse that originates from residential, light industrial, commercial, institutional, demolition, land clearing or construction sources or Refuse specified to be included in the GVS&DD’s solid waste management plan pursuant to the *Environmental Management Act*;

“Peak Hours” means from 10:00 am to 2:00 pm on Monday through Friday inclusive;

“Product Stewardship Materials” means the classes of Refuse listed in Schedule “E”;

“Quarter” means, within any calendar year, the three month period from January 1 to March 31, April 1 to June 30, July 1 to September 30, or October 1 to December 31;

“Recyclable Materials” means the classes of Refuse listed in Schedule “D”;

“Recyclable Paper” means Municipal Solid Waste manufactured from thin sheets from wood pulp or other fibrous substances that may be converted into reusable materials and includes newspapers and inserts, magazines, telephone directories, catalogues, office papers, envelopes, boxboard, paper bags and mail, but excludes photographic paper, carbon paper, tissue paper, paper napkins or towels, paper that is adhered to plastic or metal, composite paper products such as tetrapak containers, gable-top paper containers such as milk cartons, or paper that is covered or infused with wax;

“Recycling Area” means those parts of a Disposal Site or Vancouver Disposal Site designated for Green Waste, Source Separated Organics, Clean Wood, Food Waste, Gypsum, Mattresses and the specific materials, substances and objects that comprise Recyclable Material and Product Stewardship Materials;

“Recycling Fee” means the recycling fee charged by the GVS&DD for Green Waste, Source Separated Organics, Clean Wood, Food Waste, Gypsum, Mattresses and the specific materials, substances and objects that comprise Recyclable Material dropped off in the designated Recycling Area at Disposal Sites, as set out in Table 3 of Schedule “B” of this Bylaw;

“Recycling Regulation” means the *Recycling Regulation*, B.C. Reg. 449/2004 adopted pursuant to the *Environmental Management Act*;

“Refuse” means discarded or abandoned materials, substances or objects;

“Regional Services Rate” means the fee charged by the GVS&DD for solid waste management related services that the GVS&DD provides for the benefit of the entire area of the GVS&DD including, but not limited to, system analysis and planning, regulation and enforcement, demolition, land clearing and construction waste management, recycling and sustainability initiatives, public education, communication and administration;

“Source-Separated Organic Waste” means Food Waste, Green Waste, Clean Wood, Recyclable Paper that has been soiled by or comingled with food residue, or carbon paper, tissue paper, paper napkins or towels or paper that is covered or infused with wax, or any combination thereof that has been collected by or on behalf of GVS&DD’s member municipalities and does not contain more than 0.05% (by wet weight) of any other type of Refuse;

“Special Handle Waste” means International Waste and Municipal Solid Waste that requires immediate destruction or is designated for product destruction by a regulatory agency;

“Surcharge” means the cost charged by the GVS&DD, in addition to the applicable Tipping Fee, for disposing of Banned Materials at a Disposal Sites as set out in Table 4 of Schedule “B” of this Bylaw;

“Tipping Fee” means the fee charged by the GVS&DD for disposing of Garbage or Special Handle Waste at Disposal Sites, as set out in Table 1 of Schedule “B” of this Bylaw, which includes the Regional Services Rate;

“Transaction Fee” means the fee charged by the GVS&DD, in addition to the Tipping Fee, for all Loads of Garbage or Special Handle Waste disposed of at Disposal Sites, as set out in Table 2 of Schedule “B” of this Bylaw;

“Treasurer” means the person appointed to the position of Treasurer from time to time by the GVS&DD and includes any person appointed or designated to act in his or her place;

“Vancouver Disposal Site” means either of the following Municipal Solid Waste disposal facilities that are owned or operated by the City of Vancouver:

- (i) Vancouver Landfill located at 5400 72nd Street, Delta; and
- (ii) Vancouver South Transfer Station, Recycling Depot and Yard Trimmings Drop-off located at 377 West Kent Avenue North, Vancouver; and

“Vancouver Garbage” means all Garbage that originates from within the territorial boundaries of the City of Vancouver.

4.0 Restrictions and Prohibitions

- 4.1 No person shall dispose of anything at a Disposal Site except in accordance with this Bylaw.
- 4.2 No person shall dispose of Municipal Solid Waste at a Disposal Site unless it originates from within the geographic area of the GVS&DD.
- 4.3 Despite section 4.2, the Board may authorize acceptance at a Disposal Site of Municipal Solid Waste that originates from outside the geographic area of the GVS&DD, including International Waste.
- 4.4 No person shall enter a Disposal Site with a Load unless the Load is tied and covered or otherwise secured to prevent Municipal Solid Waste from escaping while the vehicle is in motion or at a standstill.
- 4.5 No person shall dispose of any Loads that emit odours, fumes or particulate matter (such as dust) that cause or are capable of causing material discomfort to a person at a Disposal Site, except that where expressly authorized by the Manager such Loads may be disposed of at the Waste-to-Energy Facility.
- 4.6 No person shall dispose of any Loads dominated by oily materials, substances or objects at a Disposal Site, except that where expressly authorized by the Manager such Loads may be disposed of at the Waste-to-Energy Facility.
- 4.7 No person shall dispose of Gypsum at a Disposal Site other than dropping off a Load of Gypsum that weighs one-half tonne or less at a designated Recycling Area.
- 4.8 No person shall dispose of Mattresses at a Disposal Site other than dropping off a Load comprising four or fewer Mattresses at a designated Recycling Area.

4.9 The Manager may prohibit a person who contravenes this Bylaw from disposing of Municipal Solid Waste at any Disposal Site for such period as the Manager may determine.

5.0 Tipping Fees, Transaction Fee, Recycling Fees and Surcharges

5.1 Every person who disposes of Municipal Solid Waste at a Disposal Site must pay to the GVS&DD the applicable Tipping Fees set out in Table 1 of Schedule "B", the Transaction Fee set out in Table 2 of Schedule "B", the applicable Recycling Fees set out in Table 3 of Schedule "B", and the applicable Surcharges set out in Table 4 of Schedule "B" and such charges must be paid before the person leaves the Disposal Site.

5.2 Every person who disposes of Garbage or Special Handle Waste at a Disposal Site must pay the applicable Tipping Fee specified in Table 1 of Schedule "B" of this Bylaw and the Transaction Fee specified in Table 2 of Schedule "B" of this Bylaw.

5.3 Every person who drops off Source-Separated Organic Waste, Green Waste, Clean Wood, Gypsum, Mattresses or Recyclable Materials at a designated Recycling Area must pay the applicable Recycling Fee specified in Table 3 of Schedule "B" of this Bylaw.

5.4 If a person attends a Disposal Site with a Load that contains any combination of Source-Separated Organic Waste, Green Waste, Food Waste, Clean Wood, Gypsum, Mattresses or Recyclable Materials and/or other Municipal Solid Waste and the person chooses not to weigh-out after dropping off each part of the Load at the designated Recycling Areas, then the person must pay to the GVS&DD the Tipping Fee for the entire Load that is based on the highest fee payable for any part of the Load, in the amounts set out in Schedule "B" of this Bylaw, together with any applicable Surcharges.

5.5 Every person who disposes of a Load at a Disposal Site that contains a quantity of Recyclable Material other than Food Waste or Clean Wood that exceeds either 5% of the total weight of the Load or 5% of the total volume of the Load must pay a Surcharge in the amount set out in Table 4 of Schedule "B" of this Bylaw.

5.6 Every person who disposes of a Load at a Disposal Site that contains Contaminated Recyclable Paper that exceeds either 5% of the total weight of the Load or 5% of the total volume of the Load must pay a Surcharge in the amounts set out in Table 4 of Schedule "B" of this Bylaw.

5.7 Every person who disposes of a Load at a Disposal Site that contains Food Waste that exceeds either 25% of the total weight of the Load or 25% of the total volume of the Load must pay a Surcharge in the amounts set out in Table 4 of Schedule "B" of this Bylaw.

5.8 Every person who disposes of a Load at a Disposal Site that contains Clean Wood that exceeds either 10% of the total weight of the Load or 10% of the total volume of the Load must pay a Surcharge in the amounts set out in Table 4 of Schedule "B" of this Bylaw.

5.9 Special Handle Waste is exempt from the Surcharges specified in sections 5.5, 5.6, 5.7 and 5.8.

- 5.10 Every person who disposes of any Hazardous and Operational Impact Materials or Product Stewardship Materials must pay a Surcharge in the amount set out in Table 4 of Schedule "B" of this Bylaw plus the costs of remediation or clean up.
- 5.11 Where a single Load is subject to multiple Surcharges, the Surcharge with the highest value will apply for the weight of the entire Load.
- 5.12 Despite anything else in this Bylaw, the Manager may, at his or her discretion, waive a Surcharge for a specified period.
- 5.13 The weigh scales at Disposal Sites are precise to 0.005 tonnes. The Tipping Fees and Recycling Fees payable to GVS&DD are determined by rounding the weight of a Load up to the nearest 0.01 tonnes, and then applying the applicable rates set out in Table 1 and Table 3 of Schedule "B" of this Bylaw. For those customers who do not have a customer charge account, as described in Schedule "F", the total amount payable to GVS&DD is rounded to the nearest dollar.
- 5.14 In addition to the Tipping Fees, Transaction Fee, Recycling Fees and Surcharges set out in Schedule "B" of this Bylaw, every person who disposes of a Load at the Matsqui Transfer Station must pay the applicable FVRD Levy.
- 5.15 Every person who disposes of a Load at the Waste-to-Energy Facility that is made up of at least 85% by weight of metals will receive a credit of \$25 per tonne on exiting the scale house at the Waste-to-Energy Facility.
- 5.16 Despite section 5.1 of this Bylaw, any person who disposes of Municipal Solid Waste at a Disposal Site on a regular basis may apply to the GVS&DD for a customer charge account in accordance with Schedule "F" to this Bylaw.
- 5.17 In the event the weigh scale system at a Disposal Site is not functioning for any reason, at his or her discretion the Manager may:
- (a) close the Disposal Site until the weigh scale system is functioning; or
 - (b) permit a person to dispose of a single Load at the Disposal Site subject to the following:
 - (i) the Load must not measure more than 0.5 cubic metres in volume; and
 - (ii) the minimum Tipping Fee set out in Table 1 of Schedule "B" of this Bylaw, plus the Transaction Fee, will be charged for the Load.

6.0 Regional Services Rate

- 6.1 The Regional Services Rate is \$6.00 per tonne for every Load of Garbage disposed of at a Disposal Site or at a Vancouver Disposal Site. The Regional Services Rate is included in the Tipping Fee for Garbage.
- 6.2 Every Quarter, the City of Vancouver must record:

- (a) the total tonnage of Garbage;
- (b) the tonnage of Vancouver Garbage and Delta Garbage; and
- (c) the tonnage of Delta Residential Drop-off Garbage,

that is disposed of at the Vancouver Disposal Sites during that Quarter and provide such information to GVS&DD and the Corporation of Delta within 30 days of the end of the Quarter.

- 6.3 Every Quarter GVS&DD will invoice the City of Vancouver for an amount equal to the Regional Services Rate for every tonne of Vancouver Garbage and Delta Residential Drop-off Garbage disposed of at the Vancouver Disposal Sites during the previous Quarter, and the City of Vancouver must remit payment to GVS&DD within 30 days of the date of such invoice.
- 6.4 Every Quarter GVS&DD will invoice the Corporation of Delta for an amount equal to the Regional Services Rate for every tonne of Delta Garbage disposed of at the Vancouver Disposal Sites during the previous Quarter, and the Corporation of Delta must remit payment to GVS&DD within 30 days of the date of such invoice.

7.0 Interpretation

- 7.1 If a portion of this Bylaw is held to be invalid it shall be severed and the remainder of the Bylaw shall remain in effect.
- 7.2 In this Bylaw, the word "person" includes a corporation.
- 7.3 Schedules "A", "B", "C", "D", "E", and "F" are attached to and form part of this Bylaw.

8.0 Effective Date

- 8.1 This Bylaw comes into force and takes effect April 6, 2015.

Read a first, second and third time this _____ day of _____ 2015.

Passed and finally adopted this _____ day of _____ 2015.

Greg Moore, Chair

Chris Plagnol, Corporate Officer

SCHEDULE "A"

DISPOSAL SITES

- Coquitlam Resource Recovery Plant located at 1200 United Boulevard, Coquitlam
- North Shore Transfer Station located at 30 Riverside Drive, North Vancouver
- Surrey Transfer Station located at 9770 192nd Street, Surrey
- Langley Residential Transfer Station located at 1070 272 Street, Langley
- Maple Ridge Residential Transfer Station located at 10092 236 Street, Maple Ridge
- Matsqui Transfer Station located at 33621 Valley Road, Abbotsford
- Waste-to-Energy Facility located at 5150 Riverbend Drive, Burnaby

SCHEDULE "B"

TIPPING FEES, TRANSACTION FEE, RECYCLING FEES AND SURCHARGES

Table 1 –Tipping Fees for Garbage (including the Regional Services Rate) and Special Handle Waste

	Net Weight	North Shore Transfer Station ¹	Surrey Transfer Station ¹	Coquitlam Resource Recovery Plant ¹	Matsqui Transfer Station ¹	Maple Ridge Transfer Station	Langley Transfer Station ¹	Burnaby WTE ¹
Garbage	0 to .99 tonnes 1.0 to 8.99 tonnes 9.0 tonnes or more	\$130/tonne ² \$109/tonne ⁴ \$80/tonne	\$130/tonne ² \$109/tonne ⁴ \$80/tonne	\$130/tonne ² \$109/tonne ⁴ \$80/tonne	\$150/tonne* \$150/tonne* \$150/tonne* *Plus FVRD Levy	\$134/tonne ³ \$113/tonne ⁵ Not accepted.	\$130/tonne ² \$109/tonne ⁴ Not accepted.	\$130/tonne ² \$109/tonne ⁴ \$80/tonne
	Minimum Tipping Fee during Peak Hours	\$20/Load	\$20/Load	\$20/Load	\$10/Load	\$10/Load	\$10/Load	\$10/Load
	Minimum Tipping Fee outside of Peak Hours	\$10/Load	\$10/Load	\$10/Load	\$10/Load	\$10/Load	\$10/Load	\$10/Load
Special Handle Waste	All Loads.	Not accepted.	Not accepted.	Not accepted.	Not accepted.	Not accepted.	Not accepted.	\$200/tonne, \$50 minimum.

¹ All Loads originating from Maple Ridge will be assessed an additional fee of \$4/tonne.

² To a maximum of \$109 per Load.

³ To a maximum of \$113 per Load.

⁴ To a maximum of \$720 per Load.

⁵ To a maximum of \$756 per Load.

Table 2 – Transaction Fee

Each Load of Garbage disposed of at any Disposal Site and each Load of Special Handle Waste disposed of at the Burnaby WTE	\$5/Load
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Table 3 – Recycling Fees for materials dropped off in designated Recycling Areas

	North Shore Transfer Station	Surrey Transfer Station	Coquitlam Resource Recovery Plant	Matsqui Transfer Station	Maple Ridge Transfer Station	Langley Transfer Station	Burnaby WTE
Source Separated Organic Waste	\$71/tonne, \$7 minimum	Not accepted.	Not accepted.	Not accepted.	Not accepted.	Not accepted.	Not accepted.
Green Waste	\$71/tonne, \$7 minimum	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	Not accepted.	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	Not accepted.
Clean Wood	\$71/tonne, \$7 minimum	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	\$66/tonne, \$6 minimum.	Not accepted.
Gypsum – two sheets 1.22m x 2.44m or less	\$109/tonne, \$10 minimum	\$109/tonne, \$10 minimum	\$109/tonne, \$10 minimum	\$109/tonne, \$10 minimum	\$109/tonne, \$10 minimum	\$109/tonne, \$10 minimum	Not accepted.
Gypsum – more than two sheets 1.22m x 2.44m but less than ½ tonne	\$150/tonne, \$15 minimum	\$150/tonne, \$15 minimum	\$150/tonne, \$15 minimum	\$150/tonne, \$15 minimum	\$150/tonne, \$15 minimum	\$150/tonne, \$15 minimum	Not accepted.
Mattresses	\$15 per Mattress	\$15 per Mattress	\$15 per Mattress	\$15 per Mattress	\$15 per Mattress	\$15 per Mattress	Not accepted.

Table 4 – Surcharges

Loads of Source-Separated Organic Waste containing more than 0.05% (by wet weight) of any other type of Refuse	North Shore Transfer Station	\$50 per Load
Loads containing Recyclable Material other than Food Waste or Clean Wood that exceeds either 5% of the total weight of the Load or 5% of the total volume of the Load (see section 5.5)	All Disposal Sites	50% of the applicable Tipping Fee
Loads containing Contaminated Recyclable Paper that exceeds either 5% of the total weight of the Load or 5% of the total volume of the Load (section 5.6)	All Disposal Sites	50% of the applicable Tipping Fee
Loads containing Food Waste that exceeds either 25% of the total weight of the Load or 25% of the total volume of the Load (section 5.7) ¹	All Disposal Sites	50% of the applicable Tipping Fee
Loads containing Clean Wood that exceeds either 10% of the total weight of the Load or 10% of the total volume of the Load (section 5.8) ²	All Disposal Sites	50% of the applicable Tipping Fee
Loads containing any Hazardous and Operational Impact Materials or Product Stewardship Materials	All Disposal Sites	\$50 per Load plus the cost of removal, clean-up and remediation

¹ Surcharges for Food Waste will be effective as of July 1, 2015.

² Surcharges for Clean Wood will be effective as of July 1, 2015.

SCHEDULE "C"

BANNED HAZARDOUS AND OPERATIONAL IMPACT MATERIALS

1. Agricultural Waste;
2. Automobile parts and bodies;
3. Refuse that is on fire, smoldering, flammable or explosive;
4. Hazardous Waste as defined in the *Hazardous Waste Regulation*, B.C. Reg. 63/88;
5. Propane tanks;
6. Liquids or sludge;
7. Coated or uncoated wire and cable exceeding 1% of the load;
8. Dead animals;
9. Inert fill material including soil, sod, gravel, concrete and asphalt exceeding 0.5 cubic metres per load.
10. Excrement, other than amounts of pet excrement that are double bagged and discarded with Municipal Solid Waste and that do not exceed either 5% of the total weight of the Load or 5% of the total volume of the Load;
11. Barrels, drums, pails or other large (205 litre or greater) liquid containers, whether full or empty;
12. Any single object that:
 - (a) weighs more than 100 kilograms; or
 - (b) exceeds 0.35 square metres in cross section at any point; or
 - (c) exceeds 1.2 metres in width and/or 2.5 metres in length, except at the Waste-to-Energy Facility where a single object must not exceed 1.0 metre in length; or
 - (d) exceeds 3 cubic metres in volume.
13. Gypsum;
14. Mattresses;
15. Refuse that would cause undue risk of injury or occupational disease to any person at the Disposal Site or that would otherwise contravene the *Occupational Health and Safety Regulation* B.C. Reg. 296/97 enacted pursuant to the Workers Compensation Act, as amended or replaced from time to time;
16. Any other Refuse that the Manager considers unsuitable for handling at a Disposal Site.

SCHEDULE "D"

BANNED RECYCLABLE MATERIALS

1. Beverage containers identified in "Schedule 1 — Beverage Container Product Category" to the *Recycling Regulation*;
2. Containers other than beverage containers made of:
 - (a) metal;
 - (b) glass; or
 - (c) polyethylene terephthalate (number 1 PET plastic), high density polyethylene (number 2 HDPE plastic), low density polyethylene (number 4 LDPE plastic) or polypropylene (number 5 PP);
3. Corrugated Cardboard;
4. Recyclable Paper;
5. Green Waste;
6. Food Waste; and
7. Clean Wood.

SCHEDULE "E"

BANNED PRODUCT STEWARDSHIP MATERIALS

1. The following materials pursuant to Schedule 2 – Residual Product Category to the *Recycling Regulation*:
 - (a) Solvents and flammable liquids;
 - (b) Pesticides;
 - (c) Gasoline;
 - (d) Pharmaceutical products and medications;
 - (e) Oil, oil filters and oil containers;
 - (f) Lubricating oils and lubricating oil containers;
 - (g) Paint;
 - (h) Lead-acid batteries;
 - (i) Antifreeze and antifreeze containers;
2. Electronics and electrical products, including metal household and commercial appliance, as identified in Schedule 3 – Electronics and Electrical Products Category to the *Recycling Regulation*;
3. Tires pursuant to Schedule 4 – Tire Product Category to the *Recycling Regulation*.

SCHEDULE "F"

CUSTOMER CHARGE ACCOUNTS

1. Any person wishing to establish a customer charge account with the GVS&DD must complete the GVS&DD's application for credit ("**Application for Credit**").
2. The Treasurer may approve the Application for Credit on behalf of the GVS&DD and establish a commercial charge account for a person for up to one million dollars (\$1,000,000).
3. The Commissioner and Treasurer may approve the Application for Credit on behalf of the GVS&DD and establish a commercial charge account for a person for up to two million dollars (\$2,000,000).
4. If the GVS&DD approves a person's Application for Credit and establishes a commercial charge account, then:
 - (a) the person may leave the Disposal Site before paying the applicable Tipping Fees, Transaction Fee, Recycling Fees and Surcharges; and
 - (b) the GVS&DD will generate invoices for Tipping Fees, Transaction Fees, Recycling Fees and Surcharges on a monthly basis for up to the established commercial charge account limit, which invoices are payable on receipt.
5. Where a person fails or refuses to pay an invoice for Tipping Fees, Transaction Fees, Recycling Fees and Surcharges within thirty-five (35) days, then the Treasurer may rescind their customer charge account and the person must:
 - (a) pay interest on the Tipping Fee, Transaction Fee, Recycling Fee or Surcharge at the rate of 1.25% per month (15% per year) compounded monthly and calculated daily on all amounts overdue, including all overdue interest from the date the charge was due to the date of payment; and
 - (b) not dispose of any Municipal Solid Waste at a Disposal Site until any outstanding invoice has been paid in full.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1230.05

A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
SOUTHERN COMMUNITY TRANSIT SERVICE AREA
CONVERSION BYLAW NO. 1230, 2001

WHEREAS the Board of the Regional District of Nanaimo wishes to amend "Southern Community Transit Service Area Conversion Bylaw No. 1230, 2001";

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

1. Citation

This Bylaw may be cited as "Southern Community Transit Service Area Amendment Bylaw No. 1230.05, 2015".

2. Amendment

"Southern Community Transit Service Area Conversion Bylaw No. 1230, 2001" is amended as follows:

(1) By deleting Section 5 and substituting it with the following:

"In accordance with Section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned for the Service is the greater of:

- (a) \$9,215,000 (Nine Million Two Hundred and Fifteen Thousand Dollars), or;
- (b) the amount obtained by multiplying the net taxable value of lands and improvements within the Service Area by a property tax value rate of \$0.6399 per thousand dollars of assessment."

