

**REGIONAL DISTRICT OF NANAIMO**

**COMMITTEE OF THE WHOLE  
TUESDAY, NOVEMBER 10, 2009  
7:00 PM**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

**CALL TO ORDER**

**DELEGATIONS**

- 5            **Vaughan Roberts, ParkCity Engineering Ltd. for Walbern Management Inc., re Rural Streetlighting Service Boundary Extension – Area ‘E’.**

**MINUTES**

- 6-12            Minutes of the regular Committee of the Whole meeting held October 13, 2009.

**BUSINESS ARISING FROM THE MINUTES**

**COMMUNICATIONS/CORRESPONDENCE**

**UNFINISHED BUSINESS**

***FINANCE AND INFORMATION SERVICES***

**FINANCE**

- 13-32            Operating Results for the Period Ending September 30, 2009.

***DEVELOPMENT SERVICES***

**BUILDING & BYLAW**

- 33-37            Property Maintenance Contravention – 2533 East Island Highway – Area ‘E’.  
  
*Delegations wishing to speak to Property Maintenance Contravention at 2533 East Island Highway – Area ‘E’.*
- 38-39            Animal Control – Service Delivery in Districts 68 & 69.

**WATER AND WASTEWATER SERVICES**

**WATER**

- 40-41 Drinking Water & Watershed Protection Service - 2009 Team WaterSmart Activities.  
42-45 Nanoose Bay Peninsula Water Service - Connection Policy.

**WASTEWATER**

- 46-53 Bylaws No. 1124.10 & 889.54 – Amend the Surfside & Northern Community Sewer Service Establishment Bylaws to Include an Area ‘G’ Property.  
54-59 Bylaw No. 1583 – Establishes a Storm Water Management Service in a Portion of Area ‘A’ (Cedar Estates Development).

**ENGINEERING**

- 60-64 Bylaw No. 791.18 – Amends the Rural Streetlighting Service Establishment Bylaw to Include an Area ‘E’ Property.

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

- 65-70 Minutes of the District 69 Recreation Commission meeting held October 15, 2009. (for information)

**District 69 Recreation Youth Grants**

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

<u>Community Group</u>	<u>Amount Recommended</u>
<i>Associated Family &amp; Community Support Services</i>	<i>\$ 1,600</i>
<i>Associated Family &amp; Community Support Services</i>	<i>\$ 1,500</i>
<i>German Ju Jitsu Foundation</i>	<i>\$ 1,500</i>
<i>Kumbana Marimba Youth Band</i>	<i>\$ 3,250</i>
<i>Oceanside Kidfest Society</i>	<i>\$ 1,293</i>
<i>Rough Diamonds Creative Arts Society</i>	<i>\$ 1,560</i>

**District 69 Recreation Community Grants**

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

<u>Community Group</u>	<u>Amount Recommended</u>
<i>Coombs Halloween Candy Walk</i>	<i>\$ 1,500</i>
<i>Lighthouse Floor Curlers</i>	<i>\$ 1,800</i>
<i>Nanoose Place Landscaping Project</i>	<i>\$ 2,500</i>
<i>Parksville Lawn Bowling Club</i>	<i>\$ 1,390</i>

3. *That the Regional District denies The Parksville Qualicum Foundation - The Hand proposal to change the project and request the return of the \$1,850 RDN Recreation Grant provided June 2009.*
4. *That staff approach the Parksville Qualicum Community Foundation Youth Action Committee – The Hand, to discuss possible collaboration with regard to the Youth Services Review and to further discuss their grant application and to advise them the \$1,850 funds will be reserved for a future application by the group, should they decide to reapply.*

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

71-72 Minutes of the East Wellington/Pleasant Valley Parks and Open Space Advisory Committee meeting held September 24, 2009. (for information)

**Nanoose Bay Parks and Open Space Advisory Committee.**

73-74 Minutes of the Nanoose Bay Parks and Open Space Advisory Committee meeting held October 5, 2009. (for information)

*That staff be directed to contact Strata #3393 Council to discuss the possible development of a land use agreement or easement on the Strata's Common Property that would provide public access to Schooner Ridge Community Park and Trail from Rockhampton Road.*

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

75-77 Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held September 29, 2009. (for information)

*That staff be directed to apply to Ministry of Transportation and Infrastructure for a permit to create the Tunnel Trail, as presented by Gabriola Land and Trails Trust.*

**Electoral Area 'G' Parks and Open Space Advisory Committee.**

78-79 Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held October 15, 2009. (for information)

**District 69 Community Justice Select Committee.**

80-81 Minutes of the District 69 Community Justice Select Committee meeting held October 27, 2009. (for information)

1. *That a Grant-in-Aid from the remaining 2009 Electoral Area 'H' funds in the amount of \$1,195, be approved to the Spider Lake Community Association. Grant funding is to be used to purchase signage to improve road safety on Spider Lake, Turnbull and Shayla Roads and fire prevention signage for Spider and Illusion Lake Parks.*

2. *That the grant application for the Arrowsmith Agricultural Association Society be denied.*
3. *That the grant application for the Citizens on Patrol Society for \$9,000 be approved. Grant funding is to be allocated proportionately in Electoral Area's 'E', 'F', 'G', 'H', City of Parksville and Town of Qualicum Beach, as outlined in their submission.*
4. *That the grant application for the Arrowsmith Community Enhancement Society (ACES), be approved with funds provided from the balance remaining in the Electoral Area 'F' 2009 funding envelope. Grant funding is to be used to purchase a portable safety kitchen for various events.*
5. *That the District 69 Community Justice Select Committee recommends that the requisition for funding to support the Victims Services be increased by an additional \$22,500 in 2010.*
6. *That a letter be sent to the Provincial Government, local MLA's and news editors highlighting the Regional District's increased financial commitment to community safety despite our concerns that the Province continues in both direct and indirect ways to increase local taxpayer costs, in this instance by insufficiently funding training for Victim's Services and Restorative Justice programs*

#### **ADDENDUM**

#### **BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

#### **NEW BUSINESS**

#### **BOARD INFORMATION (Separate enclosure on blue paper)**

#### **ADJOURNMENT**

#### **IN CAMERA**

*That pursuant to Sections 90(1) (e) and (g) of the Community Charter the Board proceed to an In Camera Committee meeting to consider items related to land and legal issues.*

**Armstrong, Jane**

**From:** Vaughan Roberts [vroberts.parkcity@shaw.ca]  
**Sent:** November 3, 2009 3:14 PM  
**To:** Armstrong, Jane  
**Cc:** Helen Sims; Bernie Walsh  
**Subject:** Re: Appearing as RDN Board Delegation

Jane,

Please consider this as our request to appear as a delegation to the November 10, 2009 CoW meeting.

