

REGIONAL DISTRICT OF NANAIMO

**REGULAR BOARD MEETING
TUESDAY, MAY 26, 2015
7:00 PM**

(RDN Board Chambers)

A D D E N D U M

PAGES

- 5. COMMUNICATIONS/CORRESPONDENCE**
- (All Directors – One Vote)
- 2 **Susan Boardman**, re Development Permit with Variance Application No. PL2015-028 – 5509 Deep Bay Drive, Electoral Area ‘H’.
- 3-4 **Government of Canada**, re Canada 150 Community Infrastructure Program.
- 5-10 **Kim Burden, Parksville & District Chamber of Commerce**, re Proposed Business Walk Job Creation Project.
- 6. UNFINISHED BUSINESS**
- BYLAW ADOPTION**
- 11-16 **Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw - Bylaw No. 1715** (All Directors – One Vote).
- That "Nanoose Bay Peninsula Water Service Area Development Cost Charge Bylaw No. 1715, 2014" be adopted.*

Regional District
of Nanaimo

May 21st 2015

(250) 721-3439

Planning Department

C. BOARDMAN
1901 LEYNS RD
VICTORIA BC V8N 2Z7

attn: Robert

RE: 5509 Deep Bay Dr.

Variance Application No PL 2015-028

We don't feel it is reasonable to change road setbacks from 8.0 metres to 2.5 metres to increase parcel coverage beyond what is already regulated. The setback to 2.5 metres from road would decrease sunlight from front of our property.

Since the house is already beyond minimum set back from top of slope on the waterside we feel it should not be decreased any further. If this decrease from the slope is allowed it would restrict water views from our property next door at 5511 Deep Bay Dr.

If the setback from slope area is decreased and approved and a new setback is established what would prevent present or future owners from using that setback measurement to build or extend a house with a flat roof?

Since we have owned our property on Deep Bay Dr. for 25 yrs. we were there when previous neighbours connected two septic fields together one on the waterside of property and one on the roadside and we don't understand how you could build on front or back of property over top of those two septic fields?

We are also concerned that a roof extension could turn into a closed-in porch.

We feel changing any of these setbacks has an impact on all surrounding properties.

Yours Truly,
Susan Boardman

CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM

Truro, Nova Scotia
15 May 2015

In 2017, Canada will mark the 150th anniversary of Confederation. This milestone will provide an opportunity to celebrate Canada's history, heritage, values and future. It is an historic opportunity for Canadians to connect with our past, celebrate our achievements and create a lasting legacy.

To this end, on May 15, 2015, Prime Minister Stephen Harper announced \$150 million for the new Canada 150 Community Infrastructure Program, which will provide significant support for community and cultural infrastructure across the country as a way to celebrate Canada's sesquicentennial.

The program will provide support for the renovation, expansion and rehabilitation of existing infrastructure that provides community and cultural benefits for the public. Projects under the following categories may be eligible: community centres (including Royal Canadian Legions), cultural centres and museums, parks, recreational trails, libraries, recreational facilities, tourism facilities, docks, cenotaphs and other existing community infrastructure.

The program, which is anticipated to support up to 1,800 projects in communities of all sizes across the country, will be delivered nationally through regional agencies. Eligible recipients for funding include provinces, territories, municipalities, regional governments, Aboriginal organizations and not-for-profit organizations. Applicants can submit their application online through their respective regional development agency. Extensive consultations with Canadians helped inform the initiative.

Selected projects are expected to be completed by the end of the 2017 construction season to best support Canada 150 celebrations. The program is expected to boost economic activity through infrastructure investments, build community-based partnerships and modernize existing community facilities.

The Government's Track Record on Infrastructure Support

The Canada 150 Community Infrastructure Program is one of several infrastructure-related initiatives that our Government has undertaken to generate well-being and prosperity across Canada. Other examples include:

- The \$53 billion New Building Canada Plan launched in 2014 to provide stable funding for a 10-year period through three key funds:
- The Community Improvement Fund: \$32.2 billion over 10 years consisting of an indexed federal Gas Tax Fund and the incremental goods and services tax (GST) rebate for municipalities to build roads, public transit, recreational facilities and other community infrastructure across Canada.
- The New Building Canada Fund: \$14 billion over 10 years in support of major economic infrastructure projects of national, regional and local significance.
- A renewed P3 Canada Fund: \$1.25 billion over five years to continue supporting innovative ways to build infrastructure projects faster and provide better value for Canadian taxpayers through public-private partnerships.
- The \$33 billion 2007 Building Canada Plan, the first long-term, stable and predictable federal plan to provide funding to provinces, territories and municipalities to support their respective public infrastructure priorities.
- Infrastructure stimulus measures, which have supported 30,000 projects across the country, as part of the 2009 Economic Action Plan.