Introduced and read three times this 27th day of January, 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1543.01

**A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
LIQUID WASTE MANAGEMENT PLANNING SERVICE
ESTABLISHMENT BYLAW NO. 1543, 2008**

WHEREAS the Board of the Regional District of Nanaimo wishes to amend "Liquid Waste Management Planning Service Establishment Bylaw No. 1543, 2008";

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

1. Citation

This Bylaw may be cited as "Liquid Waste Management Planning Service Amendment Bylaw No. 1543.01, 2015".

2. Amendment

"Liquid Waste Management Planning Service Establishment Bylaw No. 1543, 2008" is amended as follows:

(1) By deleting Section 6 and substituting it with the following:

"In accordance with Section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned for the Service is the greater of:

(a) \$202,890 (Two Hundred and Two Thousand Eight Hundred and Ninety Dollars), or;

(b) the amount obtained by multiplying the net taxable value of lands and improvements within the Service Area by a property tax value rate of \$0.0078 per thousand dollars of assessment."

Introduced and read three times this 27th day of January, 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 798.09

A BYLAW TO AMEND REGIONAL DISTRICT OF NANAIMO
ELECTORAL AREA 'A' COMMUNITY PARKS LOCAL SERVICE
ESTABLISHMENT BYLAW NO. 798, 1990

WHEREAS the Board of the Regional District of Nanaimo wishes to amend "Electoral Area 'A' Community Parks Local Service Establishment Bylaw No. 798, 1990";

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

1. Citation

This Bylaw may be cited as "Electoral Area 'A' Community Parks Local Service Amendment Bylaw No. 798.09, 2015".

2. Amendment

"Electoral Area 'A' Community Parks Local Service Establishment Bylaw No. 798, 1990" is amended as follows:

(1) By deleting Section 4 and substituting it with the following:

"In accordance with Section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned for the Service is the greater of:

(a) \$190,000 (One Hundred and Ninety Thousand Dollars), or;

(b) the amount obtained by multiplying the net taxable value of lands and improvements within the Service Area by a property tax value rate of \$0.1778 per thousand dollars of assessment."

Introduced and read three times this 27th day of January, 2015.

Approved by the Inspector of Municipalities this 2nd day of March, 2015.

Adopted this _____ day of _____, 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 813.54

**A BYLAW TO AMEND THE BOUNDARIES OF THE
FRENCH CREEK SEWER SERVICE**

WHEREAS the Regional District of Nanaimo established the French Creek Sewer Service pursuant to Bylaw No. 813, cited as “French Creek Sewerage Facilities Local Service Establishment Bylaw No. 813, 1990”;

AND WHEREAS the Board of the Regional District of Nanaimo has been petitioned by the property owners to extend the boundaries of the service area to include the land shown outlined in black on Schedule ‘A’ of this bylaw and legally described as:

- Lot 11, District Lot 29, Nanoose District, Plan VIP13406;

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. Amendment

“French Creek Sewerage Facilities Local Service Establishment Bylaw No. 813, 1990” is amended as follows:

By amending Schedule ‘A’ of Bylaw No. 813 to add the lands shown outlined in black on Schedule ‘A’ of this bylaw.

2. Citation

This bylaw may be cited for all purposes as “French Creek Sewerage Facilities Local Service Boundary Amendment Bylaw No. 813.54, 2015”.

Introduced and read three times this 24th day of February, 2015.

Adopted this ____ day of _____, 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 889.70

A BYLAW TO AMEND THE BOUNDARIES OF THE
NORTHERN COMMUNITY SEWER SERVICE

WHEREAS the Regional District of Nanaimo established the Northern Community Sewer Service pursuant to Bylaw No. 889, cited as “Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993”;

AND WHEREAS the Board of the Regional District of Nanaimo has been petitioned by the property owners to extend the boundaries of the benefiting area of the service area to include the land shown outlined in black on Schedule ‘A’ of this bylaw and legally described as:

- Lot 11, District Lot 29, Nanoose District, Plan VIP13406;

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. Amendment

“Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993” is amended as follows:

- (1) By amending Schedule ‘C’ of Bylaw No. 889 (Benefitting Areas) to *add* the lands outlined in black on Schedule ‘A’ of this bylaw; and
- (2) By amending Schedule ‘D’ of Bylaw No. 889 (Non-Benefitting Areas) to *remove* the lands outlined in black on Schedule ‘A’ of this bylaw.

2. Citation

This bylaw may be cited as “Regional District of Nanaimo Northern Community Sewer Local Service Boundary Amendment Bylaw No. 889.70, 2015”.

Introduced and read three times this 24th day of February, 2015.

Adopted this ____ day of _____, 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MARCH 10, 2015 AT 6:32 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director B. Veenhof	Chairperson
Director A. McPherson	Electoral Area A
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G

Also in Attendance:

P. Thorkelsson	Chief Administrative Officer
J. Hill	A/Director of Corporate Services
R. Alexander	Gen. Mgr. Regional & Community Utilities
G. Garbutt	Gen. Mgr. Strategic & Community Development
D. Pearce	A/Gen. Mgr. Transportation & Solid Waste
Jeremy Holm	Mgr. Current Planning
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and acknowledged the Coast Salish Nations whose traditional territory the meeting takes place.

DELEGATIONS

Leifka Vissers, Altus Group / Telus, re Proposed Telus Communications Tower – 1421 Sunrise Drive, Electoral Area ‘G’.

Leifka Vissers provided an overview of the outcome of public consultation, the siting of the proposed communications tower, and asked for a show of support from the Board which the applicant can present to Industry Canada to receive approval for this site.

ELECTORAL AREA PLANNING COMMITTEE MINUTES

Minutes of the Electoral Area Planning Committee meeting held Tuesday, February 10, 2015.

MOVED Director Rogers, SECONDED Director McPherson, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, February 10, 2015, be adopted.

CARRIED

REPORTS

Proposed Telus Communications Tower – 1421 Sunrise Drive, Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director McPherson, that staff be directed to advise Industry Canada and the proponent of the telecommunication tower proposed at 1421 Sunrise Drive that:

- a. TELUS has satisfactorily completed its consultation with the Regional District of Nanaimo;
- b. The Regional District of Nanaimo is satisfied with TELUS' public consultation process; and
- c. The Regional District of Nanaimo will provide a letter of concurrence to Telus.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement – 3119 Jameson Road, Electoral Area ‘C’.

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

CARRIED

ADJOURNMENT

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

CARRIED

TIME: 6:52 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY MARCH 10, 2015 AT 7:09 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director B. Veenhof	Electoral Area H
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Alternate	
Director S. Powell	City of Parksville
Alternate	
Director B. Avis	Town of Qualicum Beach

Regrets:

Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:

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

CALL TO ORDER

The Chairperson called the meeting to order and welcomed Alternate Directors' Powell and Avis to the meeting.

DELEGATIONS

Brian Hunter, Oceanside RCMP, re Overview of 2014 and Priorities for 2015.

Staff Sargent Brian Hunter provided an overview of crime statistics in the Oceanside area and advised the Board of the strategic priorities for 2015 and strategies for crime reduction in the detachment area.

Paul Manly, re Petition to Bring the Jump Lake Community Drinking Watershed Under Public Ownership.

Bill McCallum provided a presentation outlining benefits of a publically owned watershed, and shared his concerns regarding effects of private ownership of the Nanaimo watershed. He asked the Board to join the City of Nanaimo and other affected parties to establish a Watershed Board, and to work together to gain control and management of the Nanaimo community watershed.

June Ross, re Establishment of a Watershed Board.

June Ross voiced her concerns regarding private ownership of Nanaimo's watershed and asked the Board to support the Vancouver Island Water Watch Coalition in the establishment of a Nanaimo Watershed Board.

COMMITTEE OF THE WHOLE MINUTES

Minutes of the Regular Committee of the Whole meeting held Tuesday, February 10, 2015.

MOVED Director Avis, SECONDED Director Veenhof, that the minutes of the Committee of the Whole meeting held Tuesday, February 10, 2015, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Lynn and Robert Raffle, re Proposed Cell Tower at 1957 Plecas Road, South Wellington.

MOVED Director Veenhof, SECONDED Director Powell, that the correspondence received from Lynn and Robert Raffle regarding the proposed cell tower at 1957 Plecas Road, South Wellington be received.

CARRIED

Sharon Gaetz, Fraser Valley Regional District, re Minister of Environment's Rejection of Bylaw 280.

MOVED Director Veenhof, SECONDED Director Powell, that the correspondence received from Sharon Gaetz, Fraser Valley Regional District, regarding the Minister of Environment's rejection of Bylaw 280 be received.

CARRIED

John Hofman, Friends of the Morden Mine Society, re Emergency Work for Morden Mine.

MOVED Director Veenhof, SECONDED Director Powell, that the correspondence received from John Hofman, Friends of the Morden Mine Society, regarding emergency work for the Morden Mine be received.

CARRIED

Eric Ricker, Friends of the Morden Mine Society, re Application for Funding for Morden Mine.

MOVED Director Veenhof, SECONDED Director Powell, that the correspondence received from Eric Ricker, Friends of the Morden Mine Society, regarding the application for funding for Morden Mine be received.

CARRIED

FINANCE

Preliminary Operating Results for the Period Ending December 31, 2014.

MOVED Director Veenhof, SECONDED Director Powell, that the summary report of financial results for Regional District of Nanaimo operations to December 31, 2014, be received for information.

CARRIED

Gas Tax – Strategic Priorities Fund Infrastructure Stream.

MOVED Director Thorpe, SECONDED Director Veenhof, that the Board support the following projects for application by the Regional District of Nanaimo to the Gas Tax — Strategic Priorities Fund Infrastructure Stream for the April 15, 2015 application intake.

- Greater Nanaimo Pollution Control Centre Upgrades - \$62 million.
- Greater Nanaimo Marine Outfall Replacement - \$16 million.

CARRIED

MOVED Director Thorpe, SECONDED Director Veenhof, that the Board continue to support application by the City of Parksville for the Englishman River Water Service project.

CARRIED

Bylaw No. 1722 – Regional District of Nanaimo 2015 to 2019 Financial Plan.

MOVED Director Veenhof, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015" be adopted.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WATER AND UTILITY

Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw.

MOVED Director Kipp, SECONDED Director Houle, that the Board amend "Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" as outlined in this report.

CARRIED

MOVED Director Kipp, SECONDED Director Houle, that the Board give second reading, as amended, to "Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014".

CARRIED

MOVED Director Kipp, SECONDED Director Houle, that the Board give third reading to "Nanoose Bay Peninsula Water Service Development Cost Charge Bylaw No. 1715, 2014" and forward it to the Ministry of Community, Sport and Cultural Development for approval.

CARRIED

Bylaw No. 1655.03 – Water User Rate Amendments 2015.

MOVED Director Rogers, SECONDED Director Powell, that "Regional District of Nanaimo Water Services Fees & Charges Amendment Bylaw No. 1655.03, 2015" be introduced and read three times.

CARRIED

Sanitary Sewer User Rate Amendments.

MOVED Director Veenhof, SECONDED Director Houle, that "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Surfside Sewer Rates and Regulation Amendment Bylaw No. 1241.07, 2015" be adopted.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Fairwinds Sewerage Facilities Specified Area Rates Amendment Bylaw No. 765.15, 2015" be adopted.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "French Creek Sewer Specified Area Rates Amendment Bylaw No. 422.18, 2015" be adopted.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Barclay Crescent Sewer Rates and Regulations Amendment Bylaw No. 1472.06, 2015" be adopted.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Cedar Sewer Rates and Regulations Amendment Bylaw No. 1532.04, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Houle, that "Cedar Sewer Rates and Regulations Amendment Bylaw No.1532.04, 2015" be adopted.

CARRIED

Georgia Basin Inter-Regional Education Initiative.

MOVED Director Avis, SECONDED Director Veenhof, that continued participation in the Georgia Basin Inter-Regional Education Initiative as proposed by the Partnership for Water Sustainability in British Columbia be endorsed.

CARRIED

MOVED Director Avis, SECONDED Director Veenhof, that the Board continues to support staff participation in Partnership for Water Sustainability in British Columbia activities associated with water sustainability.

CARRIED

Garry Oak Drive and Spruce Lane Watermain Upgrade – Construction Tender Award.

MOVED Director Rogers, SECONDED Director Powell, that the Board approve Milestone Equipment Contracting Inc. be awarded the construction of the Garry Oak Drive and Spruce Lane Watermain Upgrade project for the Tender price of \$266,536.02 (excluding GST).

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be introduced and read three times.

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015" be adopted.

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be introduced and read three times.

CARRIED

MOVED Director Rogers, SECONDED Director Powell, that "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015" be adopted.

CARRIED

WASTEWATER

Bylaw Amendment 988.09 to change the septage user fee to \$.023 per gallon.

MOVED Director Veenhof, SECONDED Director Powell, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be introduced and read three times.

CARRIED

MOVED Director Veenhof, SECONDED Director Powell, that "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015" be adopted.

CARRIED

Greater Nanaimo Pollution Control Centre – Engineering Services for the Secondary Treatment Project.

MOVED Director Haime, SECONDED Director Thorpe, that the Board award the engineering for detailed design, tendering, construction, commissioning and post-construction services for the Greater Nanaimo Pollution Control Centre Secondary Treatment Project to AECOM for \$4,679,115.

CARRIED

TRANSPORTATION AND SOLID WASTE

SOLID WASTE

Cedar Road Landfill Gas/Cedar Road Bioenergy.

MOVED Director Kipp, SECONDED Director Powell, that the Board receive the report for information.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

LONG RANGE PLANNING

Use of Island Health Homelessness Funding.

MOVED Director Pratt, SECONDED Director Veenhof, that the Board receive the report for information and direct staff to send this information to Island Health with a letter thanking them for providing funding and indicating that there is a need for sustained funding to achieve the goal of ending homelessness.

CARRIED

2014 Annual Report on Regional Growth Strategy Implementation and Progress.

MOVED Director Pratt, SECONDED Director Rogers, that the Regional Growth Strategy 2014 Annual Report be received.

CARRIED

MOVED Director Pratt, SECONDED Director Rogers, that staff be directed to distribute and use the Regional Growth Strategy 2014 Annual Report as part of efforts to raise awareness and provide education about the Regional Growth Strategy and its implementation.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Establishment of a Watershed Board.

MOVED Director Bestwick, SECONDED Director Young, that the Regional District of Nanaimo agree in principle to participate in the establishment of a Watershed Board.

CARRIED

NEW BUSINESS

Friends of Morden Mine Society – Tipple Stabilization.

MOVED Director Thorpe, SECONDED Director Young, that the budget be amended to include a \$45,000 grant to the Friends of the Morden Mine Society to cover the immediate cost of alleviating the potential damage at the site based upon approval from the Provincial Government to perform those improvements.

DEFEATED

Electoral Area 'A' Noise Bylaw Amendment.

MOVED Director McPherson, SECONDED Director Rogers, that staff be directed to investigate and report back to the Board on options to amend the existing provisions of the Noise Bylaw in effect in Electoral Area 'A' to address community concerns regarding intense noise and activities that generate intense noise over extended periods of time. Options for consideration should include the narrowing of the current times of day and/or days of the week during which the generation of noise is allowed.

CARRIED

Notice of Motion – Morden Park Mine Site.

Director Thorpe noted that the following motion will be brought forward to the March 24, 2015 Board Agenda:

That staff prepare a report that investigates the viability of the Regional District of Nanaimo leasing the Morden Park mine site from the provincial government, including an estimate of associated costs and liabilities involved.

Notice of Motion – Board Procedure Bylaw.

Director Veenhof noted that the following motion will be brought forward to the April 14, 2015 Committee of the Whole Agenda:

That staff be directed to open the Board Procedure Bylaw for staff and Director review.

IN CAMERA

MOVED Director Veenhof, SECONDED Director Avis, that pursuant to Sections 90(1)(e), (f) and (j) of the *Community Charter* the Committee proceed to an In Camera meeting for discussions related to land acquisitions, law enforcement and third party business interests.

CARRIED

TIME: 9:55 PM

ADJOURNMENT

MOVED Director Avis, SECONDED Director Young, that this meeting be adjourned.

CARRIED

TIME: 9:57 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1722

A BYLAW TO ADOPT THE 2015
TO 2019 FINANCIAL PLAN

WHEREAS the Regional District of Nanaimo shall, pursuant to Section 815 of the *Local Government Act*, adopt by bylaw a five year financial plan;

AND WHEREAS an expenditure not provided for in the financial plan or the financial plan as amended, is not lawful unless for an emergency that was not contemplated;

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

1. Definitions

“**Emergency**” means a present or imminent event that:

- a) is caused by accident, fire explosion or technical failure or by the forces of nature; and
- b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.

2. Financial Plan

Schedule ‘A’ attached to this bylaw is hereby adopted as the Financial Plan for the Regional District of Nanaimo for the period January 1, 2015 to December 31, 2019.

3. Financial Plan Amendments

- a) Funds may be reallocated in accordance with the Regional District of Nanaimo’s purchasing policy for new projects.
- b) The officer responsible for financial administration may transfer unexpended appropriations to Reserve Funds and accounts for future expenditures.
- c) The Board may authorize amendments to the plan for Emergencies as defined herein.

4. Citation

This bylaw may be cited as “Regional District of Nanaimo Financial Plan 2015 to 2019 Bylaw No. 1722, 2015”.

Introduced and read three times this day of , 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

CONSOLIDATED FINANCIAL PLAN 2015 TO 2019

Chairperson

Corporate Officer

	2014 Budget	2015 Proposed 6.7%	2016 4.9%	2017 6.3%	2018 6.3%	2019 4.4%	Total
Operating Revenues							
Property taxes	(37,892,155)	(40,416,421)	(42,449,850)	(45,219,752)	(48,154,272)	(50,388,256)	(226,628,551)
Parcel taxes	(4,017,616)	(4,312,126)	(4,486,822)	(4,700,459)	(4,907,179)	(5,035,836)	(23,442,422)
Municipal agreements	(302,164)	(304,118)	(310,545)	(317,377)	(324,084)	(328,205)	(1,584,329)
	(42,211,935)	(45,032,665)	(47,247,217)	(50,237,588)	(53,385,535)	(55,752,297)	(251,655,302)
Operations	(2,450,763)	(3,089,353)	(3,094,494)	(3,117,537)	(3,155,812)	(3,179,340)	(15,636,536)
Interest income	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(100,000)	(575,000)
Transit fares	(4,366,943)	(4,457,681)	(4,604,906)	(4,734,450)	(4,874,899)	(5,014,327)	(23,686,263)
Landfill tipping fees	(8,285,750)	(7,266,784)	(7,266,784)	(7,339,452)	(7,412,846)	(7,486,975)	(36,772,841)
Recreation fees	(435,020)	(526,826)	(542,631)	(558,910)	(571,239)	(625,693)	(2,825,299)
Recreation facility rentals	(540,345)	(547,250)	(563,668)	(580,577)	(597,995)	(624,055)	(2,913,545)
Recreation vending sales	(9,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(22,500)
Recreation concession	(4,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(15,000)
Recreation other	(385,410)	(400,560)	(412,577)	(424,954)	(437,702)	(644,404)	(2,320,197)
Utility user fees	(4,748,477)	(4,469,620)	(4,623,297)	(4,782,631)	(4,880,122)	(4,979,037)	(23,734,707)
Operating grants	(6,530,205)	(6,694,515)	(6,539,976)	(6,835,318)	(7,176,860)	(7,313,609)	(34,560,278)
Planning grants	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)	(35,500)
Grants in lieu of taxes	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(748,225)
Interdepartmental recoveries	(6,425,414)	(6,664,633)	(6,753,784)	(6,240,680)	(6,522,133)	(6,550,382)	(32,731,612)
Miscellaneous	(5,833,209)	(6,661,073)	(6,418,032)	(6,553,544)	(6,416,734)	(7,326,391)	(33,375,774)
Total Operating Revenues	(82,533,716)	(86,125,205)	(88,356,611)	(91,669,886)	(95,696,122)	(99,760,755)	(461,608,579)
Operating Expenditures							
Administration	4,105,520	4,188,717	4,186,578	4,187,010	4,197,589	4,208,193	20,968,087
Community grants	529,498	522,602	39,303	39,303	39,303	39,303	679,814
Legislative	492,385	485,432	480,109	486,325	582,469	515,963	2,550,298
Professional fees	2,865,021	2,432,841	1,763,067	1,895,686	1,764,569	1,739,956	9,596,119
Building ops	3,052,862	3,267,767	3,298,103	3,347,768	3,394,877	3,617,889	16,926,404
Veh & Equip ops	7,862,991	7,853,555	7,983,925	8,131,610	8,282,215	8,469,101	40,720,406
Operating costs	16,011,162	16,308,679	17,764,467	19,715,095	22,056,319	22,503,872	98,348,432
Program costs	745,904	870,364	806,899	814,331	813,384	823,555	4,128,533
Wages & benefits	28,231,414	29,069,465	29,554,841	30,145,938	30,718,847	31,530,627	151,019,718
Transfer to other gov/org	6,265,363	6,531,825	6,427,901	6,596,418	6,725,672	6,886,018	33,167,834
Contributions to reserve funds	5,085,277	7,179,659	6,124,668	5,931,731	4,681,394	3,046,136	26,963,588
Debt interest	4,461,601	4,667,084	4,347,662	4,290,036	4,259,467	4,072,560	21,636,809
Total Operating Expenditures	79,708,998	83,377,990	82,777,523	85,581,251	87,516,105	87,453,173	426,706,042
Operating (surplus)/deficit	(2,824,718)	(2,747,215)	(5,579,088)	(6,088,635)	(8,180,017)	(12,307,582)	(34,902,537)
Capital Asset Expenditures							
Capital expenditures	24,954,456	35,947,273	34,182,004	45,564,519	51,950,051	14,330,992	181,974,839
Transfer from reserves	(14,236,617)	(27,503,536)	(17,129,624)	(20,576,035)	(7,671,886)	(4,937,118)	(77,818,199)
Grants and other	(5,390,311)	(4,388,476)	(987,500)	(987,500)	(141,000)	(478,320)	(6,982,796)
New borrowing	(1,482,800)	(1,616,665)	(13,119,676)	(22,150,715)	(42,225,114)	(6,789,483)	(85,901,653)
Net Capital Assets funded from Operations	3,844,728	2,438,596	2,945,204	1,850,269	1,912,051	2,126,071	11,272,191
Capital Financing Charges							
Existing debt (principal)	4,062,581	4,424,157	4,205,480	3,501,724	3,502,177	3,402,074	19,035,612
New debt (principal & interest)		30,832	344,690	1,585,756	3,813,724	6,881,577	12,656,579
Total Capital Financing Charges	4,062,581	4,454,989	4,550,170	5,087,480	7,315,901	10,283,651	31,692,191
Net (surplus)/deficit for the year	5,082,591	4,146,370	1,916,286	849,114	1,047,935	102,140	8,061,845
Add: Prior year (surplus) / deficit	(9,916,390)	(11,280,947)	(7,134,577)	(5,218,291)	(4,369,177)	(3,321,242)	(31,324,234)
(Surplus) applied to future years	(4,833,799)	(7,134,577)	(5,218,291)	(4,369,177)	(3,321,242)	(3,219,102)	(23,262,389)

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1715

**A BYLAW TO IMPOSE DEVELOPMENT COST CHARGES
WITHIN THE NANOOSE BAY PENINSULA WATER SERVICE AREA**

WHEREAS the Board may, pursuant to Section 933 of the *Local Government Act*, impose development cost charges under the terms and conditions of that section;

AND WHEREAS development cost charges may be imposed for the sole purpose of providing funds to assist the Regional District to pay the capital cost of providing, constructing, altering or expanding water facilities, including treatment plants, trunk lines, pump stations and other associated works in order to serve, directly or indirectly, the development for which the charges are imposed;

AND WHEREAS in establishing the development cost charges under this bylaw, the Board has considered the future land use patterns and development, and the phasing of works and services within the boundaries of the Nanoose Bay Peninsula Water Service Area;

AND WHEREAS the Board is of the opinion that the development cost charges imposed under this bylaw:

- (a) are not excessive in relation to the capital costs of prevailing standards of service,
- (b) will not deter development, and
- (c) will not discourage the construction of reasonably priced housing or the provision of reasonably priced serviced land,

within the Regional District of Nanaimo.