1. Vaughan Roberts, 852 Breakwater Road, Parksville, B.C. V9P 1Z8 250-248-3580.
2. Presentation: Nuttal Ridge Streetlighting
3. Topics To Include; Light Intensities, Spacing of Lights, Height of Lights, Location of Lights, Security Issues, Road Type, Local Residents Petitioned and Comments received.
4. My Company is ParkCity Engineering Ltd. and we are representing the developer "Walbern Management Inc"

If you require any further information please contact me.

Thanks,

**Vaughan Roberts, P.Eng.**

**PARKCITY ENGINEERING LTD.**

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, OCTOBER 13, 2009 AT 7:00 PM  
IN THE RDN BOARD CHAMBERS

**Present:**

Director J. Stanhope	Chairperson
Director J. Burnett	Electoral Area A
Director G. Rudischer	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director L. Biggemann	Electoral Area F
Director D. Bartram	Electoral Area H
Director E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director J. Ruttan	City of Nanaimo
Director L. Sherry	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director J. Kipp	City of Nanaimo

**Also in Attendance:**

C. Mason	Chief Administrative Officer
M. Pearse	Senior Manager, Corporate Administration
N. Avery	Gen. Manager of Finance & Information Services
J. Finnie	General Manager of Water & Wastewater Services
D. Trudeau	General Manager of Transportation & Solid Waste
P. Thorkelsson	General Manager of Development Services
T. Osborne	General Manager of Recreation & Parks
N. Tonn	Recording Secretary

**MINUTES**

MOVED Director McNabb, SECONDED Director Holme, that the minutes of the regular Committee of the Whole meeting held September 8, 2009 be adopted.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Liz Williams, City of Nanaimo, re Request for Additional Bus Service.**

MOVED Director Westbroek, SECONDED Director Holdom, that the correspondence from the City of Nanaimo requesting additional bus service to accommodate the Torch Relay Community Celebrations, be received.

CARRIED

**Andrew Brown, Mount Arrowsmith Biosphere Foundation, re RDN Appointment to Mount Arrowsmith Biosphere Foundation.**

MOVED Director Westbrook, SECONDED Director Holdom, that the correspondence from the Mount Arrowsmith Biosphere Foundation requesting that a RDN representative be appointed to the Foundation, be received.

CARRIED

***CORPORATE ADMINISTRATION SERVICES***

**RDN Strategic Plan Update.**

The Chief Administrative Officer provided Committee members with a draft copy of the RDN Board Strategic Plan for their review and will present an overview to all members at the Regional Growth Strategy Forum scheduled for October 17<sup>th</sup>.

***FINANCE AND INFORMATION SERVICES***

**FINANCE**

**Bylaw No. 1582 – To Establish a Reserve Fund for the Emergency Planning Service.**

MOVED Director Burnett, SECONDED Director Bartram, that “Emergency Planning Service Capital Reserve Fund Bylaw No. 1582, 2009” be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that “Emergency Planning Service Capital Reserve Fund Bylaw No. 1582, 2009” be adopted.

CARRIED

**Bylaws No. 794.07, 821.07, 1001.03 – To Amend the Boundaries of the French Creek, Errington and Parksville Fire Protection Service Areas.**

MOVED Director Westbrook, SECONDED Director Mayne, that “French Creek Fire Protection Local Service Area Boundary Amendment Bylaw No. 794.07, 2009” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Westbrook, SECONDED Director Mayne, that “Errington Fire Protection Local Service Area Amendment Bylaw No. 821.07, 2009” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Westbrook, SECONDED Director Mayne, that “Parksville (Local) Fire Protection Local Service Area Boundary Amendment Bylaw No. 1001.03, 2009” be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

**Dashwood Fire Protection Service – Renewal of Agreement to Provide Fire Hydrant Maintenance Services to the Little Qualicum Waterworks District.**

MOVED Director Bartram, SECONDED Director Burnett, that the renewal of a fire hydrant maintenance agreement between the Regional District of Nanaimo and the Little Qualicum Waterworks District covering an initial renewal period of January 1, 2007 to December 31, 2012 be approved as presented.

CARRIED

**Bow Horn Bay, Coombs Hilliers, Dashwood, Errington & Nanoose Bay Fire Protection Services – Agreement for Provision of First Responder Services.**

MOVED Director Holme, SECONDED Director Bartram, that the Board approve entering into a Consent and Indemnity Agreement with the Emergency and Health Services Commission for the purposes of First Responder Services, on behalf of the Bow Horn Bay, Dashwood, Coombs Hilliers, Errington and Nanoose Bay volunteer fire departments.

CARRIED

**INFORMATION SERVICES**

**Lease Agreement Renewal – Rogers Communication Tower.**

MOVED Director McNabb, SECONDED Director Bestwick, that the amended Statutory Right of Way Agreement with Rogers Communications Inc. be approved as presented.

CARRIED

**DEVELOPMENT SERVICES**

**BUILDING & BYLAW**

**Notice of Building Bylaw Contravention – 1531 Harold Road – Area ‘A’.**

Ms. Wong advised the Committee that correspondence has been sent to the RDN with respect the above noted property from the property owners’ lawyers. Copies were provided, and the General Manager of Development Services read them aloud to the Committee members.

MOVED Director Ruttan, SECONDED Director Bestwick, that this item be referred back to staff as new information has come forward.

DEFEATED

MOVED Director Burnett, SECONDED Director Holme, that staff be directed to register a Notice of Bylaw Contravention on title pursuant to Section 57 of the *Community Charter* and that legal action be taken if necessary to ensure Lot A (see EJ72536), Section 12, Range 7, Cranberry District, Plan 27070, is in compliance with “Regional District of Nanaimo Building Regulation & Fees Bylaw No. 1250, 2001”.

CARRIED



***TRANSPORTATION AND SOLID WASTE SERVICES***

**SOLID WASTE**

**Solid Waste Collection & Recycling Service – Authority to Negotiate Garbage, Food Waste and Recycling Collection Contract.**

MOVED Director Westbrook, SECONDED Director McNabb, that the Board direct staff to negotiate a contract with Waste Services (Ca) Inc. for the collection of garbage, food waste and recyclables from all customers currently being provided garbage collection.