The result is a dramatic increase in federal funding for infrastructure. Annual federal support has increased from \$571 million in 2003-2004 to an estimated \$5 billion in 2015-2016.

From: Kim Burden

Date: May 22, 2015 at 12:28:45 PM PDT

Subject: Proposed Business Walk Job Creation Project

Please find a DRAFT of the application for a Job Creation Projection to plan and conduct a Regional Business Walk during Small Business Week in October 2015. One of the requirements is stakeholder support. Could you please provide a Letter of Support to attach to the application. I am hoping to have this completed and submitted by June 3rd.

Kim Burden

Executive Director

Parksville Qualicum Beach

Regional Business Walk

Project Objectives

The Parksville & District Chamber of Commerce as the lead agency of Oceanside Initiatives are proposing to hold a Region wide (Northern Communities of the Regional District of Nanaimo) Business Walk.

The Business Walk program has not been previously done in this region and offers an excellent opportunity to listen to the local business community, identify common themes for action and bring together educational resources, municipal services and representatives of the business community for specific action plans. The Business Walks program allows visitation to numerous businesses in a short amount of time in order to gather industry intelligence to foster business growth.

Community & Economic Benefit

Business Walks are designed to assist with business retention and expansion. Business retention and expansion activities are 6X more likely to result in the creation of new employment than the same level of time and money put into business attraction activities.

Incremental Activities

This proposal is expected to provide a quality work experience in the research of the current business climate in the region. The project will research the needs of existing businesses contributing to business retention and expansion. This project presents a unique opportunity for the P&DCC to use the data collected to move beyond their current mission statement of being “dedicated to being the principle voice of the business community for the Parksville & District region, on economic issues and matters of significant interest to business, for the purpose of enhancing opportunities for our members, and to improve their ability to do business” to identifying resources which will allow for economic growth and job creation through business expansion.

The Project consists of:

- Developing a comprehensive list of businesses in the region
- Development of a pre & post event communications strategy
- Development of pre event press releases, Enewsletters, social media channels & lead partner networks to be used as a conduit to communicate to media & business community (targeted audience) in anticipation of event.
- Team creation & communications (elected officials, city staff & other partners)
- Identification of targeted # of businesses
- Identification & communication of geographical constraints
- Compilation of data
- Authoring post-event project report which will include a summary of findings. Report will be made available to all Lead Partner agencies as well as communicated through traditional media channels.
- Development of an operational manual to be used in future projects.

Parksville Qualicum Beach

Regional Business Walk

Key Project Activities and Proposed Timelines

The project will require 6 months from start to finish. Based on a projected start date of July 7th the following milestones will be achieved:

- July 10. Selection and orientation of clients completed
- July 31. Introduction to project, development of marketing and communication tools and strategy completed
- August 28 Geographical constraints identified and resolved, team identification complete, questionnaire completed. Communication strategy implemented and in progress
- September 25. Team orientation complete, comprehensive regional list of businesses complete.
- October 21 – Walk Day
- October 30 – Data entry complete
- November 27. Identification of follow up needs and identification of follow up resources complete. Post Event Report underway.
- December 31. Project complete. Post Event Report Complete.

Expected Results

A successful Business Walk will:

- Enable service providers, Chambers and Local Government to take the business pulse of their community and communicate successes & obstacles in doing business in the region.
- Provide the ability to track the business pulse over time to gauge business climate, thus impacting program development which will promote Business Retention and Expansion leading to job creation.
- Be a catalyst of establishing contact with individual business to identify companies who require follow up 1:1 assistance. e.g. Identification of second stage growth companies who require assistance for growth, risk of downsizing etc
- Provide meaningful data regarding human resource needs. Skilled vs unskilled labour needs.
- Provide meaningful data regarding human resource training programs.

Project Participants

The project will require three participants who will all benefit from participation by adding to their skill set through project activity and on-site training. The clients will gain meaningful work experience that will increase their chances of finding successfully sustainable employment. They will gain experience in

- administrative tasks,
- time management and organization,
- use of a variety of production software programs,
- data collection
- communication and marketing

Parksville Qualicum Beach

Regional Business Walk

- writing
- working within a professional environment

Most importantly the clients will become knowledgeable of all of the businesses in the region and will have an opportunity to make themselves known to a variety of potential employers and to develop an understanding of the expectations of those employers. The participants will work together as a team with one of the participants set as a Team Leader to be determined by a leadership/experience skill set. The Executive Director of the Chamber will provide overall supervision of the project. Participants will benefit from working in this type of management structure where there is a defined chain of command but where their input is encouraged.