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

1. CITATION

This bylaw may be cited as "Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014".

2. INTERPRETATION

In this bylaw:

"Assisted Living Units" means a building or buildings used for multiple family residential use, where there may be common facilities and a cafeteria or eating area, but where residents are ambulatory and live in private rooms or units which can be locked and which are not automatically accessible to care staff.

CONSOLIDATED FINANCIAL PLAN 2015 TO 2019

Chairperson

Corporate Officer

	2014 Budget	2015 Proposed 6.7%	2016 4.9%	2017 6.3%	2018 6.3%	2019 4.4%	Total
Operating Revenues							
Property taxes	(37,892,155)	(40,416,421)	(42,449,850)	(45,219,752)	(48,154,272)	(50,388,256)	(226,628,551)
Parcel taxes	(4,017,616)	(4,312,126)	(4,486,822)	(4,700,459)	(4,907,179)	(5,035,836)	(23,442,422)
Municipal agreements	(302,164)	(304,118)	(310,545)	(317,377)	(324,084)	(328,205)	(1,584,329)
	(42,211,935)	(45,032,665)	(47,247,217)	(50,237,588)	(53,385,535)	(55,752,297)	(251,655,302)
Operations	(2,450,763)	(3,089,353)	(3,094,494)	(3,117,537)	(3,155,812)	(3,179,340)	(15,636,536)
Interest income	(150,000)	(150,000)	(125,000)	(100,000)	(100,000)	(100,000)	(575,000)
Transit fares	(4,366,943)	(4,457,681)	(4,604,906)	(4,734,450)	(4,874,899)	(5,014,327)	(23,686,263)
Landfill tipping fees	(8,285,750)	(7,266,784)	(7,266,784)	(7,339,452)	(7,412,846)	(7,486,975)	(36,772,841)
Recreation fees	(435,020)	(526,826)	(542,631)	(558,910)	(571,239)	(625,693)	(2,825,299)
Recreation facility rentals	(540,345)	(547,250)	(563,668)	(580,577)	(597,995)	(624,055)	(2,913,545)
Recreation vending sales	(9,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(22,500)
Recreation concession	(4,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(15,000)
Recreation other	(385,410)	(400,560)	(412,577)	(424,954)	(437,702)	(644,404)	(2,320,197)
Utility user fees	(4,748,477)	(4,469,620)	(4,623,297)	(4,782,631)	(4,880,122)	(4,979,037)	(23,734,707)
Operating grants	(6,530,205)	(6,694,515)	(6,539,976)	(6,835,318)	(7,176,860)	(7,313,609)	(34,560,278)
Planning grants	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)	(7,100)	(35,500)
Grants in lieu of taxes	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(149,645)	(748,225)
Interdepartmental recoveries	(6,425,414)	(6,664,633)	(6,753,784)	(6,240,680)	(6,522,133)	(6,550,382)	(32,731,612)
Miscellaneous	(5,833,209)	(6,661,073)	(6,418,032)	(6,553,544)	(6,416,734)	(7,326,391)	(33,375,774)
Total Operating Revenues	(82,533,716)	(86,125,205)	(88,356,611)	(91,669,886)	(95,696,122)	(99,760,755)	(461,608,579)
Operating Expenditures							
Administration	4,105,520	4,188,717	4,186,578	4,187,010	4,197,589	4,208,193	20,968,087
Community grants	529,498	522,602	39,303	39,303	39,303	39,303	679,814
Legislative	492,385	485,432	480,109	486,325	582,469	515,963	2,550,298
Professional fees	2,865,021	2,432,841	1,763,067	1,895,686	1,764,569	1,739,956	9,596,119
Building ops	3,052,862	3,267,767	3,298,103	3,347,768	3,394,877	3,617,889	16,926,404
Veh & Equip ops	7,862,991	7,853,555	7,983,925	8,131,610	8,282,215	8,469,101	40,720,406
Operating costs	16,011,162	16,308,679	17,764,467	19,715,095	22,056,319	22,503,872	98,348,432
Program costs	745,904	870,364	806,899	814,331	813,384	823,555	4,128,533
Wages & benefits	28,231,414	29,069,465	29,554,841	30,145,938	30,718,847	31,530,627	151,019,718
Transfer to other gov/org	6,265,363	6,531,825	6,427,901	6,596,418	6,725,672	6,886,018	33,167,834
Contributions to reserve funds	5,085,277	7,179,659	6,124,668	5,931,731	4,681,394	3,046,136	26,963,588
Debt interest	4,461,601	4,667,084	4,347,662	4,290,036	4,259,467	4,072,560	21,636,809
Total Operating Expenditures	79,708,998	83,377,990	82,777,523	85,581,251	87,516,105	87,453,173	426,706,042
Operating (surplus)/deficit	(2,824,718)	(2,747,215)	(5,579,088)	(6,088,635)	(8,180,017)	(12,307,582)	(34,902,537)
Capital Asset Expenditures							
Capital expenditures	24,954,456	35,947,273	34,182,004	45,564,519	51,950,051	14,330,992	181,974,839
Transfer from reserves	(14,236,617)	(27,503,536)	(17,129,624)	(20,576,035)	(7,671,886)	(4,937,118)	(77,818,199)
Grants and other	(5,390,311)	(4,388,476)	(987,500)	(987,500)	(141,000)	(478,320)	(6,982,796)
New borrowing	(1,482,800)	(1,616,665)	(13,119,676)	(22,150,715)	(42,225,114)	(6,789,483)	(85,901,653)
Net Capital Assets funded from Operations	3,844,728	2,438,596	2,945,204	1,850,269	1,912,051	2,126,071	11,272,191
Capital Financing Charges							
Existing debt (principal)	4,062,581	4,424,157	4,205,480	3,501,724	3,502,177	3,402,074	19,035,612
New debt (principal & interest)		30,832	344,690	1,585,756	3,813,724	6,881,577	12,656,579
Total Capital Financing Charges	4,062,581	4,454,989	4,550,170	5,087,480	7,315,901	10,283,651	31,692,191
Net (surplus)/deficit for the year	5,082,591	4,146,370	1,916,286	849,114	1,047,935	102,140	8,061,845
Add: Prior year (surplus) / deficit	(9,916,390)	(11,280,947)	(7,134,577)	(5,218,291)	(4,369,177)	(3,321,242)	(31,324,234)
(Surplus) applied to future years	(4,833,799)	(7,134,577)	(5,218,291)	(4,369,177)	(3,321,242)	(3,219,102)	(23,262,389)

"Building" means any structure and portion thereof, including mechanical rooms, that is used or intended to be used for the purpose of supporting or sheltering any use or occupancy.

"Commercial Use" means the use of land or buildings for any retail, tourist accommodation, restaurant, personal or professional services, commercial entertainment or commercial recreational use, and any other business use which is not an industrial or institutional use.

"DCC" means a development cost charge.

"Dwelling Unit" means one self-contained unit with a separate entrance intended for year-round occupancy, and the principal use of such dwelling unit is residential, with complete living facilities for one or more persons, including permanent provisions for living, sleeping, cooking and sanitation.

"Duplex" means a building containing two dwelling units on a lot.

"Gross Floor Area" means the total of the horizontal areas of all floors in a building, including the basement, measured to the outside of the exterior walls of the building.

"Industrial Use" means the use of land or buildings for any manufacturing, processing, repair, storage, wholesaling or distribution of goods.

"Institutional Use" means the use of land or buildings for any school, hospital, correctional facility, care facility, or for the purposes of a public body or publicly regulated utility, but does not include "assisted living" "senior living" uses.

"Lot" means a parcel created by registration of subdivision under the *Land Title Act* (British Columbia) or the Bare Land Strata regulation under the *Strata Property Act* (British Columbia)

"Low Density Multiple Family Residential" means a building or buildings containing three or more dwelling units on a lot where the total amount of units is between 3 and 25 units per hectare, which includes row housing, cluster housing, townhouses, apartment and "assisted living" uses.

"Medium Density Multiple Family Residential" means a building or buildings containing three or more dwelling units on a lot where the total amount of units is between 26 and 50 units per hectare, which includes row housing, cluster housing, townhouses, apartment and "assisted living" uses.

"High Density Multiple Family Residential" means a building or buildings containing three or more dwelling units on a lot where the total amount of units is greater than 50 units per hectare, which includes row housing, cluster housing, townhouses, apartment and "assisted living" uses.

"Single Family Residential" means a building containing one dwelling unit on a lot.

“Senior Living Units” means a building or buildings used for multiple family residential use, where there may be common facilities and a cafeteria or eating area, where meals are provided, housekeeping, and a common area where health care, skilled nursing, cultural, social and other services may be provided.

3. **CHARGES**

Every person who obtains:

- a) approval of the subdivision for any purpose of a parcel of land under the *Land Title Act* or the *Strata Property Act* which creates fee simple or bare land strata lots which are zoned to permit no more than two dwelling units, or
- b) a building permit authorizing the construction, alteration or extension of a building, including a building containing less than four self-contained dwelling units and that will, after the construction, alteration or extension, be put to no other use other than the residential use in those dwelling units, or
- c) a building permit for any new floor area which has a construction value in excess of \$100,000.00 or where the total of the building permits issued for the same parcel of land within the preceding 2 years exceeds \$100,000.;

shall pay, at the time of the approval of the subdivision or the issuance of the building permit, the applicable development cost charges as set out in Schedule ‘A’ attached to and forming part of this bylaw.

4. The charges outlined on Schedule ‘A’ will apply to properties outlined on Schedule ‘B’, attached to and forming a part of this bylaw.
5. The charges outlined on Schedule ‘A’ will be based on the actual use of the building not the zoning category of the property; and,
 - a) where there is more than one use, each use is subject to the charge based on the actual use and there may be more than one category applied per building.
 - b) mezzanines, storage or similar areas within a building are subject to development cost charges based on the same use that the majority area of the building contains.
 - c) where a building is vacant and its future use cannot be determined, development cost charges are payable in accordance with the zoning category for the land upon which the building is situated.

6. **EXCEPTIONS**

- a) Section 3 does not apply to a subdivision or building in respect of which the imposition of a development cost charge is prohibited by statute.

- b) If by statute or by operation of law, this Bylaw does not apply to an application to subdivide or an application for a building permit made prior to the adoption of this bylaw, any bylaw repealed by this bylaw shall remain unrepealed and in force and effect in relation to such applications, so far as is necessary to impose development cost charges under that bylaw at the time of subdivision approval or issuance of the building permit.

7. **EFFECTIVE DATE**

This bylaw will come into full force and effect 60 days from the adoption of the bylaw.

8. **SEVERABILITY**

In the event that any portion of this bylaw is declared invalid it shall be severed and the remainder of the bylaw shall continue in full force and effect.

9. **REPEAL**

On the effective date of this bylaw "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Bylaw No. 1088, 1997", and all amendments thereto are hereby repealed.

Introduced and read a first time this 30th day of September, 2014.

Read a second time, as amended, this day of .

Read a third time this day of .

Approved by the Inspector of Municipalities this day of .

Adopted this day of .

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014

Chairperson

Corporate Officer

SCHEDULE 'A'

Development Cost Charges for Water Works and Services

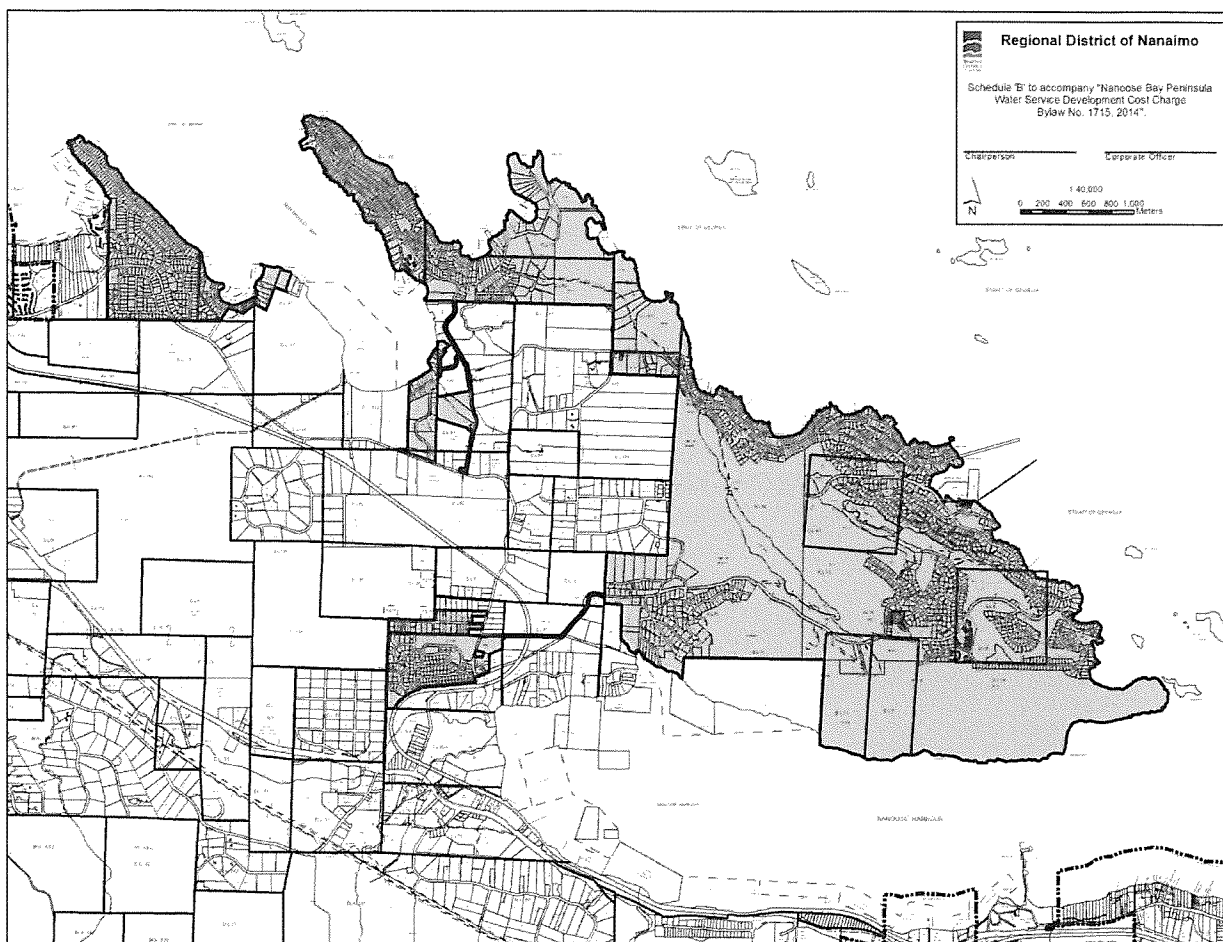
1. Pursuant to Section of this bylaw, development cost charges shall be levied in those areas that will be serviced by water works and services as outlined on the map attached hereto as Schedule 'B'.
2. The assist factor for those works and services shall be 1%.
3. All charges shall be paid in full prior to the approval of a subdivision or building permit unless paid by way of installments in accordance with BC Reg 166/84.
4. The Development Cost Charge Schedule is as follows:

Category	Subdivision	Building Permit
Single Family & Duplex	\$7,917.24 per lot being created; or	\$7,917.24 per residential unit constructed
Low Density Multi-Family	\$7,557.37 per residential unit permitted to be constructed under zoning; or	\$7,557.37 per residential unit constructed
Medium Density Multi-Family	\$6,837.62 per residential unit permitted to be constructed under zoning; or	\$6,837.62 per residential unit constructed
High Density Multi-Family	\$5,038.24 per residential unit permitted to be constructed under zoning; or	\$5,038.24 per residential unit constructed
Commercial		\$35.89 per square meter of building gross floor area
Industrial (all uses except Airport)		\$0.00 per square meter of building gross floor area
Institutional		\$17.99 per square meter of building gross floor area
Senior Living Units		\$3,977.56 per residential unit constructed

Schedule 'B' to accompany Nanoose Bay
Peninsula Water Service Area Development
Cost Charge Bylaw No. 1715, 2014

Chairperson

Corporate Officer



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1655.03

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 2015 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. 1655.03, 2015”.

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, 2015.

Introduced and read three times this day of _____, 2015.

Adopted this day of _____, 2015.

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, \$0.98 per cubic meter.
 - ii) From 0.71 to 1.4 cubic meters per day, \$1.12 per cubic meter.
 - iii) From 1.41 to 2.1 cubic meters per day, \$1.43 per cubic meter.
 - iv) From 2.11 to 2.8 cubic meters per day, \$1.69 per cubic meter.
 - v) From 2.81 to 3.5 cubic meters per day, \$2.25 per cubic meter.
 - vi) Over 3.50 cubic meters per day, \$3.39 per cubic meter.
- (b) Minimum rate is \$0.31 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.

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1241.07

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. 1241.07, 2015”.

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 , 2015.

Adopted this day of , 2015.

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	\$ 145.66
- each additional fixture	\$ 12.07
(b) Apartments, Suites or Duplex - Each Unit	\$ 145.66
(c) Cafes and Restaurants – for each group of plumbing fixtures	\$ 145.66
(d) Garage or Service Station	\$ 145.66
(e) Store or Business Premises – for each group of plumbing fixtures	\$ 145.66
(f) Mobile Homes (whether situated in a mobile Home park or not) – per unit	\$ 145.66
(g) Office Building – for each group of plumbing fixtures	\$ 145.66
(h) Churches and Public Halls – for each group of plumbing fixtures	\$ 87.39
(i) Licenses Premises – for each group of plumbing fixtures	\$ 145.66
(j) Motels – per unit – including residential managers’ or owners’ units	\$ 1.14
(k) Hotels – per room	\$ 1.14
(l) Camping – for each group of plumbing fixtures	\$ 1.14
- for each space with a sewer connection	\$ 1.12
(m) Marinas – for each group of plumbing fixtures	\$ 145.66
(n) Laundry, Laundromat or Dry Cleaners – per washer	\$ 83.23
(o) Sani Dump (per connection)	\$ 452.58
(p) Swimming Pool	\$ 109.24

3. Connection Fee \$ 300.00

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 765.15

**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. 765.15, 2015".

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 , 2015.

Adopted this day of , 2015.

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	\$ 77.09
Each additional fixture	\$ 6.45
(b) Apartments, Condominiums, Duplexes, Hotels, Suites or Strata Title Units – per unit	\$ 77.09
(c) Campground (see item (d) for restrooms or laundry facilities) – per space with sewer connection	\$ 77.09
(d) Commercial	
(i) General, per group of fixtures	\$ 92.39
(ii) Laundry, Laundromat or Dry Cleaners – per washer	\$ 46.62
(e) Sani-dump – per vehicle connection	\$ 461.73
(f) Swimming pool	\$ 57.84
(g) Department of National Defense	By Agreement

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 422.18

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. 422.18, 2015".

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 , 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

Chairperson

Corporate Officer

SCHEDULE 'A'

FRENCH CREEK SEWER USER RATES

Classification	Annual Rate
(a) Single Family Residence - up to 12 fixtures	\$ 175.63
- each additional fixture	\$ 14.67
(b) Apartments, Suites or Duplex - Each Unit	\$ 175.63
(c) Cafes and Restaurants - for each group of plumbing fixtures	\$ 175.63
(d) Garage or Service Station	\$ 175.63
(e) Store or Business Premises - for each group of plumbing fixtures	\$ 175.63
(f) Mobile Homes (whether situated in a mobile Home park or not) - per unit	\$ 175.63
(g) Office Buildings - for each group of plumbing fixtures	\$ 175.63
(h) Churches and Public Halls - for each group of plumbing fixtures	\$ 106.40
(i) Licensed Premises - for each group of plumbing fixtures	\$ 175.63
(j) Motels - per unit – including residential manager’s or owner’s unit	\$ 175.63
(k) Hotels – per room	\$ 175.63
(l) Camping - for each group of plumbing fixtures	\$ 175.63
- for each space with a sewer connection	\$ 45.20
(m) Marinas – for each group of plumbing fixtures	\$ 175.63
(n) Laundry, Laundromat or Dry Cleaners – per washer	\$ 92.07
(o) Schools - per connection	\$ 337.92
- plus for each group of plumbing fixtures	\$ 131.64
(p) Swimming Pool	\$ 131.64

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1472.06

**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. 1472.06, 2015".

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 , 2015.

Adopted this day of , 2015.

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	\$ 250.37	
(b)	Apartments, Suites or Duplex – Each Unit	\$ 250.37	
(c)	Cafes and Restaurants – for each group of plumbing fixtures	\$ 250.37	
(d)	Garage or Service Station	\$ 243.08	
(e)	Store or Business Premises – for each group of plumbing fixtures	\$ 250.37	
(f)	Mobile Homes (whether situated in a Mobile Home Park or not) – per unit	\$ 250.37	
(g)	Churches and Halls – for each group of plumbing fixtures	\$ 250.37	
(h)	Licensed Premises – for each group of plumbing fixtures	\$ 250.37	
(i)	Motels – per unit – including residential managers' or owners' units	\$ 250.37	
(j)	Hotels – per room	\$ 1.11	
(k)	Camping - for each group of plumbing fixtures	\$ 1.11	
	- for each space with a sewer connection	\$ 1.11	
(l)	Laundry, Laundromat or Dry Cleaners – per washer	\$ 83.81	
(m)	Sani Dump (per connection)	\$ 473.16	
(n)	Waste Discharge permit holder	\$ 1,060.90	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. 1532.04

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. 1532.04, 2015".

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 , 2015.

Adopted this day of , 2015.