CARRIED

MOVED Director Westbrook, SECONDED Director McNabb, that contract negotiations include recycling and food waste collection services for the Town of Qualicum Beach and District of Lantzville as requested by those municipal Councils.

CARRIED

***WATER AND WASTEWATER SERVICES***

**WATER**

**Drinking Water Protection Service – Toilet Rebate Incentive Program.**

MOVED Director Bartram, SECONDED Director Kipp, that the Board approve the proposed Toilet Rebate Program for the RDN Electoral Areas.

CARRIED

**Northern & Southern Community Sewer Services – Renewal of Agreement to Supply Ferrous Chloride.**

MOVED Director McNabb, SECONDED Director Biggemann, that the agreement between the RDN and Tree Island Industries Ltd. for the supply of ferrous chloride be renewed for an additional five year term.

CARRIED

**Bylaws No. 1124.09 and 889.53 – To Extend the Boundaries of the Surfside and Northern Community Sewer Services to Include an Area ‘G’ Property.**

MOVED Director Holme, SECONDED Director McNabb, that “Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.09, 2009” be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director McNabb, that “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.53, 2009” be introduced and read three times.

CARRIED

**WASTEWATER**

**Madrona/Wall Beach – Sewer Service Petition Results.**

MOVED Director Holme, SECONDED Director Sherry, that the Board receive the staff report on the Madrona/Wall Beach Sewer Service Petition for information and direct staff to abandon the sewer service initiative for the Madrona/Wall Beach area due to insufficient petition results supporting a sewer service.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission.**

MOVED Director Bartram, SECONDED Director Westbrook, that the minutes of the District 69 Recreation Commission meeting held September 17, 2009 be received for information.

CARRIED

MOVED Director Bartram, SECONDED Director Johnstone, that \$1,500 from the District 69 Recreation Grants Program be provided to the Rough Diamonds Project.

CARRIED

MOVED Director Bartram, SECONDED Director Johnstone, that the Terms of Reference for the Youth Recreation Services Plan be approved.

CARRIED

MOVED Director Bartram, SECONDED Director Johnstone, that staff be directed to issue a Request for Proposal for a Project Consultant for the development of a Youth Recreation Services Plan for District 69.

CARRIED

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

MOVED Director Burnett, SECONDED Director Ruttan, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture meeting held September 23, 2009 be received for information.

CARRIED

**Costume Storage Funding and Yellow Point Drama Group.**

MOVED Director Burnett, SECONDED Director Ruttan, that the \$1,500 used to construct the costume storage room for the Yellow Point Drama Group at Cedar Community Hall be funded by the Area 'A' Community Parks Function.

CARRIED

**Cedar Heritage Centre Lease Renewal.**

MOVED Director Burnett, SECONDED Director Holme, that staff be directed to meet with the Cedar School and Community Enhancement Society and report back with amended conditions including potentially providing office space for Area 'A' Recreation and Culture Services.

CARRIED

MOVED Director Burnett, SECONDED Director Holme, that staff be directed to review other possible facility management options or uses for the Cedar Heritage Centre.

CARRIED

**Cedar Skate Park Funding.**

MOVED Director Burnett, SECONDED Director McNabb, that the Regional District fund up to \$139,000 or 1/3 of the project's \$417,000 project costs from the Electoral Area 'A' Community Parks operational reserve fund and the remaining project funds be raised by the Cedar Skateboard Park Association through donations, in-kind contributions and applicable government and community grants.

CARRIED

**Grants-in-Aid Advisory Committee.**

MOVED Director Young, SECONDED Director Westbrook, that the minutes of the Grants-in-Aid Advisory meeting held October 5, 2009 be received for information.

CARRIED

**District 68**

MOVED Director Young, SECONDED Director Westbrook, that the following grants be awarded:

<b>Name of Organization</b>	<b>Amount Recommended</b>
Jonanco Hobby Workshop Association	\$ 500
Nanaimo Parent Participation Preschool	\$ 1,000
Silva Bay Shipyard School	\$ 540
Vancouver Island Dyslexia Association	\$ 480
	<u>\$ 2,520</u>

CARRIED

**District 69**

MOVED Director Young, SECONDED Director Westbrook, that the following grants be awarded:

<b>Name of Organization</b>	<b>Amount Recommended</b>
BCSPCA	\$ 1,505
Dolittle Square Committee	\$ 965
Oceanside Community Arts Council	\$ 1,801
Nanoose Bay Catspan	\$ 2,929
	<u>\$ 7,200</u>

CARRIED

MOVED Director Young, SECONDED Director Westbrook, that in order to meet the anticipated increase for grant-in-aid funding requests from community volunteers, the Grants-in-Aid Committee recommends that the general grant-in-aid funding amount for District 68 and District 69 be increased by 10% in 2010.

CARRIED

**Regional Liquid Waste Advisory Committee.**

MOVED Director Holme, SECONDED Director Burnett, that the minutes of the Regional Liquid Waste Advisory Committee meeting held September 3, 2009 be received for information.

CARRIED

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**City of Nanaimo Request for Additional Bus Service.**

MOVED Director Ruttan, SECONDED Director McNabb, that the RDN provide additional bus service to and from the downtown core on the evening of October 31, 2009 to help decrease traffic during the Torch Relay Community Celebrations at Maffeo Sutton Park.

CARRIED

**RDN Appointment to Mount Arrowsmith Biosphere Foundation.**

MOVED Director Westbrook, SECONDED Director McNabb, that Director Biggemann be appointed as the RDN representative to the Mount Arrowsmith Biosphere Foundation.

CARRIED

**IN CAMERA**

MOVED Director Holme, SECONDED Director McNabb, that pursuant to Section 90(1)(e) of the *Community Charter* the Board proceed to an In Camera meeting to consider items related to land issues.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director McNabb, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 7:47 PM

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CHAIRPERSON



MEMORANDUM		TO: [ ]
FROM: [ ]		DATE: [ ]
CC: [ ]	✓	Nov 10 '09
SUBJECT: [ ]		
BY: [ ]	[ ]	[ ]
BOARD: [ ]	[ ]	[ ]

**MEMORANDUM**

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

**DATE:** October 27, 2009

**FROM:** W. Idema  
Manager, Financial Reporting

**FILE:**

**SUBJECT:** Operating Results for the Period Ending September 30, 2009

**PURPOSE**

To present a summary of the operating results for the period ending September 30, 2009.