During the first week of their engagement, Participants will spend time with the Chamber Executive Director and other Chamber staff being oriented to the day to day operations of the Chamber and the Chamber governance structure.

Participants will meet weekly as a group with the Executive Director to review progress, discuss challenges and plan next steps.

As a well-established professional organization the Parksville & District Chamber of Commerce has an up to date written Staff Policy & Procedures Manual which will be provided to the Project Participants. They will be provided the time to review the Manual which includes policies and procedures covering all aspects of the Chamber operation including Health & Safety practices.

Participants will work a 32 hour week and will be encouraged to devote a minimum of 8 hours per week to job search activities.

The Parksville & District Chamber of Commerce – Mandate & Experience

The Parksville & District Chamber of Commerce (P&DCC) is a not for profit organization chartered under the federal Board of Trade Act. The Parksville and District Chamber of Commerce is comprised of over 450 businesses, professionals, residents and community groups working collectively to establish and promote businesses and services for economic and social prosperity in Parksville and the surrounding areas. The Board of Directors is elected by the membership and determines policies and programs. The staff employed by the board is responsible for organizing and executing the Chamber of Commerce's programs and policies.

The main priorities of the Parksville & District Chamber of Commerce are:

- Be the active Voice of Local Businesses
- Be a catalyst for business owners/operators to network and cross promote
- Facilitate business training for the local workforce
- Operate the Parksville Visitor Centre
- To provide the business community with group benefits and networking opportunities

Parksville Qualicum Beach

Regional Business Walk

The Chamber of Commerce plays an active role in communicating the positions and views of the business community on policy to government at the municipal, regional, provincial and national level. The Chamber maintains a strong working relationship with local government, although it is not a support organization for any government body.

Although not officially incorporated until 1978, the Chamber has served the business community and residents of the region for over 80 years. The Parksville and District Chamber of Commerce works with the City of Parksville, the Parksville Downtown Business Association, Parksville Qualicum Beach Tourism Association, and the Chambers of Commerce in Qualicum Beach and other Island communities in order to provide a first class community where residents can LIVE, WORK and PLAY in a safe and prosperous environment.

The current staff contingent of the Chamber consists of:

- A full time Executive Director
- A full time Visitor Services Manager
- A part time (24hrs/week) Member Services Coordinator
- A part time (24hrs/week) Bookkeeper

All employees have been in their current positions for more than five years and there are no lay-offs, work stoppages or labour disputes. (Job Descriptions and qualifications for all positions are attached.) The proposed project is separate from the existing operations and will not result in the displacement of any existing employees or volunteers.

The Chamber completed a JCP in 2006 titled The Oceanside Service Excellence Research Project.

The Chamber receives funding as part of its overall budget from all three levels of government as follows:

- HRDSC - \$10,750 (3% of budgeted revenue) for the hiring and training of 2 summer students working as Visitor Services Counsellors.
- Destination BC - \$ 22,600 (6.5% of budgeted revenue) towards the operation of the Parksville Visitor Centre.
- City of Parksville - \$40,000 (11.5% of budgeted revenue) towards the operation of the Parksville Visitor Centre.

There is no environmental impact of the project activities.

Stakeholder Partnerships

Oceanside Initiatives is a committee of the Parksville & District Chamber of Commerce with a vision to support an economic culture that facilitates and promotes innovation, inspires creativity, and harnesses potential, with respect for the environment, and the diversity and values of our communities.

The partnership of agencies that make up Oceanside Initiatives consists of:

- The Regional District of Nanaimo

Parksville Qualicum Beach

Regional Business Walk

- The City of Parksville
- The Town of Qualicum Beach
- The Nanoose First Nation
- The Qualicum First Nation
- The Parksville & District Chamber of Commerce
- The Qualicum Beach Chamber of Commerce
- The Parksville-Qualicum Beach Tourism Association
- The Parksville Downtown Business Association
- Vancouver Island University
- School District 69

Community Support

Letters of support from community partners are attached.

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.

"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 24th day of March, 2015.

Read a third time this 24th day of March, 2015.

Approved by the Inspector of Municipalities this 20th day of May, 2015.

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