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)	\$233.40 per unit or connection	\$1.60 per dwelling unit per day
Apartments, Condominiums or multi family dwellings	\$233.40 per unit	\$1.48 per unit per day
Assisted living premises	\$1,133	\$77.44
Churches and Halls	\$233.40 per building	\$0.79
Halls, Community Centers and similar facilities	\$233.40 per building	\$0.80
Schools	\$1,166.99	\$5.84
Commercial premises	\$700.20	\$1.60 per building per day
Motels and Hotels – including residential managers' or owners' units	\$1,166.99	\$4.67 per unit per day
Camping - for each group of plumbing fixtures within a building	\$233.40	\$1.60
Camping - for each space with a sewer connection	\$233.40	\$0.79
Laundry, Laundromat or Dry Cleaners	\$700.20	\$1.60 per washer per day
Sani Dump	\$700.20 per connection	
Sportsfields	\$700.20	\$0.79

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1723

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	1714	Nanoose Bay Peninsula Water Service Area Capital Improvements	\$2,600,000	Nil	\$2,600,000	20	\$350,000

Total Financing pursuant to Section 825 \$350,000

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 Three Hundred and Fifty Thousand Dollars (\$350,000) 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 Nanoose Bay Peninsula Water Service Area Capital Improvements Loan Authorization Bylaw No. 1714, the anticipated revenues accruing to the Regional District from the operation of the said Nanoose Bay Peninsula Water Service Area 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 "Nanoose Bay Peninsula Water Service Area Capital Improvements Security Issuing Bylaw No. 1723, 2015".

Introduced and read three times this day of , 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1724

**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 "Nanoose Bay Peninsula Water Service Area Capital Improvements Loan Authorization Bylaw No. 1714, 2014" ("Bylaw No. 1714"), the Board of the Regional District of Nanaimo was authorized to borrow upon the credit of the Regional District a sum not exceeding \$2,600,000.00 for the purpose of undertaking and carrying out capital improvement and upgrades requirements to the water supply and distribution system;

AND WHEREAS the remaining authorized borrowing power under the said Bylaw No. 1714 stands at \$2,600,000.00;

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 \$350,000.00 solely for the purposes specified in Bylaw No. 1714.
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 "Nanoose Bay Peninsula Water Service Area Capital Improvements Interim Financing Bylaw No. 1724, 2015".

Introduced and read three times this day of , 2015.

Adopted this day of , 2015.

CHAIRPERSON

CORPORATE OFFICER

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 988.09**

**A BYLAW TO AMEND THE REGIONAL DISTRICT OF NANAIMO
TRUCKED LIQUID WASTE DISPOSAL BYLAW NO. 988**

WHEREAS "Regional District of Nanaimo Trucked Liquid Waste Disposal Bylaw No. 988, 1995" provides for the discharge of trucked liquid waste into septage disposal facilities operated by the Regional District of Nanaimo;

AND WHEREAS the Board wishes to amend Bylaw No. 988;

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

1. This bylaw may be cited as "Regional District of Nanaimo Trucked Liquid Waste Disposal Amendment Bylaw No. 988.09, 2015".
2. Schedule 'C' of Bylaw No. 988 is deleted and replaced with Schedule 'C' attached to and forming part of this bylaw.

Introduced and read three times _____ day of _____, 2015.

Adopted this _____ day of _____, 2015.

CHAIRPERSON

CORPORATE OFFICER

CHAIRPERSON

CORPORATE OFFICER

BYLAW NO. 988.09
SCHEDULE 'C'
FEES

1.	Annual Administration Fee:	\$50.00
2.	Application Fee:	\$300.00
3.	User Fees:	
	For each gallon of septage up to and including June 30 th , 2015	\$0.18
	For each gallon of septage beginning July 1 st , 2015	\$0.23
	For each gallon of holding tank waste from properties included within the Pump and Haul Local Service Area established by Bylaw No. 975; and	\$0.01
	For each gallon of holding tank waste from properties included within the Horne Lake Pump and Haul Service Area established by Bylaw No. 1217	
	For each gallon of holding tank waste from marine sewage reception facilities, with approved application	\$0.01
	For each gallon of sewage from properties with approved application, and for a maximum period of 90 days	\$0.01
	For each gallon of septage from properties on Protection Island	\$0.00
	For each gallon of septage from the following properties within the City of Nanaimo:	
	1323/1325 Fielding Road	
	1335 Fielding Road	
	1341 Fielding Road	
	1343 Fielding Road	
	1350 Fielding Road	
	1357 Fielding Road	
	1373 Fielding Road	\$0.00
	1390 Fielding Road	
	1400 Fielding Road	
	1403 Fielding Road	
	1416/1420 Fielding Road	
	1417 Fielding Road	
	1421 Fielding Road	
	For each gallon of septage from properties on Lasqueti Island	\$0.23

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'A' PARKS, RECREATION AND
CULTURE COMMISSION REGULAR MEETING
HELD WEDNESDAY, FEBRUARY 18, 2015
7:00PM
(CEDAR HERITAGE CENTRE)

Attendance: Alec McPherson, RDN Director, Chair
Jim Fiddick
Bernard White
Angela Vincent
Patti Grand
Andrew Thornton
Graham Gidden
John O'Connor

Staff: Hannah King, Superintendent of Recreation Program Services
Elaine McCulloch, Parks Planner
Ann-Marie Harvey, Recording Secretary

Regrets: Kerri-Lynne Wilson

CALL TO ORDER

Chair McPherson called the meeting to order at 7:04 PM.

WELCOME NEW MEMBERS/INTRODUCTION

Commission members introduced themselves and spoke a bit about their backgrounds and where they live.

MINUTES

MOVED Commissioner Fiddick, SECONDED Commissioner White that the minutes of the Regular Electoral Area 'A' Parks, Recreation and Culture Commission meeting held October 21, 2014 be received.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

MOVED Commissioner Grand, SECONDED Commissioner Vincent that the following Communications/Correspondence be received:

V.Sudaby, Cedar Skate Park Association to E. McCulloch, RDN, **Re: Picnic Table Donation**

H. King, RDN to K. St. Cyr, Cedar Family of Community Schools, **Re: 2014 Grant Application**

CARRIED

REPORTS

Monthly Update of Regional and Community Parks and Trail Projects–Nov-Dec 2015

Ms. McCulloch reported that some graffiti had been identified by RDN parks staff and removed. She noted it wasn't in a highly visible place.

MOVED Commissioner Grand, SECONDED Commissioner O'Connor that the Monthly Update of Regional and Community Parks and Trail Projects–Nov-Dec 2015 be received.

CARRIED

Nanaimo Bridge Crossing (verbal)

Chair McPherson gave a brief review of the feasibility report and reported that the type of surface of the bridge needs to be determined and if equestrian accessibility is a need for the community. This will be done by way of a survey and he will be sure to advise the Commission when this is available. Funding sources for the bridge need to be determined. A public open house will be held in June before moving forward with the detailed design.

MOVED Commissioner White, SECONDED Commissioner Fiddick that the Nanaimo Bridge Crossing Update be received.

CARRIED

Beach Access Report (Commission)

Chair McPherson thanked the Commissioners for their work on the Beach Access Report during the last year. Commissioner Vincent reported that the report is complete. The Commission discussed some priorities but decided to meet again to discuss further and then hold a site visit with Ms. McCulloch to discuss details about the chosen sites and present her with their priorities for each site.

Chair McPherson will email members to coordinate a date to meet.

MOVED Commissioner O'Connor, SECONDED Commissioner Grand that the Beach Access Report be received.

CARRIED

RECREATION

Recreation Update (verbal)

Cedar Sport Court

Chair McPherson gave a history to the new members and people in the gallery of the Cedar Sport Court collaboration with Snuneymuxw First Nations. He noted that Herold Engineering have donated their services for engineering and design of the area. He hopes to have a report from Herold near the end of March. The Commission discussed some details of the proposed project and funding clarifications.

Chair McPherson is looking forward to the steps ahead with the Snuneymuxw First Nations and what the project will bring to the community.

School District #68

Ms. King updated that RDN staff are still waiting to meeting with the School District staff to talk about the possible relationships with Community Schools as requested from the Commission previously. She has met with the Community School Coordinator, Karen St. Cyr and was informed of the programs she is offering and what is happening through the schools. They discussed the underutilization of the grant program and

Karen offered some suggestions on that area. Ms. King will present these to the grant sub-committee to discuss.

MOVED Commissioner Grand, SECONDED Commissioner O'Connor that the Recreation Updates be received for information.

CARRIED

NEW BUSINESS

2014 Accomplishments

Chair McPherson explained the list of accomplishments for 2014, noting the Skate Park was the large project for 2014 in Area 'A'. Ms. King noted that this was to give the committee an idea of the projects in other Electoral Area's as well.

2015 Budget

Chair McPherson explained the budget process and noted that the biggest changes for the area will be an increase to the maintenance budget due to the new maintenance standards for parks and the addition of the Cedar Skate Park. The Plaza Kiosk will be funded 50/50 by Community Parks and Regional Park budget. Surplus parks money is trying to build up a reserve for future facilities so that no borrowing is necessary when the time comes.

Ms. McCulloch will have summary of the final budget at the next meeting.

Commissioner Gidden asked if with the new parks standards, if the work will still be completed by part contractor, part staff. Ms. McCulloch replied that it will still be a split but more contracting as there are only two parks staff on the ground for the entire Regional District, Bowser-Cassidy and Gabriola Island. Contracts will be altered to achieve the new standards. She noted these new standards would be for the front country parks – for EA 'A' will be Thelma Griffiths, Cedar Skate Park and the Cedar Plaza. Other parks would be kept up with clearing of brush, ect. She reminded members that increased maintenance costs come with the development of Parks.

Ms. McCulloch reviewed the planning worksheet that was in the agenda and noted the projects and budget of the project priorities for Area 'A' Parks.

Grant Committee Election

MOVED Commissioner Grand, SECONDED Commissioner Vincent that Commissioners O'Connor, Gidden and White be appointed to the Grant –in –Aid Sub Committee.

CARRIED

BCRPA Symposium

The Commission decided to send Commissioner Thornton and Commissioner O'Connor to the 2015 BCRPA Symposium in Victoria May 6-8.

COMMISSIONER ROUND TABLE

Commissioner White has been doing Firefighter Training. All is well.

Commissioner Gidden contacted Parks Operations about a hazardous tree at Thelma Griffiths. He mentioned the Daphne issue at Thelma and that he removed some. Ms. McCulloch discussed the Coastal Invasive Species and that the Daphne would be added to that list.

Commissioner Grand was at a meeting in Nanaimo at the Port Theatre and received a document about receiving Grants in the future and she thought it could be applied in Area 'A'. She gave it to Ms. King to review.

Commissioner Thornton is wondering when the Cranberry Firehall gymnasium might come available again? Chair McPherson thought about July or August. Commissioner Thornton inquired about the possibility for more commission meetings, formal or informal to get more done. Chair McPherson mentioned the beach access gatherings to inventory the beach accesses. He felt those to be very productive for the committee but also spoke of the need for transparency when meeting as a group with more than a quorum and the perception of moving forward without a formal meeting. He noted workplan workshops are a great way to get discussions progressing.

Commissioner Fiddick talked about Deborah Bloom and him meeting with BC Parks for equestrian access to Hemer Provincial Park for the potential of getting Morden Colliery railroad track into public hands so that we can get right to Boat Harbour. He would like to access all the way to the TransCanada Trail. He helped develop a parking lot on Spruston Rd for equestrians to back up horse trailers and now ATVers have started tearing up the area.

Commissioner Vincent mentioned that at the Ladysmith Heritage Commission meeting, the Nanaimo Archives spoke and they said in relation to Black History Month that while it's hard to find information hard to find black history in the area, with some research they found that in 1901 half of the black population in BC was in Extension.

Chair McPherson talked about the Morden Tipple and that the engineering plan was done and gives an idea of the costs that would be required. He said immediate work for safety would be \$45,000 and the Friends of Morden mine and staff are looking for funding options. He noted the need to celebrate our coal history and in his view is worthwhile saving and has the potential of being a great tourist attraction. The cost would entail 2.7million to restore it.

GALLERY GUESTS QUESTIONS

Chair McPherson took some questions from the attendees in the gallery.

ADJOURNMENT

MOVED Commissioner Grand that the meeting be adjourned at 9:29pm.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION
REGULAR MEETING
HELD THURSDAY FEBRUARY 19, 2015
2:00PM
(OCEANSIDE PLACE)

Attendance: Reg Nosworthy, Electoral Area 'F'
Julie Austin, School District 69 Trustee
Neil Horner, Councillor, Town of Qualicum Beach
Al Grier, Councillor, City of Parksville

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Ann-Marie Harvey, Recording Secretary

Regrets: Joe Stanhope, Director, RDN Board, Electoral Area 'G'
Bill Veenhof, Director, RDN Board Appointee
Gordon Wiebe, Electoral Area 'E'

CALL TO ORDER

Mr. Banman, Recreation Manager called the meeting to order at 2:04pm

WELCOME NEW MEMBERS/INTRODUCTION

The Commissioner members and staff introduced themselves and their roles to who they represent.

ELECTION OF CHAIRPERSON

Mr. Banman told the Commission that in Commissioner Veenhof's absence he offered to let his name stand for any positions if needed. As well, Commissioner Wiebe offered his name to stand for Deputy Chair and the Grant Sub-Committee.

Mr. Banman called for nominations for the position of Chairperson for the year 2015.

Commissioner Nosworthy nominated Commissioner Veenhof.

There being no further nominations, Mr. Banman declared Commissioner Veenhof as Chairperson of the District 69 Recreation Commission for 2015.

ELECTION OF DEPUTY CHAIRPERSON

Mr. Banman called for nominations for the position of Deputy Chairperson for the year 2015.

Commissioner Horner nominated Commissioner Wiebe.

There being no further nominations, Mr. Banman declared Commissioner Wiebe as Deputy Chairperson of the District 69 Recreation Commission for 2015.

GRANT SUB-COMMITTEE

MOVED Commissioner Austin, SECONDED Commissioner Grier to nominate Commissioner Wiebe, Commissioner Nosworthy, Commissioner Horner to serve on the D69 Recreation Grants Sub-Committee.

CARRIED

Grant application packages were given to the new committee members and were informed that the review meeting would be February 25th at 2:00pm so that the current grant process could proceed on schedule.

Since the newly elected Chair and Deputy Chair were absent from the meeting, Mr. Banman called for a Commission member to sit a Chair for the remainder of the meeting. Commissioner Nosworthy took the seat and continued the meeting a Chair.

BINDER OVERVIEW

Mr. Banman reviewed the contents of the commission binder given to the new members. He noted it was a reference of history and policies and bylaws that are referred to at times while serving on this Commission.

MINUTES

MOVED Commissioner Horner SECONDED Commissioner Grier that the Minutes of the Regular District 69 Recreation Commission meeting October 16, 2014 be approved.

CARRIED

REPORTS

- Monthly Update – Oceanside Place –October 2014**
- Monthly Update – Oceanside Place –November 2014**
- Monthly Update – Oceanside Place –December 2014**
- Monthly Update – Oceanside Place –January 2015**

Mr. Banman highlighted some points in the reports for Oceanside Place. He noted Winter Wonderland was successful again and our new New Years Eve event, sponsored by Tim Horton's was a free event but tickets 'sold out' for the night. He explained some of the numbers in the tables and graphs throughout the reports to the Commissioner member's questions.

- Monthly Update – Ravensong Aquatic Centre –October 2014**
- Monthly Update – Ravensong Aquatic Centre –November 2014**
- Monthly Update – Ravensong Aquatic Centre –December 2014**
- Monthly Update – Ravensong Aquatic Centre –January 2015**

Mr. Banman highlighted some points in the reports for Ravensong Aquatic Centre. He noted the need for local qualified, committed lifeguards and working with the school district to assist with students acquiring the lifeguarding credentials for graduation credits. This reflected in the report when a shutdown happens due to staff shortage. Commissioner Austin recommended connecting with the ROAMS program at Ballenas and adding the two additional courses required to the program beyond the Bronze Cross/Medallion that the program currently completes with students. Mr. Banman noted that staff have worked with the ROAMS program and will continue to work with them.

Monthly Update – Northern Recreation Program Services – October 2014
Monthly Update – Northern Recreation Program Services – November 2014
Monthly Update – Northern Recreation Program Services – December 2014
Monthly Update – Northern Recreation Program Services – January 2015

Mr. Banman highlighted some points in the reports for North Recreation Program Services. He explained the portfolios for each programmer and what the report represents.

Mr. Banman responded to questions about the budgeting of programs and program costs in relation to the Commission's role in budget input and determining fees and charges of programs and admissions.

Mr. Osborne clarified the role of the District 69 Recreation Commission that it is a RDN advisory committee for Northern Community Recreation Services, District 69 Arena Services (Oceanside Place) and District 69 Aquatic Services (Ravensong Aquatic Centre). The Commission will consider issues and make recommendations to the Regional Board. Staff reports will be provided to both the Commission and the RDN Board.

Monthly Update of Community and Regional Parks and Trails Projects – October 2014
Monthly Update of Community and Regional Parks and Trails Projects – Nov-Dec 2014

Mr. Osborne gave a summary of the Community and Regional Parks and Trails projects for District 69 area.

He highlighted the agreements reached with the School District to use French Creek Community School field, forest and playground area as well as an agreement in Meadowood park area on a surplus site on School District land to manage as a community park and for a community recreation centre site utilizing surplus portables from the School District.

He updated the Commission about establishing safe walking routes around Oceanside Elementary with the Parks department and MOTI.

MOVED Commissioner Grier, SECONDED Commissioner Horner that the Monthly Update reports be received.
CARRIED

NEW BUSINESS

2014 Recreation and Parks Accomplishments

Mr. Banman explained the list of accomplishments and that it can be a tool for the Commission to see what has been done in other areas and could ignite a conversation of ideas for this Commission.

2015 Recreation and Parks Workplan

Mr. Banman summarized the format of the work plans and what it represents and the department's scope. He noted that approximately 70% of items in the work plan for recreation came as direction from the Commission.

Chair Nosworthy asked about the status of the use of the French Creek Community School. Mr. Osborne replied that it was the School District's initiative and would be guided through them. Commissioner Austin replied that the intension is to rent it out to users as a community use facility.

2015 Budget Update

Mr. Osborne described the budget process for approval and that staff will provide a closer level of detail of the budget being considered by the Regional Board at the next meeting.

Mr. Banman explained the sub-committee for Fees and Charges and next year it will be active for review as the bylaw in place is valid until 2016. He mentioned that sub-committee's are possible with any initiatives that the Commission may want to take on.

Mr. Banman handed out the business plans for each service areas. They capture what the benchmarks are, the current performance is, and the goals are for 2015. It shows the capacity of facilities and what the usage is at. It shows the usage and is a gauge to the needs of more facilities or space or more programs.

BCRPA 2015 Symposium

The Commissioners discussed attending the BCPRA Symposium May 6-8th in Victoria. It was decided that Commissioner Horner and Commissioner Grier will attend on behalf of the Commission.

COMMISSIONER ROUNDTABLE

Commissioner Grier said Budget talks are also ongoing at the City of Parksville. He is away the month of March.

Commissioner Horner said that the Town of Qualicum Beach is still working on their strategic plan and public consultation will be next.

Commissioner Austin said the School District is also in budgets right now. Last year was a challenging year and a lot of changes have occurred. Student safety is priority now.

Commissioner Nosworthy said that his was a part of the organization in Area 'F' called ACRA- Arrowsmith Community Recreation Association and they have a contract with the RDN to deliver recreation services. He showed the Commissioners the blue pages that is a quarterly report ACRA produces and will be in your agenda as information as they come out. He mentioned there is also a community calendar listing programs and events. ACRA will be calling for Directors in the next few weeks and Marilyn Sims, a program coordinator, has retired and there will now be three staff to coordinate programs. He noted the agreement with the RDN is a three year agreement and expires in 2016.

ADJOURNMENT

MOVED Commissioner Grier, SECONDED Commissioner Horner that the meeting be adjourned at 3:47 pm.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE NORTHERN COMMUNITY ECONOMIC DEVELOPMENT SELECT COMMITTEE
MEETING HELD ON TUESDAY, FEBRUARY 24, 2015 AT 11:00 AM
AT PARKSVILLE FIRE HALL

Present:

Director J. Stanhope	Chairperson
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Alternate	
Director M. Recalma	Electoral Area H
Director T. Westbroek	Town of Qualicum Beach
Director M. Lefebvre	City of Parksville

Also in Attendance:

Paul Thorkelsson	Chief Administrative Officer
Geoff Garbutt	General Manager, Strategic & Community Development
Chris Midgley	Manager, Energy & Sustainability
Nicole Hewitt	Recording Secretary

CALL TO ORDER

The meeting was called to order at 11:00 a.m. Alternate Director Recalma was welcomed to the meeting.

DELEGATION

Kim Burden, Executive Director of Parksville Chamber of Commerce, re: Oceanside Initiatives Economic Development Strategy.

Mr. Burden provided a verbal update for the Oceanside Initiatives Economic Development Strategy.

MINUTES

MOVED Director Lefebvre, SECONDED Director Rogers, that the minutes of the Northern Community Economic Development Select Committee meeting held on October 16, 2014 be received.

CARRIED

REPORTS

Update on Oceanside Initiatives.

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

CARRIED

NCED Program Overview.

MOVED Director Fell, SECONDED Director Rogers, that the presentation be received for information purposes.

CARRIED

NEW BUSINESS

Presentations to the Northern Community Economic Development.

MOVED Director Westbroek, SECONDED Director Recalma, that applicants may have the opportunity to present proposals during Northern Community Economic Development meetings.

CARRIED

ADJOURNMENT

MOVED Director Westbroek, SECONDED Director Fell, that this meeting be adjourned.

CARRIED

Time: 12:01 pm

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF ELECTORAL AREA 'E' PARKS AND OPEN SPACES ADVISORY
REGULAR COMMITTEE MEETING HELD
WEDNESDAY, FEBRUARY 25, 2015**

(Nanoose Place)

Attendance: Director Bob Rogers - Chair
Peter Law – Secretary
Gordon Wiebe
Diana Young
Scott Rowswell
Vicki Voros
Debbie Mitchell

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

CALL TO ORDER

Director Rogers called the meeting to order at 7:00pm

WELCOME NEW MEMBERS

Three new members and a new chair for Area E POSAC were welcomed. Bob Rogers (Chair) along with Peter Law, Diana Young, Debbie Mitchell.

ELECTION OF SECRETARY

Peter Law volunteered to fill this position.
As no other nominations were received, Director Rogers declared Peter Law Secretary.

DELEGATIONS

MOVED Director Rogers, SECONDED G. Wiebe to receive the late delegation – Randall Zahn.

CARRIED

Randall Zahn – 1359 Madrona Drive.

Mr. Zahn attended this meeting to register his concerns about a portable toilet being proposed for a “road end” on Madrona Drive, to service a growing number of (compressed air) divers who are parking in the area to access shore-diving sites.

Ms. Marshal responded that the “road end” is not an RDN Community Park, but a BC Ministry of Transportation and Infrastructure (MOTI) road end. A Permit to construct an amenity would first have to be authorized by MOTI, and the RDN would be consulted about this. To her knowledge, RDN has not received a referral about this site.

MINUTES

MOVED G. Wiebe, SECONDED S. Rowswell that the Minutes of the Regular Meeting of the Nanoose Bay (Area E) POSAC held October 20, 2014 be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Director Rogers noted that Mr. Kirschner, a current member (2014-2015) of the Area E POSAC, passed away in December 2014, and that a letter expressing condolences has been forwarded to the family (by RDN staff). Diana Young was approached by Director Rogers and has volunteered to replace Mr. Kirschner's for 2015.