**BACKGROUND**

This report provides information on the operating results for the period January 1<sup>st</sup> to September 30<sup>th</sup>, 2009. Attached as appendices to this report are the following:

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

Quarterly statements are prepared primarily on a cash paid/cash received basis. Exceptions to the cash basis include property taxes and debt payments, which are accrued each month and prior year surpluses (deficits), which are recorded in full at the beginning of the year.

Assuming an even distribution of revenues and expenses throughout the year, the current financial performance benchmark would be approximately 75% versus budget. Where significant variances have been observed, staff have provided comments in the individual sections below.

**Overall Summary by Division (Appendix 1)**

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

*Revenues*

Property tax revenues are received in August, but accrued monthly and are therefore at the expected 75% benchmark. Referring to the Total Revenue Fund column, the category of 'Grants/Operating/Other' revenues stands at 53% overall. This is largely a result of development cost charges (DCC's) and grants which have not yet been drawn on for a number of capital projects. This result is fairly typical of capital financing at this point in the year with some projects carrying over into 2010.

### *Expenditures*

Expenditure items which stand out at the overall level include Professional Fees (34%), Vehicle & Equipment Operations and Maintenance (57%), Other Operating Costs (53%), Recreation Programs (39%), Capital Expenditures (32%) and Transfers to Reserve Funds (92%).

Professional fees include the Regional District's annual audit, landfill leachate and gas monitoring, regional parks management plans, a variety of electoral area planning initiatives, the Regional Growth Strategy review and allowances for legal fees. This pattern of expenditures is consistent with previous years as these projects tend to cover several months and much of the work begins in late summer.

Vehicle and Equipment Operations and Maintenance expenditures reflect lower than expected fuel costs. The Recreation Program spending variance will normalize through the fall as more costs for summer programs are recorded.

For accounting purposes, Transfers to Reserve are recorded on August 1 and are fully reflected in this quarterly update.

### **Summary of Operating Results by Department (Appendix 2)**

This appendix lists the total year to date revenues and expenditures for functions within each organizational division. This listing illustrates at a glance the overall status of an individual service as at September 30 compared to the overall budget for that service.

### **Departmental Details (Appendices 3 – 7)**

Appendices 3 to 7 provide summaries for each service grouped by organizational division.

#### **Appendix 3 - Corporate Services**

*Year to Date Grants/Operating/Other Revenues for this division are below the benchmark at 62%.*

Grants/Operating/Other Revenues for General Administration are at 70%. Revenues in this budget consist of interdepartmental recoveries which are at the benchmark and in 2010, reserve fund transfers for the building expansion (at 66%) and interest on investments. Interest income is expected to be lower than budget at \$250,000 versus \$385,000.

*Year to Date Total Expenditures for this division are below the benchmark at 65%.*

Grants in Aid are at 55%. The balance of grants were approved in October. Professional Fees are at 25% reflecting billings not yet received for the District's annual audit, a telephone system study and First Nations protocol agreements.

Capital Expenditures are at 59% of budget simply due to the timing of progress billings on the building expansion project. Vehicle & Equipment Operations and Maintenance are at 45% largely due to lower than benchmark expenses among fire department accounts. A number of purchases are underway which will change that status by year end. Other Operating Costs are at 18% of budget. Other Operating Costs include practice pay allowances and honorariums for fire departments which are paid in December.

#### **Appendix 4 - Development Services**

*Year to Date Grants/Operating/Other Revenues for this division are below the benchmark at 58%.*

The main factor in the below benchmark revenue performance for the division relates to Community Works funded study initiatives where the revenues are recorded to match project expenditures as they occur. Community Works projects include the following:

Bylaw 500 Update	Village Planning (Area H)
Affordable Housing Strategy	Official Community Plan Studies (Area A)
Green Building & Public Awareness	

With the exception of the Bylaw 500 Update, progress is being made on all of these projects.

#### Building Inspection Services:

Building permit fee revenues received stand at \$510,390 which is below the budget benchmark at 57%. Year to date permit revenues are also 27% lower than the same period in 2008 (September 2008 - \$695,670). As reported earlier by the department, summer activity was reasonably strong and staff are closely monitoring projections to the end of the year. At this time, it looks likely that the early staff adjustments and significant restraint in all other departmental expenditures will result in the department exceeding the lowered budget forecast identified earlier this year.

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

Professional Fees (53%) are below the benchmark largely because of unused legal services allowances in planning services, as well as the deferral of the Bylaw 500 update. Wages and Benefits are below the benchmark at 69% related to the Community Works projects and as a result of the staff reductions in Building Inspection Services.

#### Appendix 5 - Water & Wastewater Services

*Year to Date Grants/Operating/Other Revenues for this division are below benchmark at 26%.*

Revenues for Water and Wastewater Services are below the budget benchmark due to the timing of transferring approximately \$5.5 million from Development Cost Charge reserves and \$2.3 million in Gas Tax Grant revenues as offsets to capital project expenditures. Three very large wastewater services projects are underway, the Southern Community Departure Bay Pump Station upgrade (\$1.8 million – DCC's), the Southern Community cogeneration project (\$2.9 million - \$2.3M Gas Tax Grants and \$350K FCM Grant) and the Northern Community (French Creek) Lee Road Pump Station Upgrade (\$1.4 million – DCC's).

With respect to Sewer Utilities, Grants, Operating and Other revenues are at 96% of budget following the May annual billing. Grants, Operating and Other revenues for Water Services are at 83% of budget compared to 89% at this time in 2008. Some water billings remain to be generated to the end of the year. This pattern is consistent with the prior year.

*Year to Date Expenditures for this division are below the benchmark at 46%.*

The comments above with respect to recording grant and development cost charge revenues against capital projects are also reflected in the current balance in capital expenditures (17%).

Appendix 6 - Recreation and Parks Services

*Year to Date Grants/Operating/Other Revenues for this division are below the benchmark at 67%.*

Revenues budgeted for Regional Parks include grant revenues from the second phase of the Province's Community Tourism program (\$220,000) which will be fully accounted for after the work is completed throughout the fall and into 2010 – this line item is only at 26% of budget at this time.

Oceanside Place Operating/Other Revenues are at 67% which is typical at this time of year, as their revenue stream increases through the remainder of the year. All other recreation facility revenues (Grants/Operating/Other) are within the benchmark expectations at this time.

Grants/Operating/Other Revenues for the Southern Community Recreation and Culture services are lower than budgeted (9%) because the Hotel Tax is now flowing directly to Oceanside Tourism rather than through the Regional District. This has no net impact on our annual budget.

*Year to Date Expenditures for this division are below benchmark at 68%.*

Expenditures for Oceanside Place (73%), Ravensong Aquatic Center (73%) and D69 Recreation Coordination (77%) are close to the benchmark, while those for Regional Parks (43%), Area 'A' Recreation (33%) and Community Parks (57%) are below the benchmark.

Community and Regional Parks expenditures show a seasonal pattern where the bulk of expenditures are incurred in the summer and fall. Area 'A' Recreation expenses are lower because a proposed staff position was filled later than expected. The Gabriola Island (88%) and Southern Community Recreation and Culture (95%) expenses are above budget because annual transfers for municipal sports fields and Harbourfront Theatre agreements are transferred in August.

Appendix 7 - Transportation and Solid Waste Services

*Year to date Grants/Operating/Other Revenues for Transportation Services at 58% and Solid Waste Disposal Services at 53% are below benchmark.*

The largest source of external revenues for the Regional District is the Transportation and Solid Waste division, in particular the Solid Waste service. The table below provides a snapshot of year to date revenues compared to the same period in 2008.

Function	2009 YTD	2009 Annual Budget	% of Budget	2008 YTD	% of Budget
Solid Waste Disposal Fees	\$6,080,610	\$9,444,750	64%	\$6,724,580	69%
Garbage & Recycling Collection Services	\$2,341,970	\$2,426,040	97%	\$2,202,950	95%
BC Transit Operating Grants	\$3,084,620	\$4,800,000	64%	\$3,117,200	77%
Transit Fare Revenue	\$2,662,210	\$3,592,420	74%	\$2,623,840	75%

Solid Waste landfill disposal fees at 64% of budget are below the benchmark reflecting the general decline in economic activity. Garbage collection/recycling operating revenues by contrast are at 97% because this program is funded by flat annual user fees, which were billed in May.



Transit fare revenue is just below the benchmark at 74% and BC Transit operating grants are below the benchmark at 64%. Both of these budget line items are slightly lower because service expansions budgeted to begin in July, took place in September.

*Year to Date Expenditures for Transportation Services at 61% and for Solid Waste Disposal Services at 51% are both below the benchmark.*

Both Transportation and Solid Waste Services have large capital projects underway and both service areas are below the benchmark status at 38% respectively for capital expenditures. This is reflective of timing for the projects.

Vehicle Operating costs are at 58% for Transportation Services largely as a result of lower than forecast fuel prices.

Expenditures for Solid Waste Disposal Services are at 51% overall. The most significant contributors to the below benchmark performance are lower than anticipated operating expenses. A number of line items related to removing recyclables from the disposal facilities are considerably lower than budget at this time. This is partly seasonal and partly reflects lower volumes of economic activity in the community. Fuel costs are also considerably lower than forecast at this date.

Solid Waste Collection and Recycling expenditures are below the benchmark at 65% as a result of the timing of payments to waste management contractors. The budget will be fully expended by year end.


## SUMMARY


The attached appendices reflect the operating activities of the Regional District recorded up to September 30, 2009. Appendix 1 summarizes the overall results across the organization. To date 66% of budgeted revenues and 57% of budgeted expenditures have been recorded. Grants/Operating/Other Revenues (53%) are below the benchmark, for seasonal and other timing reasons noted above.

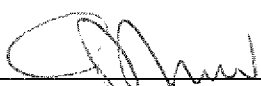
Expenditures across all services are lower overall (57%) due to the timing of billings and/or commencement dates for capital projects (32%). Across all services, Wages and Benefits are at 73% of budget for the year, which is in line with expectations.

## RECOMMENDATION

That the summary report of financial results from operations to September 30, 2009 be received for information.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
General Manager