REPORTS

Monthly Update of Community Parks and Regional Parks and Trails Projects (Nov. 10, 2014)

Ms. McCulloch reported that a new community park is being donated to the RDN Parks, through the subdivision of property on Oakleaf Drive. This development was approved by RDN many years ago. The park will be located on the shoreline, at the end of Oakleaf Drive. There are several issues that will need to be addressed in the Park's future development, including:

- Shoreline access for kayakers and divers
- Sensitive ecosystems on the site
- Archeological issues

A ten car parking lot is being proposed and will be built by the developer.

D. Young - noted that it would be a good idea to consider linkages to Moorecroft Park.

P. Law - suggested RDN Park staff investigate establishing a water lease adjacent to the park.

District 69 Recreation Commission Report (verbal)

G. Wiebe provided a summary of his role on the District 69 Parks and Recreation Commission. The Commission's role is in oversight of major RDN recreation facilities (Arena and Swimming Pool).

Blueback Community Park – Revised Concept Plan and Cost Estimates

Ms. McCulloch referred members to maps and spreadsheets in our meeting package. There are 2 options provided for park development, along with cost estimates. These are the second "draft" plans from the landscape architect, and represent the following changes from previous versions:

- More gear-up space for divers and kayakers near tidewater
- Some open space in the park for kids/family play activities

Some of the specific amenities added:

- Log benches
- Crushed rock near tidewater to allow for divers/kayakers to gear up near water.
- Paths in the park to be low-maintenance flagstones
- Use of clover as a groundcover
- Porta-potty on site, but hidden
- Native plants along beach at high tide.

The concept plans include:

Option 1- a defined development area where amenities (above bullets) will be provided.

Option 2 – a similar development area as in Option 1, with expanded removal of invasive Blackberry and restoration of a major portion of the park using native plant species.

Discussion by members favoured the development of amenities as proposed; however there was concern over the scope and method of restoring native vegetation in the park.

P. Law – suggested that a Plant Restoration Ecologist be retained to provide an opinion on the proposed park plan, and how best to remove blackberry and restore native plants to this park.

MOVED D. Young, SECONDED S. Rowswell that the Blueback Community Park Development Plan Option 2 be endorsed, with the condition that a Qualified Plant Restoration Ecologist be hired to complete and on-site review and provide comment on how to best restore native vegetation to Blueback Park.

CARRIED

Fairwinds Regional Park Management Plan Update

Ms. Marshall provided an update on the development of this Plan. A draft Plan was submitted to the Fairwinds Parks Committee last month. Amendments to the Plan were requested. The draft Plan will be going to public review in April 2015.

S. Rowswell – asked about whether this Park Plan will be legally binding on future owners of the Fairwinds property. The Phased Development Agreement (PDA) of which parks phasing, land dedication and amenity development is legally binding. The Park Management Plan, which will reference the PDA is a guiding document for the development and use of the regional park lands.

Claudet Community Park – Trail Update

Director Rogers wants to improve the visibility of on-coming traffic at the intersection of Northwest Bay Road and Claudet Road. He stated this can be accomplished by developing a “roadside trail” in Claudet Park. This would allow for management of the trees and vegetation to provide better site-lines for drivers. He is also interested in expanding a trail network in this park, and has requested Parks staff to investigate.

G. Wiebe asked about the RDN-ERWS use of the Claudet Park as an active well field, when the site was purchased (years ago) for a park.

Director Rogers noted that the site is being “tested” as an aquifer storage site for ERWS. Well testing should be completed in the next few months. If the site is deemed as a suitable well site, then the well portion of the park will be sectioned out.

MOVED S. Rowswell, SECONDED D. Young that the reports be received.

CARRIED

NEW BUSINESS

2014 Accomplishments (of RDN Recreation and Parks Services):

P. Law noted in the summary that Roadside Trails are actually being done in other Electoral Areas (secretary’s note: this issue has been an ongoing discussion in Area E POSAC for years.)

Ms. McCulloch commented that roadside trails were being implemented in RDN Electoral Areas where Directors agreed to the use of "Community Works Funds" in planning for the activity. She also said these Areas have had a "Transportation Plan" recently completed, where roadside trails were identified.

2015 Workplan

MOVED D. Young, SECONDED D. Mitchell that due to the length of this inaugural POSAC meeting, that this agenda Item be tabled until the next meeting.

CARRIED

COMMITTEE ROUND TABLE

Discussion on Meeting Structure

Director Rogers asked whether members of this committee would be open to extra meetings, beyond the three (3) organized by RDN Parks staff.

D. Young indicated that extra meetings, especially field trips to parks, would be helpful to her, and make the organized POSAC meetings more productive.

V. Vorros suggested the committee visit Blueback Park in the coming weeks.

Invitation to Directors Interactive Forum – March 3, 2015 7:00pm Nanoose Place.

Director Rogers invited POSAC members to attend, if available.

ADJOURNMENT

MOVED G.Wiebe, SECONDED D. Mitchell that the meeting be adjourned at 9:15 pm.

CARRIED

Chairperson

Blueback Community Park. RDN
ORDER MAGNITUDE COST ESTIMATE

OPTION 2

ITEM	UNIT	QUANTITY	UNIT-COST	TOTALS
MOBILIZATION				
SUBTOTAL, Mobilization				\$5,000.00
SITE PREPARATION				
Rough grade and clearing	sq.m.	1300	3.00	\$3,900.00
Drainage (perf. pipe in drain rock) in swale		40	50.00	\$2,000.00
Fine grading	allow.	1	1,500.00	\$1,500.00
Community water hook-up (cost still to be determined)				
SUBTOTAL, Site Preparation				\$7,400.00
HARD LANDSCAPE - PAVING /SURFACING/IRRIGATION				
Quarry fines - fine crushed gravel trails	sq.m.	92	25.00	\$2,300.00
Quarry fines - coarse crushed gravel trails	sq.m.	145	25.00	\$3,625.00
Flagstone pavers, crushed aggregate base, grass surface	sq.m.	72	75.00	\$5,400.00
Irrigation (cost still to be determined)				
SUB-TOTAL, Hard Landscape				\$11,325.00
SITE FURNISHING				
Split rail fence	l.m.	85	50.00	\$4,250.00
Garbage can	each	0	800.00	\$0.00
Seating - 5 large rocks	each	3	800.00	\$2,400.00
Rock	allow.	1	3,500.00	\$3,500.00
Seating: gear-up area, flat-top logs, 2' width, 18" ht.	each	9	750.00	\$6,750.00
Signs: entrance & regulatory	each	1	3,500.00	\$3,500.00
Signs: interpretive (future option)	each	0	1,000.00	\$0.00
Bathroom (portapotty) w cedar fence surround	each	1	4,000.00	\$4,000.00
SUB-TOTAL, Site Furnishing				\$24,400.00
SOFT LANDSCAPE				
Planting area: growing medium, plants, mulch	cu.m.	760	35.00	\$26,600.00
Hydraulic Seeding: micro-clover w grass	sq.m.	320	10.00	\$3,200.00
SUB-TOTAL, Soft Landscape				\$29,800.00
SUBTOTAL				\$77,925.00
15% Contingency				\$11,688.75
PROBABALE PROJECT IMPLEMENTATION				\$89,613.75
PROBABLE COSTS - 2015 DOLLARS (Note: Accuracy is +/-25%)				
This is an order of magnitude cost estimate based on draft plans, not a quote. Prices for materials and labour will vary according to the market, product selection, and project timing.				
yearly maintenance allowance estimate	allow.	1		\$10,000.00

DISTRICT OF NANAIMO

MINUTES OF THE TRANSIT SELECT COMMITTEE MEETING HELD ON TUESDAY, MARCH 3, 2015 AT 12:00 NOON IN THE RDN COMMITTEE ROOM

Present:

Director T. Westbroek	Chairperson
Director A. McPherson	Electoral Area 'A'
Director M. Young	Electoral Area 'C'
Director B. Rogers	Electoral Area 'E'
Director J. Stanhope	Electoral Area 'G'
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director C. Haime	District of Lantzville
Alternate	
Director S. Powell	City of Parksville

Also in Attendance:

D. Pearce	A/Gen. Mgr., Transportation & Solid Waste Services, RDN
J. Logan	Superintendent, Transit Planning & Scheduling, RDN
D. Marshall	A/Manager, Fleet Operations
M. Moore	Senior Regional Transit Manager, BC Transit
M. Lockley	Senior Transit Planner, BC Transit
G. Foy	Traffic & Transportation Planning Engineer, CON
R. Graves	Recording Secretary, RDN

CALL TO ORDER

The meeting was called to order at 12:00 pm by the Chair and introductions were made.

MINUTES

MOVED Director Stanhope, SECONDED Director Rogers that the minutes of the regular Transit Select Committee meeting held January 22, 2015 be adopted. CARRIED

CORRESPONDENCE

Myrna Moore, BC Transit, re Removal of Service from Route 15A – Vancouver Island University Connector.

Patrick Barbosa, Vancouver Island University Students' Union, re support for continued transit along Jingle Pot Road.

Electoral Area 'C' Petition regarding Route 15A, presented at the February 24, 2015 Board Meeting.

MOVED Director Stanhope, SECONDED Director Young that the above correspondence be received.

CARRIED

REPORTS

Route 15A VIU Connector (Jingle Pot) Service Review.

MOVED Director Young, SECONDED Director Rogers that the Board defer making changes to Conventional Transit service in Electoral Area 'C' and direct staff to set up a public meeting to discuss Conventional and handyDART transit options in the area. CARRIED

Transit Select Committee Terms of Reference - Updated.

D. Pearce reviewed the items that were amended in the Transit Select Committee Terms of Reference (TOR) which included financial performance and membership being updated to comprise of 14 RDN Directors.

MOVED Director Stanhope, SECONDED Director Haime that the amended Transit Select Committee Terms of Reference be adopted. CARRIED

Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Programs.

D. Pearce updated the Committee on the proposed Taxi Saver and Taxi Supplement Programs for Parksville and Qualicum Beach.

There are currently Taxi Saver and Taxi Supplement Programs in the City of Nanaimo and staff are recommending the extension of these programs in Parksville and Qualicum Beach. Eligible handyDART clients would be able to purchase a \$60 package of Taxi Saver coupons for \$30. The coupons come in denominations of \$1, \$2 and \$3 and can be purchased once every three months. The handyDART client uses the coupons to pay the dollar meter rate of the taxi fare.

The taxi supplement provides the handyDART system the ability to dispatch a taxi when a client has booked a trip and, at the last minute, the handyDART bus is unable to do the trip. A taxi would then be dispatched in place of a handyDART bus but at no additional cost to the client.

MOVED Director Rogers, SECONDED Director Powell that the proposed Taxi Saver and Taxi Supplement Programs be implemented. CARRIED

2015-2016 Proposed Transit Service Expansion.

D. Pearce provided a PowerPoint presentation and reviewed the schedules and budget estimates related to the proposed 5,000 hour expansion. The expansion hours will be added to the transit systems in District 68 and District 69.

MOVED Director Powell, SECONDED Director Young that the Board approve the proposed 2015-2016 5,000 hour annual Conventional Transit expansion outlined in this report and amend the expansion to remove any changes to the #11 Lantzville route. CARRIED

Transit Performance Report.

J. Logan reviewed the report and noted that BC Transit and the RDN recently completed a transit performance report, which notes that ridership is progressing toward the *RDN Future Plan* target of 30 riders per service hour. This includes strong weekend as well as weekday ridership.

MOVED Director Rogers, SECONDED Director Stanhope that the Transit Performance Report be received for information. CARRIED

NEW BUSINESS

Director Stanhope expressed concern with operators driving buses among parked cars at Wembley Mall, in Parksville. D. Pearce commented that the RDN is working with the Mall and the City of Parksville to develop a long range plan to relocate the bus stop.

Director Stanhope questioned how the request to having a bus stop at Lee Road for Lasqueti Ferry was progressing.

D. Pearce advised that he has been in contact with the Ministry of Transportation. Ministry personnel have visited the site, spoken with residents and this request is on their list of priorities.

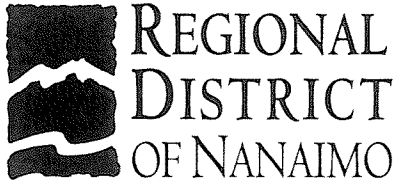
ADJOURNMENT

MOVED Director Rogers that the meeting be adjourned. CARRIED

NEXT MEETING

The next meeting of the Transit Select Committee is set tentatively for May 21, 2015, in the RDN Committee Room.

CHAIRPERSON



RDN REPORT	
CAO APPROVAL <i>AG</i>	
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FEB 26 2015	
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BOARD	

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 23, 2015

FROM: Daniel Pearce
A/General Manager, Transportation and Solid Waste Services

FILE: 8310-01

SUBJECT: Route 15A VIU Connector (Jingle Pot) Service Review

PURPOSE

To complete a review of the Route 15A VIU Connector, which operates along Jingle Pot Road in parts of the City of Nanaimo and Electoral Area 'C'.

BACKGROUND

At the September 30, 2014 Board meeting, the following motion was approved:

That staff be directed to bring a report to the Board on options to remove Conventional Transit from Electoral Area 'C' while retaining Custom Transit.

Route 15A VIU Connector (Jingle Pot) transit route was implemented as part of the March 2013 Conventional Transit expansion at the direction of the Board. This route operates ten (10) trips a day and uses Jingle Pot Road instead of the regular route for Route 15, i.e., along the Nanaimo Parkway (Appendix A). There are a total of 16 stops along Jingle Pot Road, with six of these stops located in Electoral Area 'C' and the remaining stops within the City of Nanaimo.

Ridership on the route has been steady since its implementation. Recent ridership reports, collected over a two week period, indicated approximately 7% of the total rides for Route 15A VIU (northbound VIU to Woodgrove Centre) were attributable to passenger boardings or alightings in the Electoral Area 'C' section of the route.

Staff have received correspondence from the Vancouver Island University (VIU) Students' Union and BC Transit regarding concerns with the removal of Route 15A and subsequent transit service being removed from Jingle Pot Road.

The communication from the VIU Students' Union stated that the RDN Transit System is an important part of a community and that removal of Route 15A would negatively impact the environment and residents along Jingle Pot Road. The Students' Union has also said there are approximately sixty (60) students living in Electoral Area 'C', off Jingle Pot Road.

BC Transit's communication regarding Route 15A stated:

The steady ridership of Route 15A, the continued residential development and the recorded student residential data within proximity to the Jingle Pot Road area, are all good indicators that the service is well received and continued ridership growth could be expected. Conventional transit service along the

entirety of Jingle Pot Road will continue to be an important component of the RDN Transit system. Additionally, under the recommended American Disabilities Act service standards that are applied across BC Transit systems, removing the Area 'C' Jingle Pot Road segment of the 15A Route would also assume the requirement for the removal of any Custom Transit services that are within 1.5km along the deleted route segment. Removal of the Route 15A conventional transit services within the Jingle Pot Road area would negatively impact the residents of Electoral Area 'C', consequently removing valued and important social services.

The Custom Transit system, or handyDART system, provides a door to door service for clients with physical or cognitive disabilities. BC Transit recommends to local transit systems that Custom service areas encompass residences and destinations within a 1.5km distance from the existing fixed route system. The reason behind this is that Custom Transit trips are generally more expensive per trip compared to Conventional Transit trips and Custom riders are able to use the Conventional Transit system for all or parts of their trips. If Route 15A was removed from Jingle Pot Road, BC Transit could request to the RDN that handyDART service in Electoral Area 'C' be removed.

Based on ridership and feedback from BC Transit and the VIU Students' Union, staff have developed three alternatives for the Board.

ALTERNATIVES

1. That the Board direct staff to not remove Route 15A VIU Connector (Jingle Pot) from the Conventional Transit system.
2. That the Board direct staff to not remove Route 15A VIU Connector (Jingle Pot) but to remove all transit stops in Electoral Area 'C'.
3. That the Board direct staff to remove Route 15A VIU Connector (Jingle Pot).

FINANCIAL IMPLICATIONS

The 2015 proposed Southern Transit Tax requisitions for Electoral Area 'C' is \$33,987. Of the proposed tax requisition, \$15,370 is for Conventional Transit and \$18,617 is for Custom Transit.

Under Alternative 1:

There would be no changes to the Electoral Area 'C' tax requisition.

Under Alternative 2:

Route 15A VIU Connector (Jingle Pot) would continue to operate on Jingle Pot Road but all transit stops in Electoral Area 'C' would be removed, resulting in no transit passenger pick-ups or drop-offs in Electoral Area 'C', just in areas within the City of Nanaimo.

The Electoral Area 'C' Southern Transit Tax requisition for Conventional Transit service would not be changed in 2015 because there is a one year time lag due to the requisition being calculated on the prior year's actual number of service hours/kms. The tax requisition would be reduced in 2016 to approximately \$8,000, due to the service being operated for six (6) months of 2015, but would be completely removed in 2017.

Under these alternatives, Route 15A service hours would be reallocated to the regular Route 15, which travels along the Nanaimo Parkway within the City of Nanaimo. This would result in the Electoral Area 'C' Conventional Transit tax requisition being transferred to the City of Nanaimo.

Under Alternative 3:

Route 15A Conventional Transit service would be eliminated. This would result in the Southern Transit Tax requisition for Conventional Transit service not being changed in 2015 because there is a one year time lag due to the requisition being calculated on the prior year's actual number of service hours/kms. The tax requisition would be reduced in 2016 to approximately \$8,000, due to the service being operated for six (6) months of 2015 but would be completely removed in 2017.

Under these alternatives, the Route 15A service hours would be reallocated to the regular Route 15, which travels along the Nanaimo Parkway within the City of Nanaimo. This would result in the Electoral Area 'C' Conventional Transit tax requisition being transferred to the City of Nanaimo.

STRATEGIC PLAN IMPLICATIONS

The Board Vision expresses a desire to build a future where the air is clean and safe to breathe. Transit service throughout the RDN allows residents the option to leave their personal vehicles at home, helping to reduce emissions and particulate matter. Further, a transit service that operates in areas throughout the region allows a greater number of residents to access the transit service and further helps the local economy and helps reduce environmental emissions.

SUMMARY / CONCLUSIONS

At the direction of the Board, staff are bringing forward a report on options to remove Conventional Transit from Electoral Area 'C'.

The only Conventional Transit route that operates in Electoral Area 'C' is Route 15A VIU Connector (Jingle Pot), which was implemented as part of the March 2013 Conventional Transit expansion. The route operates ten (10) trips a day and uses Jingle Pot Road instead of the regular route for Route 15, i.e., along the Nanaimo Parkway (*Appendix A*). There are a total of 16 stops along Jingle Pot Road, with six of these stops located in Electoral Area 'C' and the remaining stops within the City of Nanaimo.

Staff have completed multiple ridership counts on Route 15A since March 2013 and ridership has been steadily increasing, with the most recent two week ridership count indicating that approximately 7% of the total rides for the 15A VIU (northbound VIU to Woodgrove Centre) were attributable to passenger boardings or alightings in the Electoral Area 'C' section of the route.

Staff have received correspondence from the Vancouver Island University Students' Union and BC Transit regarding Route 15A, requesting that the route not be removed.

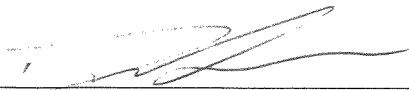
BC Transit recommends to local transit systems that Custom service areas encompass residences and destinations within a 1.5km distance from the existing fixed route system. If Route 15A was removed from Jingle Pot Road, BC Transit could request to the RDN that handyDART service in Electoral Area 'C' be removed.

Additionally, if Route 15A was removed, the service hours would be reallocated to the regular Route 15, which travels along the Nanaimo Parkway within the City of Nanaimo. This would result in the Electoral Area 'C' Conventional Transit tax requisition being transferred to the City of Nanaimo.


Based on ridership and the communications from the VIU Students' Union and BC Transit, staff are recommending that Route 15A not be removed.

RECOMMENDATION

That the Board direct staff to not remove Route 15A VIU Connector (Jingle Pot) from the Conventional Transit system.



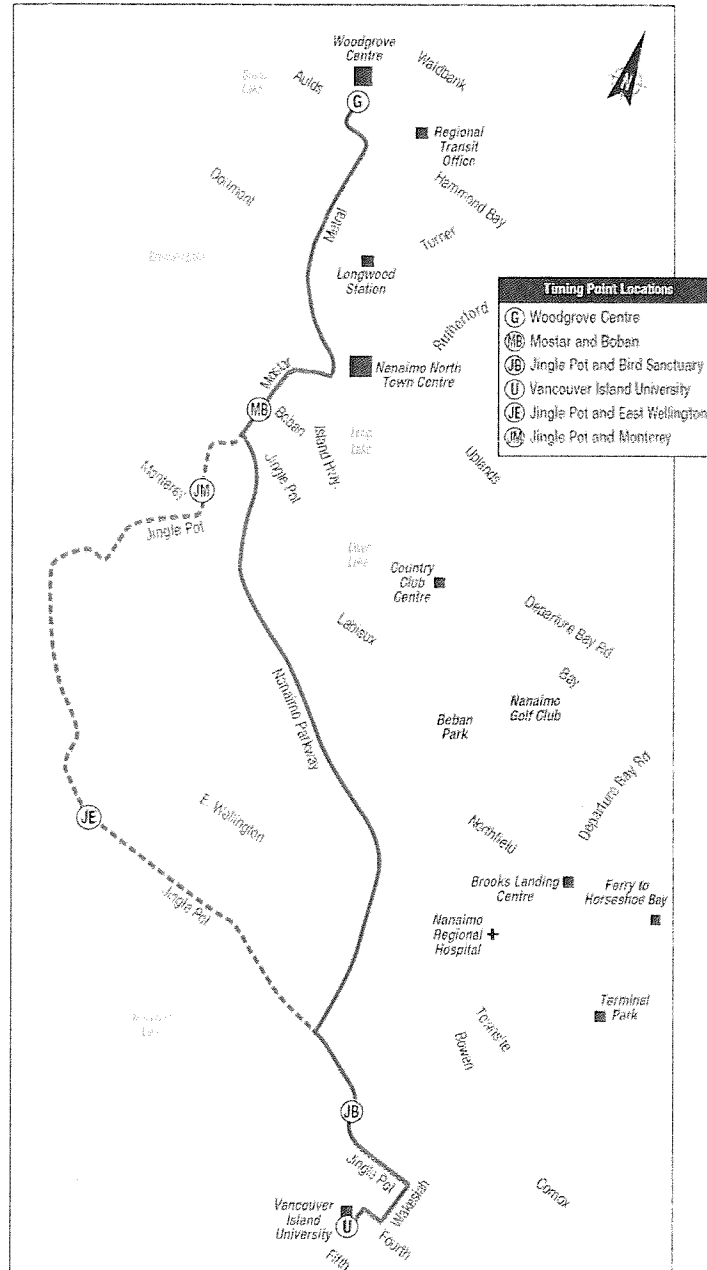
Report Writer



ACAO Concurrence

APPENDIX A

15 VIU Connector



REGIONAL DISTRICT OF NANAIMO

TRANSIT SELECT COMMITTEE TERMS OF REFERENCE

February 2015

PURPOSE:

The Transit Select Committee is a committee of the Regional District of Nanaimo (RDN) Board that provides advice and recommendations to the Board regarding Nanaimo Regional Transit service. This includes items related to transit planning, financial performance and overall service delivery within the Region.