  
\_\_\_\_\_  
C.A.O. Concurrence

# REGIONAL DISTRICT OF NANAIMO

GENERAL REVENUE FUND  
September 30, 2009

	CORPORATE SERVICES			DEVELOPMENT SERVICES			WATER & WASTEWATER SERVICES			RECREATION & PARKS SERVICES			TRANSPORTATION AND SOLID WASTE SERVICES			TOTAL REVENUE FUND		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>																		
TAX REQUISITION	\$ 4,002,552	\$ 5,336,716	75%	\$ 1,485,414	\$ 2,002,030	74%	\$ 8,467,794	\$ 11,290,345	75%	\$ 5,240,001	\$ 6,986,374	75%	\$ 4,398,579	\$ 5,884,770	75%	\$ 23,594,340	\$ 31,480,235	75%
GRANTS/OPERATING/OTHER	6,781,152	10,891,255	62%	1,031,064	1,777,315	58%	2,748,645	10,435,643	26%	\$ 1,229,517	\$ 1,823,185	67%	\$ 18,577,767	\$ 31,973,259	58%	30,368,145	56,901,657	53%
RETAINED EARNINGS	1,358,017	1,358,190	100%	1,575,037	1,575,035	100%	4,330,869	4,268,600	101%	\$ 1,233,288	\$ 1,233,290	100%	\$ 3,126,037	\$ 3,126,030	100%	11,623,268	11,561,345	101%
<b>TOTAL REVENUES</b>	<b>12,141,721</b>	<b>17,586,161</b>	<b>69%</b>	<b>4,091,515</b>	<b>5,354,380</b>	<b>76%</b>	<b>15,547,328</b>	<b>25,995,788</b>	<b>60%</b>	<b>7,702,806</b>	<b>10,042,849</b>	<b>77%</b>	<b>26,102,383</b>	<b>40,964,059</b>	<b>64%</b>	<b>65,585,753</b>	<b>99,943,237</b>	<b>66%</b>
<b>EXPENSES</b>																		
OFFICE OPERATING	\$ 674,054	\$ 988,921	67%	\$ 416,515	\$ 754,831	55%	\$ 611,809	\$ 938,514	65%	\$ 447,169	\$ 616,001	73%	\$ 2,465,293	\$ 3,203,305	77%	\$ 4,616,840	\$ 6,511,572	71%
COMMUNITY GRANTS	18,610	34,005	55%	0	0		0	0		50,650	86,720	58%	0	0		69,260	120,725	57%
LEGISLATIVE	220,539	295,320	75%	0	0		0	0		0	0		0	0		220,539	295,320	75%
PROFESSIONAL FEES	73,705	291,245	25%	308,443	587,910	53%	113,466	649,912	17%	150,720	400,500	38%	170,940	443,465	39%	818,274	2,373,032	34%
BUILDING - OPER & MAINT	142,261	224,560	63%	46,271	84,325	55%	154,089	259,489	59%	464,622	686,852	68%	222,334	363,100	61%	1,029,577	1,618,326	64%
VEH & EQUIP - OPER & MAINT	117,712	264,206	45%	29,644	41,065	72%	512,491	708,314	72%	123,617	223,765	55%	2,477,235	4,455,517	56%	3,260,699	5,692,867	57%
OTHER OPERATING COSTS	39,962	225,800	18%	130,092	227,450	57%	1,915,397	3,018,086	63%	201,500	601,161	34%	2,809,708	5,514,555	51%	5,096,659	9,567,032	53%
WAGES & BENEFITS	1,867,386	2,479,471	75%	1,711,926	2,484,293	69%	2,479,924	3,498,204	71%	2,538,697	3,579,065	71%	8,052,916	10,643,788	74%	16,650,849	22,884,821	73%
RECREATION PROGRAMS	0	0		0	0		0	0		48,497	125,260	39%	0	0		48,497	125,260	39%
CAPITAL EXPENDITURES	2,010,473	3,428,290	59%	56,609	115,250	49%	1,933,584	11,165,686	17%	131,658	607,910	22%	4,592,344	12,004,095	38%	8,724,668	27,321,231	32%
DEBT FINANCING-INTEREST	1,569,767	3,030,060	52%	0	0		770,867	1,115,620	69%	437,087	584,220	75%	61,758	164,700	37%	2,839,479	4,894,600	58%
DEBT FINANCING-PRINCIPAL	1,010,468	1,957,630	52%	0	0		587,646	852,760	69%	389,673	493,080	79%	0	90,730		1,987,787	3,394,200	59%
DEBT FINANCING-EXCHANGE	0	0		0	0		0	0		0	0		0	0		0	0	
CONTINGENCY	0	15,790		0	0		0	0		0	0		0	295,595		0	311,385	
TRANSFER TO RESERVE FUND	350,430	350,431	100%	39,905	39,905	100%	1,919,926	1,895,003	101%	122,150	122,150	100%	1,584,845	1,977,445	80%	4,017,256	4,384,934	92%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0		0	0		0	0	
TFR TO OTHER GOVT/AGENCIES	3,025,325	3,512,280	86%	6,000	3,000	200%	0	0		1,418,184	1,455,090	97%	0	0		4,449,509	4,970,370	90%
<b>TOTAL EXPENDITURES</b>	<b>11,120,692</b>	<b>17,108,009</b>	<b>65%</b>	<b>2,748,405</b>	<b>4,338,029</b>	<b>63%</b>	<b>10,999,199</b>	<b>24,101,568</b>	<b>46%</b>	<b>6,524,224</b>	<b>9,581,774</b>	<b>68%</b>	<b>\$ 22,437,373</b>	<b>39,356,295</b>	<b>57%</b>	<b>53,829,893</b>	<b>94,485,675</b>	<b>57%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$ 1,021,029</b>	<b>\$ 478,152</b>		<b>\$ 1,343,110</b>	<b>\$ 1,016,351</b>		<b>\$ 4,548,129</b>	<b>\$ 1,894,220</b>		<b>\$ 1,178,582</b>	<b>\$ 461,075</b>		<b>\$ 3,665,010</b>	<b>\$ 1,607,764</b>		<b>\$ 11,755,860</b>	<b>\$ 5,457,562</b>	

**REGIONAL DISTRICT OF NANAIMO**  
**SUMMARY OF OPERATING RESULTS**  
September 30, 2009

	Revenues			Expenditures			Surplus	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget
<b><u>CORPORATE SERVICES</u></b>								
General Administration	5,708,206	7,664,175	74%	4,872,508	7,358,223	66%	835,698	305,952
Electoral Areas Only	319,047	360,130	89%	164,880	231,170	71%	154,167	128,960
Public Safety								
D68 E911	76,119	95,975	79%	57,547	81,910	70%	18,572	14,065
D69 E911	384,194	510,125	75%	505,915	510,125	99%	-121,721	0
Community Justice	45,174	60,116	75%	60,000	60,115	100%	-14,826	1
Fire Protection - Volunteer								
Coombs-Hilliers	206,550	275,405	75%	262,187	275,405	95%	-55,637	0
Errington	171,806	241,000	71%	226,232	241,000	94%	-54,426	0
Nanoose	300,961	393,635	76%	129,391	393,635	33%	171,590	0
Dashwood	239,983	319,260	75%	279,210	319,260	87%	-39,227	0
Meadowood	80,853	97,100	83%	9,375	97,100	10%	71,478	0
Extension	175,008	204,585	86%	89,143	204,585	44%	85,865	0
Nanaimo River	30,845	34,045	91%	14,476	34,045	43%	16,369	0
Bow Horn Bay	143,828	193,300	74%	193,222	193,300	100%	-49,394	0
Fire Protection - Service Contracts								
French Creek (Area G)	328,234	412,280	80%	308,622	388,105	80%	19,612	24,175
Parksville Local (Area G)	86,200	113,390	76%	82,676	113,390	73%	3,524	0
Yellowpoint (Area A)	172,135	234,000	74%	175,382	234,000	75%	-3,247	0
Wellington (Area D)	40,232	52,345	77%	51,520	47,345	109%	-11,288	5,000
Regional Library	1,069,659	1,426,210	75%	1,069,659	1,426,210	75%	0	0
Feasibility Studies								
Electoral Area E	-947	0		2,185	0		-3,132	0
Electoral Area G	8,865	11,815	75%	11,815	11,816	100%	-2,950	-1
Municipal Debt Transfers	2,538,621	4,865,770	52%	2,538,622	4,865,770	52%	-1	0
House Numbering	16,128	21,500	75%	16,125	21,500	75%	3	0
	<b>12,141,721</b>	<b>17,586,161</b>	<b>69%</b>	<b>11,120,692</b>	<b>17,108,009</b>	<b>65%</b>	<b>1,021,029</b>	<b>478,152</b>
<b><u>DEVELOPMENT SERVICES</u></b>								
EA Community Planning	1,396,469	1,694,090	82%	942,380	1,463,732	64%	454,089	230,358
Community Works Fund - Dev Svcs	138,762	406,550	34%	143,382	406,551	35%	-4,620	-1
Regional Growth Management	560,369	651,270	86%	234,919	441,554	53%	325,450	209,716
Emergency Planning	318,161	359,715	88%	291,062	302,895	96%	27,099	56,820
Search & Rescue	17,491	24,235	72%	16,000	24,000	67%	1,491	235
Building Inspection	1,262,932	1,692,435	76%	835,234	1,262,977	66%	447,698	429,458
Bylaw Enforcement								
Animal Control F	18,446	21,720	85%	33,694	15,470	218%	-15,248	6,250
Animal Control A,B,C&D	75,787	88,970	85%	36,711	61,490	60%	39,076	27,480
Animal Control E,G&H	81,882	100,175	82%	60,196	87,810	69%	21,686	12,365
Nuisance Premises	22,128	26,110	85%	5,101	10,285	50%	17,027	15,825
Hazardous Properties	4,720	8,190	58%	3,623	7,605	48%	1,097	585
Noise Control								
Electoral Area A	14,105	15,165	93%	4,217	5,655	75%	9,888	9,510
Electoral Area B	8,090	9,145	88%	3,719	5,300	70%	4,371	3,845
Electoral Area C	13,509	15,460	87%	4,152	5,655	73%	9,357	9,805
Electoral Area E	8,264	9,185	90%	3,600	5,085	71%	4,664	4,100
Electoral Area G	4,680	6,240	75%	4,695	6,240	75%	-15	0
General Enforcement	125,720	204,225	62%	125,720	204,225	62%	0	0
	<b>4,091,515</b>	<b>5,332,850</b>	<b>77%</b>	<b>2,748,405</b>	<b>4,316,529</b>	<b>64%</b>	<b>1,343,110</b>	<b>1,016,351</b>