The Transit Select Committee was established as a result of the 2003 Nanaimo Regional Transit Business Plan (TBP). The TBP was established as a guide for transit service planning and delivery within the RDN. The TBP was subsequently updated in 2008 and again in 2014. The TBP was also retitled in 2014 to the *RDN Transit Future Plan*, the primary goals of which are to:

- connect the Region's urban and rural communities with their downtowns and neighbourhood centres with transit routes and schedules that are frequent, direct, safe and convenient;
- support sustainable land use patterns and mobility networks that encourage a reduced automobile dependency and provide access to services and employment;
- reduce the Region's impact on the environment by providing RDN residents a transportation choice that will lower their GHG emissions and energy consumption; and,
- operate in a fiscally responsible manner by providing efficient cost effective services.

MEMBERSHIP:

- The Committee is comprised of 14 RDN Directors, including four Directors from the City of Nanaimo and one Director from each of the other participating Municipalities and Electoral Areas.
- The Committee Chairperson is appointed annually by the RDN Board Chairperson.

MEETINGS:

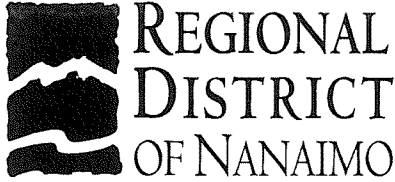
- The Committee meets approximately every other month.
- A quorum of seven Committee members is required to conduct Committee business.
- The General Manager of Transportation and Solid Waste Services is responsible for assigning staff to support the Committee, including the coordination of agendas, minutes and staff contacts for Committee members.

COMMITTEE ROLES AND RESPONSIBILITIES

The mandate of the Transit Select Committee is to identify problems, issues and opportunities that will allow for the system to effectively respond to market and community needs.

The responsibilities of the Committee are to:

- make recommendations to the RDN Board of Directors;
- pursue matters referred to the Committee by the RDN Board and report back to the Board expeditiously; and,
- be responsible for financial performance, development of the transit system within the region, fleet and facility requirements.



RDN REPORT		
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BOARD		

MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 13, 2015

FROM: Daniel Pearce
A/General Manager, Transportation & Solid Waste Services

FILE: 8600-01

SUBJECT: Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Program

PURPOSE

To present a report on the Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Programs.

BACKGROUND

At the May 27, 2014 Board meeting the following motion was approved:

That the Board direct staff to complete a cost analysis to implement a Taxi Saver and Taxi Supplement Program in Parksville and Qualicum Beach.

The current Regional District of Nanaimo (RDN) Taxi Saver Program provides registered handyDART customers with Taxi Saver coupons, which allow greater convenience for spontaneous travel when handyDART is unable to accommodate their travel needs. Currently, only the City of Nanaimo participates in the programs.

Program Overview

Taxi Saver provides a 50% subsidy towards the cost of taxi rides. Eligible handyDART clients can purchase a \$60 sheet of Taxi Saver coupons for \$30. The coupons come in denominations of \$1, \$2 and \$3 and can be purchased every three months. Following that, a sheet can be purchased every three months providing the client has used the handyDART system at least once in that 90 day period. The handyDART client uses the coupons to pay the dollar meter rate of taxi fare. For example, if a taxi fare is \$5.80, the passenger pays \$5.00 in coupons and 80 cents in change.

Taxi Supplement provides the handyDART system with the ability to dispatch a taxi when a client has booked a trip and, due to issues on the road, i.e., breakdowns or scheduling conflicts, the handyDART bus is unable to do the trip. A taxi would then be dispatched in place of a handyDART bus at no additional cost to the client. The client would pay only the handyDART fare (\$3.50 or \$3.25 depending on the tickets they purchased), not a taxi fare.

Eligibility

BC Transit provides cost-sharing for these programs with the RDN. The Taxi Saver and Taxi Supplement costs are cost-shared with BC Transit at a current rate of 66.69% and 33.31% RDN. BC Transit has policies to determine who is eligible for the Taxi Saver Program; these are part of the Annual Operating

Agreement. Eligibility is based on the person being a handyDART client. In order to retain their eligibility, customers must use the handyDART service at least once in the ninety (90) days prior to purchasing Taxi Saver coupons.

Staff have worked with BC Transit and have been able to reallocate handyDART hours towards establishing the Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Programs without having to add money to the proposed 2015 handyDART budget. The relocation of hours will not have a negative impact on current handyDART service levels.

ALTERNATIVES

1. That the Board direct staff to implement Taxi Saver and Taxi Supplement Programs in Parksville and Qualicum Beach.
2. That the Board provide alternative direction to staff.

FINANCIAL IMPLICATIONS

The proposed Parksville and Qualicum Beach Taxi Saver and Taxi Supplement Programs will have a \$20,000 per year Taxi Saver budget and a \$20,000 per year Taxi Supplement budget. The existing program in the City of Nanaimo has the same budget amounts.

No additional funds will be needed in the 2015 proposed budget to establish these programs. Staff have been able to reallocate current BC Transit funding toward the establishment of these programs.

STRATEGIC PLAN IMPLICATIONS

The Board Vision expresses a desire to build a future where the air is clean and safe to breathe. Transit service throughout the RDN allows residents the option to leave their personal vehicles at home, helping to reduce emissions and particulate matter. Further, an enhanced transit service allows a greater number of residents to access the transit service, helping improve the social wellbeing of the community.

SUMMARY / CONCLUSIONS

At the direction of the Board, staff is proposing Taxi Saver and Taxi Supplement Programs for Parksville and Qualicum Beach.

There are currently Taxi Saver and Taxi Supplement Programs in the City of Nanaimo and staff are recommending the extension of these programs in Parksville and Qualicum Beach. Eligible handyDART clients would be able to purchase a \$60 package of Taxi Saver coupons for \$30. The coupons come in denominations of \$1, \$2 and \$3 and can be purchased once every three months. The handyDART client uses the coupons to pay the dollar meter rate of taxi fare.

The Taxi Supplement provides the handyDART system the ability to dispatch a taxi when a client has booked a trip and, at the last minute, the handyDART bus is unable to do the trip. A taxi would then be dispatched in place of a handyDART bus at no additional cost on the client.


BC Transit cost-shares at a rate of 66.69% towards the handyDART service, including the Taxi Saver and Taxi Supplement Programs. Staff have been able to reallocate handyDART funds in the 2015 budget and current BC Transit funding towards establishing these programs.

RECOMMENDATION

That the Board direct staff to implement Taxi Saver and Taxi Supplement Programs in Parksville and Qualicum Beach.



Report Writer


CAO Concurrence



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MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 24, 2015

FROM: Daniel Pearce
A/General Manager, Transportation & Solid Waste Services

FILE: 2240-01

SUBJECT: 2015/2016 Proposed Transit Service Expansion

PURPOSE

To discuss the financial implications of proposed service expansion for the Conventional Transit system.

BACKGROUND

BC Transit is proposing a 5,000 hour annual RDN Conventional Transit expansion over 2015/2016. The proposed new hours would result in improved service in District 68 and District 69. The expansion is planned to be implemented in September 2015, resulting in the expansion hours being pro-rated to 2,000 hours in 2015 (1,900 hours in Nanaimo and 100 hours in Parksville). Service changes reflect the 2014 *RDN Transit Future Plan* and would include:

Parksville

- Route Improvement – Route 88 Parksville - Operate as an independent route with a community bus.
 - ♦ Change would simplify trip planning.
 - ♦ Route 88 will still meet Route 90 for transfer passengers but will be more convenient for Parksville residents to travel within Parksville.

Nanaimo

- New Route – Route 40 Express (Frequent Transit Line) - connecting Woodgrove, Nanaimo North Town Centre, Country Club, Vancouver International University and Downtown.
 - ♦ A combination of the former Route 1 from Woodgrove Centre to Country Club, continues from Country Club on the former Route 4 Express route to VIU and then continues to Downtown.
 - ♦ 10 - 15 minute peak service. Half hour evening service.
 - ♦ Bus will travel to downtown waterfront before travelling to Prideaux Exchange.
- Route Improvement – Route 25 Ferry Shuttle - This route will service downtown (Prideaux transit exchange to Departure Bay ferry terminal Thursday to Monday.
 - ♦ Route 25 Ferry Shuttle - direct service from Prideaux transit exchange to the Departure Bay ferry terminal.
 - ♦ Will provide half hour service from 12:00 noon until 7:00 p.m., operating on the days that the ferries are the busiest, Thursday to Monday.
 - ♦ Portion of route operating to Country Club would be discontinued.

- Route Improvement – Route 11 Lantzville – Nanaimo North Town Centre (formerly Route 10 Lantzville) will now offer service to Rutherford Road and Nanaimo North Town Centre.
 - ♦ Frequency remains the same but provides direct service to Rutherford Road and Nanaimo North Town Centre as well as Woodgrove Centre for Lantzville residents.
- Rebranded – Route 20 Hammond Bay (formerly Route 2).
 - ♦ Service levels remain the same.
- Rebranded – Route 30 NRGH (formerly Route 3 Hospital).
 - ♦ Now includes service to Rosstown – Pheasant Terrace area previously covered on Route 4 VIU. There is a minor reduction in service levels on p.m. peak times.
- Rebranded – Route 50 North and Route 50 South (formerly Route 8 South & Route 9 North).
 - ♦ Service levels remain the same. Does not service BC Ferries on weekends due to the improved Route 25 Ferry Shuttle coverage.
- Route Change – Route 1- now operates only between Country Club and Prideaux exchange as the northern portion of this route is now incorporated into the Route 40 Express.
- Route Elimination – Route 12 – Dover Connector has been eliminated due to extremely low ridership. The Route 11 - Lantzville – Nanaimo North Town Centre will service the Hammond Bay, Rutherford and Uplands portion of this route.
- Route Elimination – Route 93 Mountain View – discontinued due to extremely low ridership.

As part of the *RDN Future Plan* public consultation, staff received comments regarding the transit system route names and numbers. Based on that feedback, staff have developed a new numbering system to make it easier for new riders to learn the RDN Transit system.

Starting in September 2015, all routes that operate between the two main exchanges, Woodgrove exchange and Prideaux exchange, will have double digit numbers ending in zero (0). These two main exchanges are the transfer points for all the local and inter-regional routes. By taking one of these routes (based on direction of travel) you would arrive at the transferring exchanges. This would include Route 20 (formerly Route 2), Route 30 (formerly Route 3), Route 40 (proposed Frequent Transit Line), and Route 50 (formerly Route 8 South and Route 9 North).

In addition, this would assist transit drivers and the transit information line receptionist when providing directions to those requiring connections at the Prideaux exchange for various local routes, at the Woodgrove exchange for local routes and the inter-regional northern routes.

Citizen Survey

In early 2014, the Regional District of Nanaimo engaged Ipsos Reid to complete a community telephone survey. The survey results are a key component of the Operational and Efficiency Review we are conducting to examine transit operations and define any deficiencies.

Citizens were asked a series of questions related to their satisfaction of services provided by the RDN and, in total, 59% of residents want to see public transit expanded. Additionally 44% of the residents said they are willing to pay more, either by increased user fees or increased taxes, so that services can be expanded.

ALTERNATIVES

1. That the Board approve the proposed 5,000 hour annual Conventional Transit expansion outlined in this report and direct staff to advise BC Transit accordingly.
2. That the Board not approve the proposed 5,000 hour annual Conventional Transit expansion outlined in this report and provide direction to staff.

FINANCIAL IMPLICATIONS

The expansion is scheduled to be implemented in September 2015, resulting in 2,000 annual hours in 2015 and the balance of 3000 annual hours in 2016.

The impact of a 2,000 hour service increase in 2015 is approximately \$269,000 gross in Nanaimo and \$9,000 gross in Parksville. The major cost changes include three additional buses, 2.5 full time employees, servicing wages, fuel, vehicle repairs and maintenance. For 2015, under the cost-sharing formula for Conventional Transit (BC Transit, 46.69%), BC Transit will contribute approximately \$92,000 with the remaining \$154,000 net funded through property taxes and \$32,000 in additional fares.

The impact of the full 5,000 hour annualized service expansion in 2016 would be approximately \$667,000 gross in Nanaimo and \$28,000 gross in Parksville. Under the cost-sharing formula for Conventional Transit (BC Transit, 46.69%), BC Transit will contribute approximately \$231,000 with the remaining \$383,000 funded through property taxes and \$81,000 in additional fares.

The 5,000 hour annualized Conventional Transit expansion is included in the proposed 2015 budget and five year financial plan.

STRATEGIC PLAN IMPLICATIONS

The Board Vision expresses a desire to build a future where the air is clean and safe to breathe. Transit service throughout the RDN allows residents the option to leave their personal vehicles at home, helping to reduce emissions and particulate matter. Further, an enhanced transit service allows a greater number of residents to access the transit service and further reduce environmental emissions.

In terms of strategic priorities, expanded transit service throughout the region promotes economic viability and regional collaboration. Expansion of transit service allows a greater number of residents to access the transit service, which in turn allows them to access economic opportunities throughout the RDN. Regarding Regional Collaboration, the RDN Transit service links communities within the RDN and also has the possibilities of linking communities outside the RDN to communities inside the RDN, which would allow residents greater access to the surrounding areas.

SUMMARY / CONCLUSIONS

Staff have developed schedules and budget estimates related to the proposed 2015/2016 5,000 hour annual service expansion. This service expansion is based on the 2014 *RDN Transit Future Plan* and would include 2,000 prorated service hours, starting in September 2015. The expansion hours will be added to the transit systems in District 68 and District 69. Incorporating the full 5,000 hour annual service expansion will result in an increase in operating cost of approximately \$383,000.

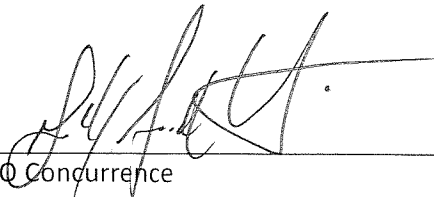
In the 2014 Ipsos Reid community telephone survey, a total of 59% of residents wanted to see public transit expanded. Staff consider the schedule changes resulting from this expansion to be critical to attracting new riders and consequently recommend that the expansions be approved as presented.

RECOMMENDATION

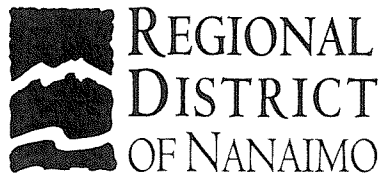
That the Board approve the proposed 2015/2016 5,000 hour annual Conventional Transit expansion outlined in this report and direct staff to advise BC Transit accordingly.



Report Writer



ATCO Concurrence



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MEMORANDUM

TO: Daniel Pearce
A/General Manager, Transportation & Solid Waste Services

DATE: February 16, 2015

FROM: Jamie Logan
Superintendent, Transit Planning & Scheduling

FILE: 0640-20-CONV

SUBJECT: Transit Performance Report

PURPOSE

The purpose of this report is to provide information to the Board on ridership performance for the Regional District of Nanaimo (RDN) Conventional Transit System.

BACKGROUND

BC Transit and the RDN recently completed a transit performance report (*Appendix 1*). This report notes that ridership is progressing comfortably toward the *RDN Future Plan* target of 30 rides per service hour. This includes strong weekend ridership, which is relatively comparable to weekday service hours and ridership averages. It also demonstrates that the system is being operated prudently and that service is tailored to best suit the demand levels.

The table below provides the fiscal year analysis of the transit system against the RDN Future Plan 25-year system level performance targets. The teachers' strike that occurred in 2014 resulted in loss of ridership; however, data shows that ridership and cost recovery remain strong and are aligned with the expected 2014/15 Annual Operating Agreement (AOA) estimate.

MEASURE	25 YEAR PERFORMANCE TARGETS	2012/2013 ACTUALS	2013/2014 ACTUALS	2014/2015 *YEAR-TO-DATE TOTALS	2014/2015 FORECAST	2014/15 AOA BUDGETED
Rides per service hour	30	24	24	21	24	24
Cost per ride	\$4.60	\$3.86	\$3.93	\$4.42	\$4.21	\$4.22
Cost recovery	25%	39%	39%	38%	36%	36%
Rides per capita	34	27	28	N/A	28	28

**Year To Date covers six months system data from April 2014 to September 2014*

In addition, at the February 24th RDN Board meeting, the following motion was approved:

That staff provide a report outlining costs per bus per service hour, and figures regarding cost recovery.

Included in the 2014/2015 AOA, the RDN's forecasted riders per service hour is 24 and the cost per ride is \$4.21. This creates an estimated cost per bus/service hour of \$101.04. Additionally, the RDN's 2014/2015 forecasted cost recovery is 36%.

Going forward, the annual performance measures relating to rides per service hour, cost per ride, cost recovery and rides per capita, as used in the *RDN Transit Future Plan*, will be used to accurately benchmark our results.

ALTERNATIVES

1. That the Board receive this report for information.
2. That the Board not receive this report.

FINANCIAL IMPLICATIONS

There are no financial implications with respect to this report. Costs for producing annual performance reports are included in the Annual Operating Agreement.

STRATEGIC IMPLICATIONS

The Transportation Services Department is working continuously on improving the viability and efficiency of public transit. Providing additional transit hours gives residents within the Regional District of Nanaimo improved transit options, making it easier for them to leave their cars at home.

CONCLUSIONS / SUMMARY

BC Transit and the RDN recently completed a transit performance data analysis. The RDN Conventional Transit System was expanded in March 2013, by 5,000 hours. Both ridership and cost recovery remain strong for weekday and weekend service. Staff are confident that the 2014/2015 budget targets are on track and that transit will continue with steady growth toward the *RDN Future Plan* 25-year performance targets.

RECOMMENDATION

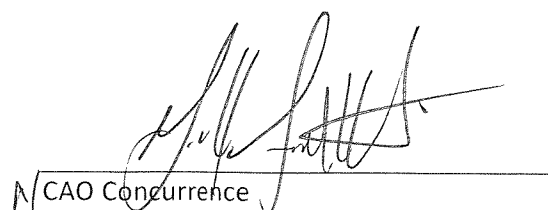
That the Board receive this report for information purposes.



Report Writer



A/General Manager Concurrence



CAO Concurrence

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'H' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING
FRIDAY, MARCH 06, 2015
10:00 AM
(Lighthouse Community Centre, Qualicum Bay)

ATTENDANCE: Bill Veenhof, Chair, Director, RDN Board
David Wiwchar
Valerie Weismiller
Nancy Robertson

STAFF: Wendy Marshall, Manager of Park Services
Elaine McCulloch, Parks Planner

REGRETS: Dagmar Sedel
Barry Ellis

CALL TO ORDER

Chair Veenhof called the meeting to order at 10:00am.

ELECTION OF SECRETARY

No secretary was elected. This item needs to appear on the next meeting's agenda when more committee members are present. E. McCulloch will take the minutes for this meeting.

MINUTES

MOVED D. Wiwchar, SECONDED V. Weismiller that the minutes of the regular Electoral Area 'H' Parks and Open Space Advisory Committee meeting held October 15th, 2014 be approved.

CARRIED

REPORTS

Monthly Update Regional and Community Parks and Trail Projects – October 2014

Monthly Update Regional and Community Parks and Trail Projects – November – December 2014

Ms. McCulloch gave a summary of the Regional and Community Parks and Trail Projects reports.

Shoreline Drive Ramp / Stair Repair

W. Marshall provided a verbal report on the state of the storm damaged ramp at the Shoreline Drive water access site. The ramp was washed out from water running off the road upslope from the ramp, not from wave action at the toe. A culvert was blocked forcing the water to run down the road. Parks staff are looking into the possibility of getting funding for the repair through the Provincial Emergency Program (PEP). Replacement will cost approximately \$3,500. Funds to cover the repair have been included in the 2015 budget should they be required. The committee expressed a preference for the damaged ramp to be replaced with box steps. Parks staff were requested to contact MoTI to investigate the possibility of replacing the culvert.

MOVED V. Weismiller, SECONDED N. Robertson that the reports be received.

CARRIED

NEW BUSINESS

2014 Accomplishments

E. McCulloch explained that this document was primarily for the Committee's information and offered to answer any questions. B. Veenhof commented that the RDN's Bear and Cougar Awareness communication needs to include information about wolves as well as this is becoming a problem in the Bowser area.

2015 Workplan

E. McCulloch explained that this document was primarily for the Committee's information and offered to answer any questions. No questions were asked.

5 Year Planning Review 2015-2019

E. McCulloch reviewed the 5 Year Planning Review 2015-2019 document with the Committee.

Oakdowne Community Park Update

W. Marshall provided a verbal update on the status of the Park and trails. The Park property is leased from the Crown however the RDN manages the trails outside of the park through a Licence of Use from the Crown. The Committee was asked if they would like staff to investigate the possibility of the RDN requesting a Licence of Occupation for all the Crown parcels surrounding the park where the trail currently goes through. W. Marshall cautioned that ATVs do currently use the Crown Lands in the area which is legal however ATV use in RDN parks is prohibited as per Bylaw No. 1399.

The Committee requested that staff look into the possibility of leasing the crown lands through which the existing trail goes through and managing them as community park. B. Veenhof suggested that the RDN look into allowing ATV's in some portion of the park. Staff was requested to see if the existing trails are shown on the RDN public website.

DIRECTOR'S UPDATE

B. Veenhof provided the following updates;

Bowser Trail-Bashers

Volunteers have been trained the use the GPS and have provided the info to the RDN. Sheena will connect with the RDN to develop the maps. The Hall will host the maps on their website. B. Veenhof will be investigating the different possibilities for using the maps to boost tourism in the area. He hopes to have a map product for this summer.

Bowser Elementary Roadside Trail

The Bowser Elementary School PAC has approached B. Veenhof with their concern about kids walking down Faye Rd to the school as well as the safety of the parking situation at the school. He is investigating the potential of creating a roadside trail and will likely bring this item forward at a future Committee meeting.

Public Information Session

B.Veenhof would like to host a public information session to ask the community what park and or trail projects they would like to see undertaken in their area. It was felt that a good time to get people's ideas would be at the Mother's Day Pancake Breakfast put on by the Lions at the Lighthouse Community Center. The Committee will be responsible for the event advertising and the summary of feedback that is gathered at the event.

The Committee directed Staff to prepare open house material and attend an open house to be held at the Mother's Day Pancake Breakfast on Sunday May 10th, 2015.

COMMITTEE ROUND TABLE

V. Weismiller passed on that the GPS'ing volunteers were very happy and that a horse had been along the Lighthouse Country Trail and had damaged the bridges.

D. Wiwchar noted that he would like to see parking provided at the Deep Bay trail entrance. A map needs to be provided. It would be great if this trail could be extended and linked to the Deep Bay Marine Center.

ADJOURNMENT

MOVED D. Wiwchar that the meeting be adjourned at 11:25 am.