REGIONAL DISTRICT OF NANAIMO  
SUMMARY OF OPERATING RESULTS  
September 30, 2009

	Revenues			Expenditures			Surplus	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget
<b>WATER &amp; WASTEWATER</b>								
Water & Wastewater Administration	204,435	284,500	72%	204,436	284,500	72%		0
Wastewater Management								
Wastewater Management Plan	173,099	173,720	100%	127,046	173,720	73%	46,053	0
Southern Community Wastewater	5,356,704	11,357,900	47%	4,344,081	10,753,789	40%	1,012,623	604,111
Northern Community Wastewater	3,870,016	7,147,320	54%	3,204,486	7,028,010	46%	665,530	119,310
Duke Point Wastewater	202,238	238,370	85%	86,936	161,224	54%	115,302	77,146
Water Supply								
Nanoose	23,844	23,845	100%	24,322	11,920	204%	-478	11,925
French Creek	211,506	222,695	95%	71,139	146,064	49%	140,367	76,631
Surfside	34,273	37,825	91%	15,863	25,299	63%	18,410	12,526
Decourcey	7,801	9,579	81%	3,708	9,195	40%	4,093	384
San Pareil	220,393	233,775	94%	114,884	184,546	62%	105,509	49,229
Driftwood	6,142	8,135	76%	5,886	7,850	75%	256	285
Englishman River	218,740	205,532	106%	56,951	100,084	57%	161,789	105,448
Meirose Terrace	26,206	30,830	85%	13,907	28,260	49%	12,299	2,570
Nanoose Peninsula	1,485,791	1,504,460	99%	844,839	1,390,216	61%	640,952	114,244
Drinking Water Protection	397,027	516,370	77%	113,554	516,370	22%	283,473	0
Nanoose Bay Bulk	940,924	1,395,700	67%	311,968	1,101,055	28%	628,956	294,645
French Creek Bulk	533,719	571,795	93%	291,774	341,290	85%	241,945	230,505
Sewer Collection								
French Creek	626,394	719,360	87%	471,324	675,652	70%	155,070	43,708
Fairwinds/Nanoose	530,562	622,180	85%	316,590	559,001	57%	213,972	63,179
Pacific Shores	42,066	53,245	79%	29,577	44,926	66%	12,489	8,319
Surfside	25,744	29,094	88%	11,389	18,645	61%	14,345	10,449
Cedar	44,534	91,590	49%	63,257	91,590	69%	-18,723	0
Englishman River Stormwater	13,189	14,315	92%	1,079	4,820	22%	12,110	9,495
Barclay Cr	141,526	166,173	85%	116,787	145,064	81%	24,739	21,109
Pump & Haul	5,475	5,260	104%	160	2,300	7%	5,315	2,960
Streetlighting	86,497	112,835	77%	34,762	76,794	45%	51,735	36,041
Engineering Services	118,483	219,355	54%	118,484	219,384	54%	-1	1
	15,547,328	25,995,788	60%	10,999,199	24,101,568	46%	4,548,129	1,894,220