CARRIED

Chair

**REGIONAL DISTRICT OF NANAIMO
MINUTES OF THE ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, MARCH 9, 2015
7:00 PM
(Oceanside Place, Multipurpose Room)**

Attendance: Joe Stanhope, Director, RDN Chair
Brian Coath
Michael Foster
Ted Malyk
Elaine Peterson

Regrets: Rick Horte
Anne Douglas

Staff: Wendy Marshall, Manager of Parks Services
Elaine McCulloch, Parks Planner

CALL TO ORDER

Chair Stanhope called the meeting to order at 7:00 p.m.

ELECTION OF SECRETARY

E. Peterson agreed to take on the position of Secretary for a one year term.

DELEGATIONS

Cori Pettigrew -Oceanside Elementary School Playground [OESP]

C. Pettigrew was introduced and circulated the 5 Year Plan for the project. She reviewed the Phase 1: Outdoor Classroom Concept Plan and budget requirement for 2015. School District 69 is in support of the project and the OESP is working with SD69 staff for site planning and installation of equipment. The total budget [conservative estimate] for the project is \$100,000; to date the group has received \$20,000 from the Parent Advisory Committee. Other potential funding sources were included in the concept plan provided. Ms. Pettigrew requested a contribution of \$10,000 per year for a 3 year period, totalling \$30,000, towards the playground project. Ms. Pettigrew left the meeting.

MINUTES

MOVED M. Foster, SECONDED B. Coath to adopt the Notes of the Regular Electoral Area 'G' Parks and Open Space Advisory Committee meeting held November 12, 2014.

CARRIED

MOVED M. Foster, SECONDED B. Coath to adopt the Minutes of the Regular Electoral Area 'G' Parks and Open Space Advisory Committee meeting held March 10, 2014.

CARRIED

BUSINESS ARISING FROM THE MINUTES

None.

COMMUNICATIONS/CORRESPONDENCE

MOVED B. Coath, SECONDED M. Foster that the following communications/correspondence be received:

D. Martin, Area G Resident, to E. McCulloch, RDN, RE: Dashwood Community Garden

J. Stanhope, RDN Board to R. Stone, Minister of Tran. & Infrast., RE: Wembley Road Pedestrian and Cycling Infrastructure Improvements

T. Stone, Minister of Transp. & Infrast. To J. Stanhope, RDN Board, RE Wembley Road

CARRIED

UNFINISHED BUSINESS

Referred to other Agenda items.

REPORTS

Monthly Update Regional and Community Parks and Trail Projects Nov. – Dec. 2014

Monthly Update Regional and Community Parks and Trail Projects - Jan – Feb. 2015

Ms. McCulloch gave a summary of the monthly reports.

E & N Regional Trail Update

M. Foster questioned again the suggestion for the 4 m width on the trail for equestrian use. W. Marshall reported that she would follow up with the equestrian group but advised that the increased width would also increase the cost.

Earthbank Rezoning Application (Parks Function Report, January 23, 2015)

T. Malyk questioned the results of the meeting regarding the Earthbank Subdivision proposal. The Chair replied that trail is through Crown Land and the responsibility of the Ministry of Trans. & Infra, though staff was working with them to secure trail connections as per the Regional District responsibility.

Wembley Rd. & Area Roadside Trails

The Chair reported that staff are working with the Ministry of Trans. & Infra. for planning and costing on the options for walkways and trail access to Oceanside Elementary School but the staff time and resources was limited. The Chair further clarified that roadways, sidewalks and ditches are the responsibility of the Ministry.

Staff reviewed the *Draft French Creek Trails- Proposed Walk to School Routes Maps* with committee members.

Dashwood Hall Discussion (verbal)

Representatives from the Dashwood Community Hall reported that those in attendance were comprised of three community groups: Dashwood Recreation Commission, Centre Road & Area Neighbours and Emergency Preparedness. Points presented included:

- Community support through the various stakeholders from the community regarding the future upgrades, operation and maintenance of the Hall;

- The Hall and associated property/ park are the responsibility of the Nanaimo Regional District therefore requires their approvals for any work;
- The Hall is the only building available to Dashwood Emergency Preparedness group as an Emergency Centre.
- Requests for input from community via e-mails (approx. 100) received only 1 negative response.

The group requested that a formal meeting be held with Regional District representatives and involvement in the planning process to up-grade and review potential funding for the Hall. W. Marshall reviewed the information/report provided at the November 12, 2014 Meeting relating to the project and advised that she had spoke to a representative of the Dashwood Community Hall. She advised that there was an engineering study completed for the up-grade of the Hall, which would be provided to the group. She reported that any up-grades would have to be completed by the Regional District with the properly certified trades personnel and contractors.

Funding for the project had been suggested through the Electoral Are 'G' Community Works Fund; total budget for the project is proposed at \$150,000. Regional District staff will meet with the delegation and/or their representatives to review the next steps in the process.

MOVED M. Foster, SECONDED B. Coath that the Reports of the March 9, 2014 meeting be received.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Oceanside Elementary School Playground Funding Request

MOVED M. Foster , SECONDED T. Malyk, that \$10,000 for 2015 be approved for the Oceanside Elementary School Playground, Phase I, funded by Electoral Area G Community Parks Reserves.

CARRIED

MOVED M. Foster , SECONDED T. Malyk, that \$10,000 be allocated in 2016 and 2017 Electoral Area G Community Parks Operations Budget for the Oceanside Elementary School Playground project.

CARRIED

NEW BUSINESS

2014 Accomplishments

E. McCulloch explained that this document was primarily for the Committee's information and offered to answer any questions. No questions were asked.

2015 Workplan

E. McCulloch explained that this document was primarily for the Committee's information and offered to answer any questions. No questions were asked.

5 Year Planning Review 2015 – 2019

Columbia Beach Community Park: well capping

Site has been surveyed for open wells and determined that only two wells are within the community park. Plans will proceed to cap these wells as a matter of due diligence – budget estimate will be revised and up-dated.

Rivers Edge CP: Parks and Trail Plan: playground design

Designated parks area is at approximately 30%, well above the required 5%. No development plan in place at this time. A design proposal and estimated costs will be up-date.

Budget

Staff to provide a complete budget outline at the next meeting (June 8, 2015) for Committee members.

COMMITTEE ROUND TABLE

No discussion.

ADJOURNMENT

MOVED M. Foster that the meeting be adjourned at 8:23 pm

Chairperson



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MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: February 25, 2015

FROM: Wendy Idema/Darren Marshall
Director of Finance/A/Manager Fleet Operations

FILE:

SUBJECT: Award of Proposal for Two Single-Axle, 4-Door Fire/Rescue Engines for Nanoose Bay and Coombs-Hilliers Volunteer Fire Departments

PURPOSE:

To report on the results of a Request for Proposal for the supply of two single-axle, 4-door fire/rescue engines for the Nanoose Bay and Coombs-Hilliers Volunteer Fire Departments.

BACKGROUND:

In late 2014, the Nanoose Bay and Coombs-Hilliers Volunteer Fire Departments released a Request for Proposal for the supply of two single-axle, 4-door fire/rescue engines to replace an existing vehicle. The primary purpose of the vehicle is to be first responders and to attend in the event of structural and brush fires. Prior to completing the specifications, the Departments investigated similar vehicles for budget pricing and established a budget of \$450,000 to \$550,000, depending on the fluctuating Canadian dollar. Because of the specialized requirements needed to carry both medical supplies and firefighting equipment, the key prerequisites were vehicles that were size specific and had customized cabinetry to hold both types of equipment.

Four vendors responded as follows – prices are inclusive of all taxes:

Proponent	Price
Hub Fire Engines – Nanoose Bay	\$587,154
Hub Fire Engines - Coombs-Hilliers	\$496,463
First Truck Center - Fort Garry Fire Truck - Nanoose	\$614,843
First Truck Center - Fort Garry Fire Truck - Coombs-Hilliers	\$546,586
Rocky Mountain Phoenix - Nanoose	\$632,312
Rocky Mountain Phoenix - Coombs-Hilliers	\$561,312
Rocky Mountain Phoenix - Coombs-Hilliers (Alternate Bid)	\$572,923
Smeal Fire Apparatus Co. - Nanoose	\$656,880
Smeal Fire Apparatus Co. - Nanoose (with trade in)	\$651,880
Smeal Fire Apparatus Co. - Coombs-Hilliers	\$608,332

Both apparatus' were designed to meet the present and future needs of their communities. They were also designed with consideration to their current infrastructure. With this in mind, Coombs-Hilliers had to design their cab and rear storage/ladder area of the apparatus to accommodate the limited height restriction that their garage currently imposes.

The fluctuation of the Canadian/US dollar exchange rate could potentially affect the final price of the vehicle. With the value of the Canadian dollar currently in decline, an early decision would result in paying costs close to those listed above. Proposals remain valid for 90 days from February 6, 2015.

The Departments formed a committee of four persons including the Fire Chief, Deputy Chief and other Board and fire department members with experience in truck manufacture and maintenance. The proposals were ranked using criteria that included apparatus construction and design, service and warranty, references and price. Following a lengthy review, the Hub Fire Engine proposal received the overall highest score. Its technical response was superior and had a lower price for both apparatus.

ALTERNATIVES:

1. To award the supply of two single-axle, 4-door fire/rescue engines to Hub Fire Engine for an estimated price of \$587,154 for Nanoose Bay and \$496,463 for the Coombs-Hilliers Volunteer Fire Departments with funds released from the Departments' reserve fund.
2. To receive this report for information and provide alternate direction to staff.

FINANCIAL IMPLICATIONS:

Alternative 1

The cost of the Nanoose Bay vehicle net of the GST rebate is \$559,195 and their reserve fund balance is \$635,510. The financial plan anticipates up to \$500,000 for this purpose to be funded from reserves and the additional cost will need to be added to the reserve fund transfer approval to bring it up to an estimated \$560,000.

The cost of the Coombs-Hilliers vehicle net of the GST rebate is \$472,820 and their reserve fund balance is \$623,475. The 2015-2016 financial plan includes the use of reserves in 2015 for the purchase of the truck. There is also an existing borrowing authority available for the Coombs-Hilliers Fire Service for capital purposes which can be utilized if their future capital plan requires additional funding.

Staff are working with both the Coombs-Hilliers and Nanoose Fire Services to revise capital plans and to ensure adequate reserve fund transfers in order to provide adequate funding for other capital purchases planned over the next 10 years. As well for Coombs-Hilliers, to confirm any borrowing requirements in relation to capital purchases.

Alternative 2

If the two (2) single-axle, 4-door fire/rescue engines are not awarded at this time, staff expect that the supply and manufacture costs will be higher in 2016.

SUMMARY/CONCLUSIONS:


The Nanoose Bay and Coombs-Hilliers Fire Departments received four responses to a Request for Proposal for the supply of two single-axle, 4-door fire/rescue engines. Four vendors responded with prices ranging from \$496,463 to \$656,880. After a full review the Departments are recommending acceptance of the proposal from Hub Fire Engines for an estimated price of \$587,154 for Nanoose Bay and \$496,463 for the Coombs-Hilliers Fire Departments. The response from Hub Fire Engines most closely matched the specifications and the company is a well-known supplier of this type of vehicle. The purchase would be funded by reserves on hand. Staff recommend awarding the supply of the vehicle to Hub Fire Engines and releasing reserve funds as requested.

RECOMMENDATION:

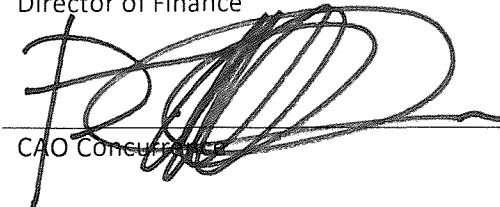
1. That this report be received for information and that the Board direct staff to award Hub Fire Engines to supply two single-axle, 4-door fire/rescue engines for an estimated price of \$587,155 for Nanoose Bay and \$496,465 for the Coombs-Hilliers Volunteer Fire Departments.
2. That Nanoose Bay Fire reserve funds in the estimated amount of up to \$560,000 be released for the purpose of purchasing a new fire/rescue engine.
3. That Coombs-Hilliers Fire reserve funds in the estimated amount of up to \$475,000 be released for the purpose of purchasing a new fire/rescue engine.



Report Writer



Director of Finance



CAO Concur



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MEMORANDUM

TO: Paul Thorkelsson
Chief Administrative Officer

DATE: March 13, 2015

FROM: Daniel Pearce
A/General Manager, Transportation and Solid Waste Services

FILE: 0230-20-AVICC

SUBJECT: AVICC Special Committee on Solid Waste Management

PURPOSE

To bring forward a Draft Terms of Reference for the establishment of a new AVICC Special Committee on Solid Waste (*Appendix A*).

BACKGROUND

On September 4, 2014 the Comox Valley Regional District (CVRD), in partnership with AVICC, hosted a workshop in Nanaimo to discuss solid waste issues, challenges and opportunities.

Over fifty representatives from nine regional districts attended the session. Key issues identified include:

- inability to locate disposal facilities and control waste flows;
- funding models dependent upon maintaining waste streams;
- successful diversion strategies impacting disposal volumes; and,
- transportation and disposal security issues.

Other challenges include individual waste stream volumes being too small to benefit from the economies of scale associated with this type of function.

In October 2014, representatives from the CVRD met with AVICC Executive proposing the establishment of an AVICC Committee on Solid Waste Management. AVICC Executive supported the proposal as solid waste managing is a costly service for local governments.

AVICC Executive asked the CVRD if they would take on a leadership role in facilitating and overseeing a Committee on Solid Waste Management. With the assistance of the CVRD a draft Terms of Reference was established and approved by the AVICC Executive in January. A teleconference meeting on February 20, 2015, with the Chief Administrative Officers (CAOs) from effected AVICC membership, provided feedback into the draft. The revised draft Terms of Reference is attached (*Appendix A*).

The purpose of the AVICC Committee on Solid Waste Management is to:

- prepare a report to summarize AVICC regional district solid waste management plans;
- conduct the required analysis and review, including the provincial legislative framework, to inform AVICC-wide joint solutions (or sub-AVICC solutions, as appropriate, between partnering jurisdictions) on the topic of solid waste management;
- develop a long-term strategy for solid waste management ensuring that the affected local governments have reached consensus;

- present the finding and recommendation of the analysis as requested by AVICC;
- report on work of the special committee at the 2016 AVICC Annual General Meeting and Convention; and,
- present a briefing to the Province of BC.

The Committee membership will be composed of one member and alternate from the AVICC Executive and one appointment and alternate from each AVICC regional district Board.

The key deliverables that should be included in the report are:

- a summary table of regional districts (RD) solid waste management plans including RD name, plan history and current status;
- a system flowchart for each RD solid waste management plan (SMWP);
- identification of mutual goals/objectives;
- a summary of capacity of existing facilities;
- a summary of capacity of potential future facilities;
- identification of mutual challenges;
- identification of collaborative opportunities;
- a summary of financial models;
- a summary of personnel resources;
- a synopsis of provincial statutes and regulations relevant to solid waste management; and,
- other summarized analyses to support conclusions.

Meetings will be held in Nanaimo and, where feasible, meetings will be held via teleconference. It is expected that three or four in-person meetings will be required. Member local governments will be responsible for travel expenses of their own representatives to attend meetings, including those of the administrative and technical staff.

The term of the Committee is from May 1, 2015 to April 30, 2016. The AVICC Executive may consider extension to this term on an annual basis.

ALTERNATIVES

There are no alternatives for this report.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

The attached letter indicates that in the future there will be a request for all of the AVICC members to commit financially; however, staff will be recommending fair cost-sharing for funding support of the work of the Committee, as determined by the Committee and recommended by the AVICC CAOs.

STRATEGIC PLAN IMPLICATIONS

The AVICC Special Committee on Solid Waste meets the RDN Strategic Plan to consider future options for waste management, disposal and facility development to meet the needs of a growing population. Additionally, the Special Committee meets the RDN Strategic Plan by collaborating with regional districts on Vancouver Island and the Lower Mainland in their waste management efforts.

SUMMARY / CONCLUSIONS


Member regional districts within AVICC agree that a joint effort across the region, with cooperation from the Province, is needed to obtain a long-term sustainable solution for Vancouver Island and coastal communities.

AVICC Executive supported a proposal from the CVRD for the establishment of an AVICC Committee on Solid Waste Management; however, due to the AVICC being a small organization it does not have the capacity to take on a project of this scope. Based on a model used in the past, the AVICC Executive, with assistance from the CVRD, developed a draft Terms of Reference for an AVICC Committee on Solid Waste.

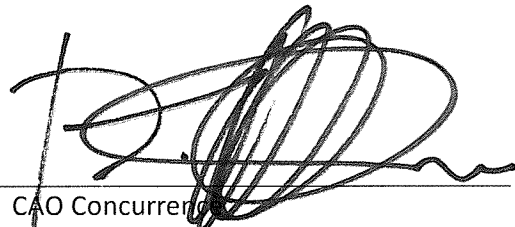
The attached Terms of Reference (*Appendix A*) was approved by AVICC Executive, in January, and subsequently updated in February with feedback from CAOs of affected members.

RECOMMENDATIONS

1. That the Board support the Terms of Reference.
2. That the Chair and Deputy Chair of the RDN be the appointee and alternate (respectively), from the RDN, to the AVICC Committee.
3. That the Board support the use of RDN meeting rooms and facilities by the AVICC Committee.
4. That the Board support a reasonable and fair cost-sharing for funding support of the work of the Committee, as determined by the Committee and recommended by the AVICC CAOs.



Report Writer



CAO Concurring

APPENDIX A



March 3, 2015 (Revised)

VIA EMAIL

Chair Josie Osborne and Board, Alberni-Clayoquot Regional District, rdyson@acrd.bc.ca
Chair Nils Jensen and Board, Capital Regional District, rlapham@crd.bc.ca
Chair Bruce Jolliffe and Board, Comox Valley Regional District, djoakman@comoxvalleyrd.ca
Chair Jon Lefebure and Board, Cowichan Valley Regional District, bcarruthers@cvrd.bc.ca
Chair David Rushton and Board, Mount Waddington Regional District, gfletcher@rdmw.bc.ca
Chair Joe Stanhope, Nanaimo Regional District, pthorkelsson@rdn.bc.ca
Chair Patrick Brabazon, Powell River Regional District, al.radke@powellriverrd.bc.ca
Chair Jim Abram, Strathcona Regional District, rhotsenpiller@strathconard.ca
Chair Garry Nohr, Sunshine Coast Regional District, john.france@scrd.ca

Dear Chair and Board:

On September 4, 2014, Comox Valley Regional District in partnership with AVICC, hosted a workshop in Nanaimo to discuss common issues, challenges and opportunities surrounding solid waste:

The session, attended by 50+ representatives from nine regional districts, was facilitated by Jerry Berry, JB Consultants and resulted in attendees sharing experiences, best practices and developing a greater understanding of solid waste matters faced by Vancouver Island and coastal regional districts.

Key issues identified in the report included “the inability to locate disposal facilities and control waste flows; funding models that were dependent upon maintaining waste streams; successful diversion strategies impacting disposal volumes; and transportation and disposal security issues. In addition, because individual waste stream volumes in regions within AVICC are so small as to be well below those necessary to benefit from the economies of scale associated with this type of function.”

Attendees agreed that a joint effort across the region with cooperation from the Province is needed to obtain a long-term sustainable solution for Vancouver Island and coastal communities.

Representatives from Comox Valley Regional District met with AVICC Executive in October proposing establishment of an AVICC Committee on Solid Waste Management. Executive supported the proposal noting that solid waste management is a costly service for local

525 Government St, Victoria, BC V8V 0A8

Email: avicc@ubcm.ca • Tel: 250-356-5122 • Fax: 250-356-5119 • www.avicc.ca

Page 2
March 3, 2015

governments and as such must be a high priority to ensure that efficient and cost effective planning is in place for the future.

As a small organization, the Association of Vancouver Island and Coastal Communities does not have the required capacity to be able to take on a project of this scope. Using a model that has been successful in the past, AVICC Executive asked whether Comox Valley Regional District would be willing to take on a leadership role in facilitating and overseeing the proposed Committee's work.

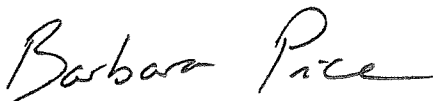
With Comox Valley Regional District's help, a preliminary draft terms of reference for an AVICC Special Committee on Solid Waste Management was approved by AVICC Executive in January. A teleconference meeting of CAO's of affected members on February 20 provided feedback into the draft. The feedback has been incorporated and the revised draft is now attached for consideration by the individual member regional district boards that would be involved.

The considerations at this time would be:

- that the proposed draft Terms of Reference are acceptable;
- that each Board would name its representative and an alternate at this time to enable the Committee to begin its work May 1 if there is agreement by the 9 regional district boards to proceed;
- that each Board would agree to cover the travel for its representatives to attend in-person meetings;
- that each Board will agree to provide timely information on its solid waste management plan or operations as may be required by the Committee;
- that each Board would identify any additional in-kind resources that it would be able to contribute to this project; and
- that each Board would agree that they would be willing to share the costs based on a fair cost-sharing formula to be established through discussion with the CAO's and approved by the Committee.

In order to be able to begin the work May 1 as identified in the draft Terms of Reference, Executive is requesting your response to the above identified considerations and any other comments you may have by March 27. Thank you for your consideration of this request. We look forward to hearing from you.

Sincerely,



Councillor Barbara Price
President

Attachment: Draft Terms of Reference for AVICC Special Committee on Solid Waste Management
for Vancouver Island and Coastal Communities

AVICC Special Committee on Solid Waste Management Terms of Reference DRAFT – V4, March 3, 2015

Background

September 2014 - the Association of Vancouver Island and Coastal Communities (AVICC) hosted, in partnership with nine regional districts, a solid waste management workshop. The objective of the workshop was to share experiences and best practices and to develop a greater understanding of solid waste matters faced by Vancouver Island and coastal regional districts. In summary the workshop identified the range of situations, the difficulties and complexities involved and the uncertainties existing for all regarding various aspects of solid waste.

Uncertainties identified:

- inability to locate disposal facilities and control waste flows;
- funding models dependent upon maintaining waste streams;
- successful diversion strategies impacting disposal volumes;
- transportation and disposal security issues.

Other challenges for the AVICC region include individual regional district waste streams volumes being so small as to be well below those necessary to benefit from certain technologies that more often require sufficient economies of scale and the significant regulatory and long-term liability costs associated with protection of the environment. These costs must be balanced with value for money considerations for taxpayers.

November 2014 – AVICC letter to the Union of BC Municipalities (UBCM) identifying '*solid waste management is a costly service for local governments and as such must be a high priority to ensure that efficient and cost effective planning is in place for the future.*' The letter also requests assistance from UBCM to advocate on behalf of local governments with the Province to facilitate and support regional solutions.

February 2015 – AVICC considers establishment of special committee on solid waste management and develops terms of reference.

Purpose

The purpose of the special committee on solid waste management is to:

- prepare a report to summarize AVICC regional district solid waste management plans;
- conduct the required analysis and review including the provincial legislative framework to inform AVICC-wide joint solutions (or sub-AVICC solutions, as appropriate, between partnering jurisdictions) on the topic of solid waste management;
- develop a long-term strategy for solid waste management ensuring that the affected local governments have reached consensus;
- present the findings and recommendations of the analysis as requested by AVICC;
- report out on work of the special committee at the 2016 AVICC Annual General Meeting and Convention; and
- present a briefing to the Province of BC.

Committee Membership

- The Committee membership will be composed of one member and alternate from the AVICC executive and one appointment and alternate from each AVICC regional district board.

Committee Chair and Vice-chair

- Shall be selected by the committee members. Responsible for establishing the meeting schedule, reviewing agendas and minutes, facilitating and managing meetings, contact with media and presenting to AVICC, UBCM and Province of BC as required.

Administrative Support

- Meeting support will be provided by AVICC, with assistance from the Comox Valley Regional District.
- Administrative and technical support shall be provided by AVICC member regional districts as assigned by the chief administrative officer for each regional district.
- The special committee may also contract with any person, so long as that contract is within its budget allocation, and approved by AVICC's President.

Expert Members and Invited Guests

The special committee on solid waste management may, from time-to-time, require experts, academics or other government/voluntary sector representatives to attend meetings, as presenters, advisors or observers because of their knowledge of the subject. Subject to working within its budget allocation and approval by AVICC's President.

Confidentiality

While the results of the special committee will be presented in a public forum and community engagement will be important if any outcomes are proposed for implementation, the deliberations of the special committee are to be confidential. Members are committed to respecting the personal privacy of the special committee on solid waste management and agree not to disclose personal information or views expressed during meetings. Deliberations may be shared within the various agencies represented by the special committee on solid waste management but should remain confidential until there is general agreement and consensus to make them public.

Agendas and Minutes

- Agendas shall be approved by the chair and provided to committee members a minimum of three days in advance of the meeting.
- Approved minutes will form the AVICC public record for the meetings.
- A copy of the approved minutes shall be forwarded to AVICC member regional district to ensure all regional district elected officials are informed of the special committee's progress.

Products/Deliverables

1. Report that summarizes the research and analysis conducted with regard to AVICC member regional districts solid waste management plans and Ministry of Environment policies. The report should include:
 - Summary table of regional district (RD) solid waste management plans including RD name, plan history and current status;
 - Systems flowchart for each RD solid waste management plan (SWMP)
 - Identification of mutual goals/objectives;
 - Summary of capacity of existing facilities;
 - Summary of capacity of potential future facilities;
 - Identification of mutual challenges;
 - Identification of collaborative opportunities;
 - Summary of financial models;
 - Summary of personnel resources;
 - Synopsis of provincial statutes and regulations relevant to solid waste management;
 - Other summarized analysis to support conclusions.
2. Report on recommended strategies or options.
3. Briefing note supporting request to the Province of BC to conduct policy review with objective of providing long-term sustainability for solid waste management on Vancouver Island and Sunshine Coast.

Resources

The AVICC will provide funding of \$_____ toward the following costs of the committee: consultant fees and expenses associated with the development of a position paper; meeting and other operating expenses of the committee; and any other expenses specifically approved, in advance, by the AVICC president.

Once a preliminary budget has been established and agreed upon by the committee members, participating member regional districts will be asked to contribute the remainder of the funding to complete the deliverables based on a fair cost-sharing formula to be established through discussion with the CAO's and approved by the Committee. In-kind contributions may be considered in the funding formula if the contributions will be substantial and are measurable.

In-person meetings will be held in Nanaimo. Where feasible, meetings will be held via teleconference. Member local governments will be responsible for their own representatives' travel to attend meetings including those of the administrative and technical staff. It is expected that 3-4 in-person meetings will be required of each group.

Wherever possible and feasible, in-kind contributions of technical and administrative support will be utilized.

Budget

A draft budget will be presented and approved at the first meeting.

Anticipated In-Kind Contributions (yet to be approved by each contributor):

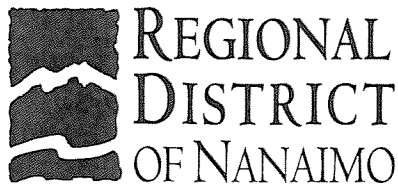
- **Nanaimo Regional District:** meeting space for in-person meetings as may be required.
- **Comox Valley Regional District:** assistance with meeting support including agenda preparation and high-level administrative support; analyst support provided by a summer term contract including supervision of their work.

Code of Conduct (Bill 14 WorkSafe BC)

It is the responsibility of all participants to act in accordance with WorkSafe BC legislation, with specific attention to Bill 14 requirements, (s 5.1 WCA Pt II) to ensure the work environment is free of discrimination, bullying and harassment. The committee will support an atmosphere of understanding and respect for rights and dignity of all individuals. All members must carry out their responsibilities professionally and to the highest standard of integrity to ensure that all actions of the committee are conducive to a positive collaborative working relationship. This will require consistent adherence to legislation to support principles of respect and professional veracity.

Term

The term of the Committee is from May 1, 2015 to April 30, 2016. The AVICC Executive may consider extensions to this term on an annual basis.



RDN REPORT		
CAO APPROVAL <i>[Signature]</i>		
EAP		
COW		
MAR 16 2015		
RHD		
BOARD	<input checked="" type="checkbox"/>	

MEMORANDUM

TO: Sean De Pol
Manager, Wastewater Services

DATE: March 10, 2015

FROM: Maurice Mauch
Project Engineer, Wastewater Services

FILE: 2240-20-CRPS-Trail

SUBJECT: Proposed 10 year License Agreement with the City of Nanaimo for Continued Use of a Portion of RDN owned Land at 1174 Island Highway South to accommodate a section of the City of Nanaimo's Chase River Park Trail Network

PURPOSE

To provide information and recommendations on a requested ten-year License Agreement between the Regional District of Nanaimo (RDN) and the City of Nanaimo (City) for the continued use of a trail on the RDN owned property at 1174 Island Highway South to accommodate a section of the City's Chase River Park trail network.

BACKGROUND

The RDN owns a 1.24 acre property at 1175 Island Highway South, referred to as the Chase River Pump Station, for use as a major pumping station in the Greater Nanaimo sewage collection system.

In 2003 RDN staff were approached by City staff to discuss the development of trails on the subject property to connect with the existing and future trail network at the adjacent Chase River Park. A ten-year License Agreement was subsequently granted to allow public use of portions of the RDN property to accommodate the trail extension. The trail was connected through the subject property and the City avoided having to construct a bridge across the Chase River. The City also incorporated the existing sidewalk and road bridge on the Island Highway into the pedestrian network for the park.

The License allows the City to manage the trail for park purposes on an ongoing basis provided that the City assumes responsibility for the construction of any improvements, as well as the management, maintenance, liability and costs associated with its use by the public. The License includes a 30 day termination clause, available to either party, upon notice.

The original License term expired on April 30, 2013 and the Agreement presently continues on a month-to-month basis.

Recently, RDN staff were approached by City staff with a request for a new 10 year License Agreement, with all other terms and conditions of the original Agreement to remain the same.

There are no projects identified in the RDN's 10 year capital plan for the Chase River Pump station that would change the building or piping footprint of the subject property. Accordingly, a new ten-year License Agreement has been drafted for RDN Board approval. (Appendix 1)

ALTERNATIVES

1. That the RDN authorize the License Agreement attached as Appendix 1. This would permit the continued use of portions of the RDN lands at 1175 Island Highway South to accommodate a section of the City's Chase River Park trail network for a 10 year term.
2. That the RDN not authorize the 10 year License Agreement attached as Appendix 1. This would permit the continued use of portions of the RDN lands at 1175 Island Highway South to accommodate a section of the City's Chase River Park trail network on a month to month tenancy basis.

Both options allow for the Agreement to be terminated upon 30 days notice.

FINANCIAL IMPLICATIONS AND TERMS

The City would continue to be responsible for all trail network costs, assume all liability associated with the trail network and would carry five (5) million dollar liability insurance with the RDN named as an additional insured. There are no cost implications for the RDN. The requested term is 10 years.

STRATEGIC PLAN IMPLICATIONS

There are no strategic plan implications.

INTERGOVERNMENTAL IMPLICATIONS

In July 2000, the City acquired a 3.2ha (8 acre) parcel from Rail America, located at the Chase River estuary (1160 Island Highway South). The purpose of this acquisition was to create additional parkland in the south portion of the City, and to protect property of environmental significance from conventional development. In order to facilitate public access to this new Chase River Park, the City's parks department constructed a network of trails and boardwalks.

Since 2003, the RDN has permitted public use of a portion of the subject property to accommodate a section of the Chase River Park trail network by way of a License Agreement whose original 10 year term has expired but continues on a month-to-month basis.

SUMMARY

The RDN owns a 1.24 acre property at 1175 Island Highway South for use as a major pumping station in the Greater Nanaimo sewage collection system.

In 2003, the RDN and the City signed a 10 year License Agreement to permit the City to develop an extension of the Chase River Park trail network onto a portion of the Regional District lands, at the City's cost and in a manner that would not impede the operations of the pumping station.

The original License has expired. The City is requesting a new 10 year agreement with all other terms and conditions to remain the same as the original License.

There are no projects identified in the RDN's 10 year capital plan for the Chase River Pump station that would change the building or piping footprint.

RECOMMENDATIONS

That the 10 year License Agreement permitting the City to continue to use a portion of the RDN owned property at 1175 Island Highway South to accommodate a section of the City's Chase River Park trail network be approved.



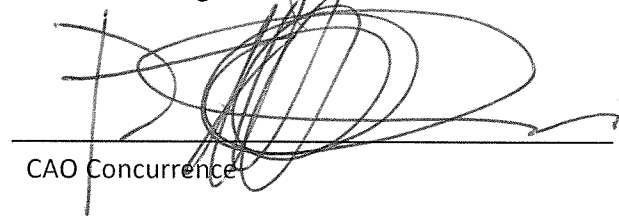
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

COMMENTS:

LICENSE TO USE OR OCCUPY

THIS LICENSE ISSUED the _____ day of _____, 2015

File: LD000826

BETWEEN:

REGIONAL DISTRICT OF NANAIMO
6300 Hammond Bay Road
Nanaimo, B.C.
V9T 6N2

(the "Regional District")

OF THE FIRST PART

AND:

CITY OF NANAIMO
455 Wallace Street
Nanaimo, B.C.
V9R 5J6

(the "City")

OF THE SECOND PART

WHEREAS:

The Regional District is the registered owner in fee simple of lands legally described as:

Civic Address: 1174 Island Highway South
Legal Description: That Part of Section 1, Nanaimo District,
Shown Outlined in Red on Plan 2163R
(PID 004-338-316)

(the "Lands");

AND WHEREAS the City wishes to use and occupy portions of the Lands as shown on the map attached as 'Schedule A' (the "Trail");

NOW THEREFORE in consideration of the rents, covenants, agreements and conditions to be performed and observed by the City:

A. GRANT OF LICENSE

The Regional District hereby grants the City a license to occupy and use the said Trail for the sole purposes of extending a trail network as generally shown on the map attached as 'Schedule B' to this Agreement.

B. TERM

The Regional District grants this license for a period of ten (10) years from and including February 1, 2015 to and including January 31, 2025 (the "Term"), subject to the terms and conditions herein set forth.

C. RENT AND RESPONSIBILITY FOR EXPENSES

1. Yielding and paying therefor unto the Regional District upon the execution of this License, the rent of Ten Dollars (\$10.00) for the Term herein granted, the receipt of which is hereby acknowledged.
2. It is intended by the parties that the Trail be of no cost or expense to the Regional District during the Term and accordingly the City agrees to pay, whether on its own behalf or on behalf of the Regional District, all costs of every nature and kind relating to the Trail and/or any improvements thereon, and the City agrees to indemnify the Regional District from and against any such costs and expenses incurred by the Regional District directly relating to the use of the Trail by the City.

D. INSURANCE MAINTENANCE, RISK AND INDEMNITY

The City agrees to take out and keep in full force and effect throughout the Term and during such other time as the City occupies or uses the Trail or any part thereof at the expense of the City comprehensive general liability insurance, including without limitation non-owned automobile liability insurance, against claims for personal injury, death or property damage or loss upon, in or about the Trail or otherwise howsoever rising out of the operations of the City in or around the Trail, to the limit as may be reasonably required by the Regional District from time to time but, in any case, of not less than Five Million (\$5,000,000.00) Dollars in respect to injury or death to a single person and in respect of any one accident concerning property damage.

1. The policy of insurance shall contain a clause providing that the insurer will give the Regional District thirty (30) days written notice in the event of cancellation or material change.
2. The Regional District shall be named as an additional insured under such liability policy or policies of insurance.
3. Any buildings, furniture, equipment, machinery, fixtures and improvements placed on, in or about the Trail by the City shall be entirely at the risk of the City.
4. The City agrees to maintain the Trail and the improvements therein in good repair and in a neat and tidy condition, and to not do or permit any act or neglect which may in any manner directly or indirectly be or become a nuisance or interfere with the comfort of any person occupying land in the vicinity of the Trail.
5. The City shall not permit liquor, beer or any other alcoholic beverages on or in the said Trail.
6. The City shall not construct or place on the Lands any improvements without first obtaining the prior written consent of the Regional District and obtaining all required building or development permits.
7. The City shall report all instances of injury or damage to the Regional District, Manager Parks and Recreation.
8. The City agrees to comply promptly at its expense with all laws, bylaws, regulations, requirements and recommendations, which may be applicable to the manner of use or occupation of the Trail, made by any and all federal, provincial, local government and other authorities and all notices in pursuance of same, provided however that the City shall have no liability to make any improvements, alterations or additions to the Trail which may be required by authorities or associations unless due to the use or occupation of the Trail by the City.

9. The City agrees to indemnify and save harmless the Regional District, its elected and appointed officers and employees, from any and all claims, suits, actions, costs, fees and expenses of any kind whatsoever brought against or incurred by the Regional District or its elected and appointed officers and employees in any way relating to the City's use or occupation of the Trail during the Term of this License. Such indemnity shall extend to legal expenses incurred by the Regional District in defending against such liability or alleged liability or in enforcing this right of indemnity.

E. QUIET ENJOYMENT

1. The Regional District covenants with the City for quiet enjoyment, for so long as the City is not in default hereunder.
2. The City shall permit, the Regional District and its employees, servants and agents, at all times, during the Term of this License, to enter the Trail and every part thereof to examine the condition thereof, and if any want or repair shall be found on such examination, and notice thereof is given, the City will, within ninety (90) days of the giving of that notice, well and truly repair in accordance with that notice.

F. USE, ASSIGNMENT AND SUBLETTING

1. The City agrees to not use the Lands for any purpose other than as a trail with trail access.
2. They agree that it is the sole responsibility of the City to determine the suitability of the Trail for its intended use and occupation.
3. The City shall not permit any other person, group or organization not named in this License to make improvements to or occupy the said Trail for other than trail use without written authorization from the Regional District.

G. HOLDING OVER

If the City continues to occupy the Trail with the consent of the Regional District after the expiration or other termination of the Term without any further written agreement, the City shall be a monthly licensee subject always to all of the provisions of this License insofar as the same are applicable to a month-to-month tenancy and a tenancy from year to year shall not be created by implication of law; provided that nothing herein contained shall preclude the Regional District from taking action for recovery of possession of the Trail.

H. APPROVALS

No provision in this License requiring the Regional District's or the City's consent or approval shall be deemed to have been fulfilled or waived unless the written consent or approval of the Regional District or the City relating to the particular matter or instance has first been obtained and, without limiting the generality of the foregoing, no prior consent or approval and no condoning, excusing or overlooking by the Regional District on previous occasions when such a consent or approval was required shall be taken to operate as a waiver of the necessity of such consent or approval whenever required under this License.

I. RELATIONSHIP OF PARTIES

Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent or of partnership or of joint venture between the parties hereto, it being understood and agreed that neither the method of commutation of rent nor any other provision contained herein, nor any acts of the parties herein, shall be deemed to create any relationship between the parties other than the relationship of Licensor and Licensee.

J. SOLE AGREEMENT

This License sets forth all of the warranties, representations, covenants, promises, agreements, conditions and understandings between parties concerning the Lands and there are no warranties, representations, covenants, promises, agreements, conditions or understanding, either oral or written, express or implied, between them other than as set forth in this License.

K. REMOVAL OF IMPROVEMENTS

1. All improvements constructed, owned or installed by the City at the expense of the City on the Trail, shall remain the property of the City and may be removed by the City at any time until the end of the Term or earlier termination of this License. The City agrees that it will, at its expense, repair any damage to the Lands caused by the construction, installation, existence, use or removal thereof (the "Restoration"). Before removing such property the City shall notify the Regional District of its intention to do so and shall, if required by the Regional District, post a bond in an amount and form satisfactory to the Regional District as security for performance of the City's obligations for the Restoration.
2. If the City does not remove the property which is removable by the City pursuant to Paragraph K(1) prior to the end of the Term or the sooner termination of this License, such property shall, if the Regional District elects, be deemed to become the Regional District's property and the Regional District may remove the same at the expense of the City, and the cost of such removal will be paid by the City forthwith to the Regional District on demand.

L. DEFAULT AND EARLY TERMINATION

1. The City further covenants with the Regional District that if the City shall violate or neglect any covenant, agreement or stipulation herein contained on its part to be kept, performed or observed and any such default on the part of the City shall continue for thirty (30) days after written notice thereof to the City by the Regional District, then by law the Regional District may at its option forthwith re-enter and take possession of the Trail immediately and may remove any property therefrom and may use such force and assistance in making such removal as the Regional District may deem advisable to recover at once full and exclusive possession of the Trail.
2. Either party to this Agreement may terminate the Agreement at any time upon thirty (30) days notice in writing to the other party. If the Regional District exercises this right of termination then it may recover possession of the Trail in accordance with paragraph L(1).

M. APPLICABLE LAW, COURT LANGUAGE

1. This License shall be governed and construed by the laws of the Province of British Columbia.

2. The venue of any proceedings taken in respect of this License shall be at Nanaimo, British Columbia, so long as such venue is permitted by law, and the City shall consent to any applications by the Regional District to change the venue of any proceedings taken elsewhere to Nanaimo, British Columbia.

N. CONSTRUED COVENANT, SEVERABILITY

All of the provisions of this License are to be construed as covenants and agreements. Should any provision of this License be or become illegal, invalid or not enforceable, it shall be considered separate and severable from this License and the remaining provisions shall remain in force and be binding upon the parties hereto and be enforceable to the fullest extent of the law.

O. TIME

Time shall be of the essence hereof.

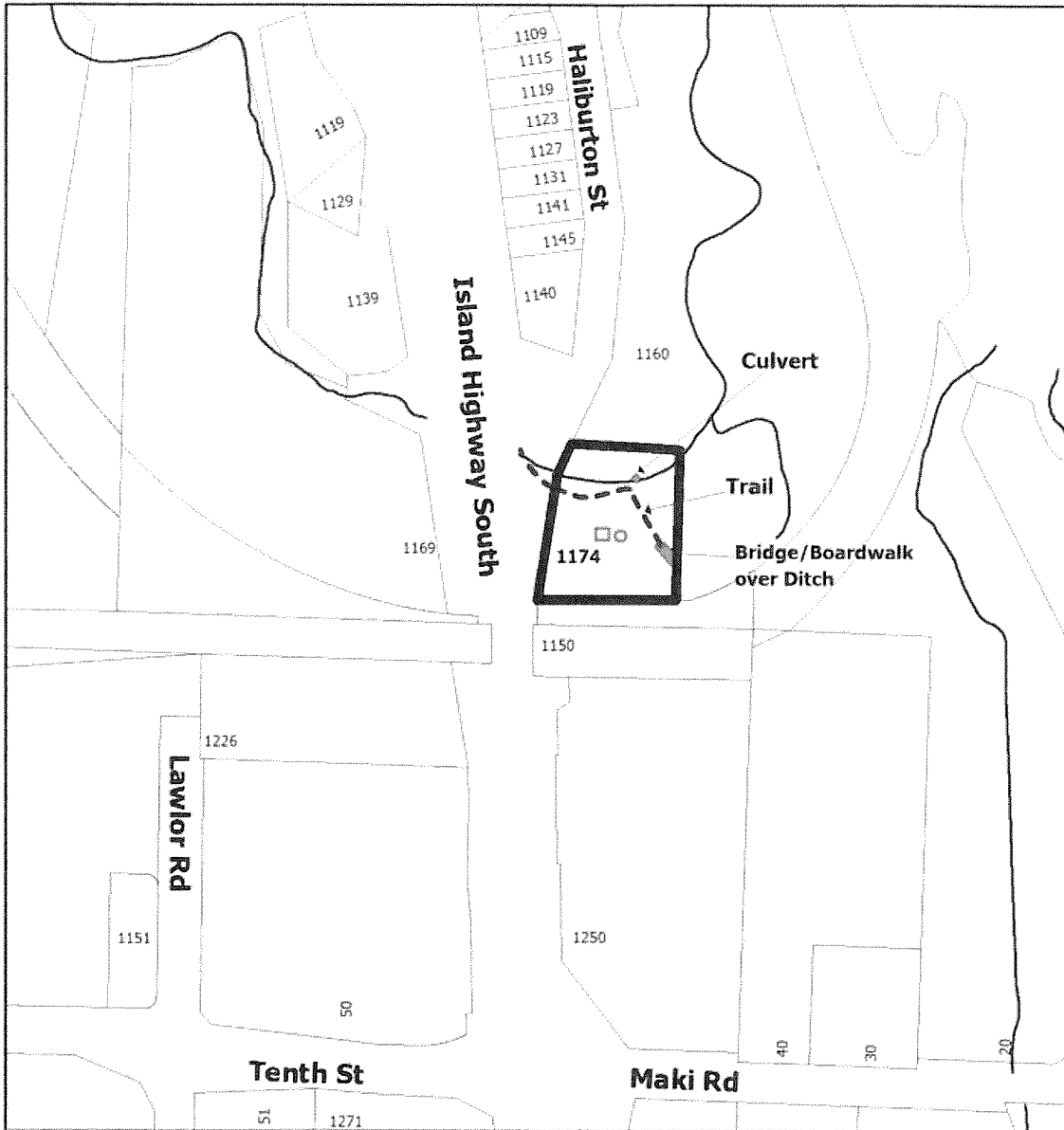
P. NOTICE

1. All notices or payment from the City to the Regional District shall be sent to the Regional District at the following address:
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, B.C.
V9T 6N2
Attention: Manager, Wastewater Services
2. All notices from the Regional District to the City shall be sent to the City at the following address:
City of Nanaimo
455 Wallace St.
Nanaimo, BC
V9R 5J6
Attention: Director, Parks, Recreation and Culture

or such other places as the Regional District and the City may designate from time to time in writing to each other.

3. Any notice to be given hereunder shall be in writing and may be either delivered personally or sent by prepaid, registered or certified mail and, if so mailed, shall be deemed to have been given three (3) days following the date upon which it was mailed.
4. Any notice or service required to be given or effected under any statutory provision or rules of court from time to time in effect in the Province of British Columbia shall be sufficiently given or served if mailed or delivered at the addresses as aforesaid.
5. Any party hereto may at any time give notice in writing to any other of any change of address of the party giving such notice and from and after the second day after the giving of such notice, the address herein specified shall be deemed to be the address of such party for the giving of notices hereunder.

Schedule A



Licence Agreement

Civic: 1174 Island Highway South

 Subject Property