REGIONAL DISTRICT OF NANAIMO  
SUMMARY OF OPERATING RESULTS  
September 30, 2009

	Revenues			Expenditures			Surplus	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget
<b>RECREATION &amp; PARKS SERVICES</b>								
Regional Parks	1,330,509	1,894,784	70%	811,666	1,894,785	43%	518,843	-1
Community Parks								
Electoral Area A	99,571	119,510	83%	62,704	101,137	62%	36,867	18,373
Electoral Area B	139,267	173,660	80%	98,114	152,632	64%	41,153	21,028
Electoral Area C	37,592	44,770	84%	18,277	37,883	48%	19,315	6,887
Electoral Area D	136,065	143,750	95%	47,657	124,591	38%	88,408	19,159
Electoral Area E	98,654	116,670	85%	78,560	106,670	74%	20,094	10,000
Electoral Area F	105,531	128,135	82%	66,335	122,420	54%	39,196	5,715
Electoral Area G	121,037	133,150	91%	54,330	113,559	48%	66,707	19,591
Electoral Area H	133,257	159,860	83%	77,692	132,061	59%	55,565	27,799
Area A Recreation	224,462	250,305	90%	42,505	129,430	33%	181,957	120,875
District 69 Coordinating Recreation	1,291,026	1,572,195	82%	1,082,317	1,399,413	77%	208,709	172,782
Oceanside Place Arena	1,529,903	2,069,910	74%	1,511,903	2,067,838	73%	18,000	2,072
Ravensong Aquatic Center	1,636,571	2,106,845	78%	1,510,665	2,072,735	73%	125,906	34,110
Gabriola Island Recreation	63,903	83,150	77%	71,140	80,590	88%	-7,237	2,560
Southern Community Rec & Culture								
Southern Community Recreation	702,473	935,760	75%	921,354	935,760	98%	-218,881	0
Hotel Room Tax	3,735	45,000	8%	3,735	45,000	8%	0	0
Port Theater	49,250	65,395	75%	65,270	65,270	100%	-16,020	125
	<b>7,702,806</b>	<b>10,042,849</b>	<b>77%</b>	<b>6,524,224</b>	<b>9,581,774</b>	<b>68%</b>	<b>1,178,582</b>	<b>461,075</b>
<b>TRANSPORTATION AND SOLID WASTE SERVICES</b>								
Gabriola Island Emergency Wharf	7,824	9,135	86%	1,274	5,150	25%	6,550	3,985
Southern Community Transit	11,880,756	18,640,366	64%	11,028,311	18,269,765	60%	852,445	370,601
Northern Community Transit	1,135,554	1,502,240	76%	1,001,512	1,345,720	74%	134,042	156,520
Solid Waste Disposal	10,049,626	17,699,625	57%	8,783,609	17,240,799	51%	1,266,017	458,826
Solid Waste Collection & Recycling	3,028,623	3,112,693	97%	1,622,667	2,494,860	65%	1,405,956	617,833
	<b>26,102,383</b>	<b>40,964,059</b>	<b>64%</b>	<b>22,437,373</b>	<b>39,356,294</b>	<b>57%</b>	<b>3,665,010</b>	<b>1,607,765</b>
<b>TOTAL ALL SERVICES</b>	<b>65,585,753</b>	<b>99,921,737</b>	<b>66%</b>	<b>53,829,893</b>	<b>94,464,174</b>	<b>57%</b>	<b>11,755,860</b>	<b>5,457,563</b>

**REGIONAL DISTRICT OF NANAIMO**  
**CORPORATE SERVICES**  
September 30, 2009

	Administration			Electoral Areas			Public Safety			Fire Protection			Regional Library		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>															
TAX REQUISITION	\$563,913	\$751,885	75%	\$127,710	\$170,280	75%	\$482,373	\$643,161	75%	\$1,731,051	\$2,308,065	75%	\$1,069,659	\$1,426,210	75%
GRANTS/OPERATING/OTHER	4,165,616	5,933,610	70%	56,489	55,000	103%	59	0		20,367	36,875	55%	0	0	
RETAINED EARNINGS	978,677	978,680	100%	134,848	134,850	100%	23,055	23,055	100%	225,237	225,405	100%	0	0	
<b>TOTAL REVENUES</b>	<b>5,708,206</b>	<b>7,664,175</b>	<b>74%</b>	<b>319,047</b>	<b>360,130</b>	<b>89%</b>	<b>505,487</b>	<b>666,216</b>	<b>76%</b>	<b>1,976,655</b>	<b>2,570,345</b>	<b>77%</b>	<b>1,069,659</b>	<b>1,426,210</b>	<b>75%</b>
<b>EXPENSES</b>															
OFFICE OPERATING	\$495,742	\$721,451	69%	\$52,865	\$88,350	60%	\$9,461	\$12,690	75%	\$97,725	\$154,930	63%	\$0	\$0	
COMMUNITY GRANTS	18,610	34,005	55%	0	0		0	0		0	0		0	0	
LEGISLATIVE	182,189	248,320	73%	38,350	47,000	82%	0	0		0	0		0	0	
PROFESSIONAL FEES	66,272	278,920	24%	704	5,725	12%	0	0		6,680	6,600	101%	0	0	
BUILDING - OPER & MAINT	110,250	178,350	62%	462	0		660	315	210%	30,889	45,895	67%	0	0	
VEH & EQUIP - OPER & MAINT	42,423	81,131	52%	807	1,200	67%	3,866	5,150	75%	70,616	176,725	40%	0	0	
OTHER OPERATING COSTS	30,773	36,800	84%	0	0		0	0		9,189	189,000	5%	0	0	
WAGES & BENEFITS	1,821,963	2,411,676	76%	41,692	58,895	71%	0	0		3,731	8,900	42%	0	0	
CAPITAL EXPENDITURES	1,907,856	3,171,115	60%	0	0		0	0		102,617	257,175	40%	0	0	
DEBT FINANCING-INTEREST	0	0		0	0		0	0		18,017	93,295	19%	0	0	
DEBT FINANCING-PRINCIPAL	0	0		0	0		0	0		23,596	28,625	82%	0	0	
DEBT FINANCING-EXCHANGE	0	0		0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	15,790		0	0	
TRANSFER TO RESERVE FUND	173,815	173,815	100%	30,000	30,000	100%	6,800	6,800	100%	128,000	128,000	100%	0	0	
TRSF TO OTHER GOVT/AGENCIES	22,615	22,640	100%	0	0		602,675	627,195	96%	1,330,376	1,436,235	93%	1,069,659	1,426,210	75%
<b>TOTAL EXPENDITURES</b>	<b>\$4,872,508</b>	<b>\$7,358,223</b>	<b>66%</b>	<b>\$164,880</b>	<b>\$231,170</b>	<b>71%</b>	<b>\$623,462</b>	<b>\$652,150</b>	<b>96%</b>	<b>\$1,821,436</b>	<b>\$2,541,170</b>	<b>72%</b>	<b>\$1,069,659</b>	<b>\$1,426,210</b>	<b>75%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$835,698</b>	<b>\$305,952</b>		<b>\$154,167</b>	<b>\$128,960</b>		<b>(\$117,975)</b>	<b>\$14,066</b>		<b>\$155,219</b>	<b>\$29,175</b>		<b>\$0</b>	<b>\$0</b>	

**REGIONAL DISTRICT OF NANAIMO  
CORPORATE SERVICES  
September 30, 2009**

	Feasibility Studies			Municipal Debt Transfers			House Numbering			Total Corporate Services		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	\$11,718	\$15,615	75%	\$0	\$0		\$16,128	\$21,500	75%	\$4,002,552	\$5,336,716	75%
GRANTS/OPERATING/OTHER	0	0		2,538,621	4,865,770	52%	\$0	\$0		6,781,152	10,891,255	62%
RETAINED EARNINGS	-3,800	-3,800	100%	0	0		\$0	\$0		1,358,017	1,358,190	100%
<b>TOTAL REVENUES</b>	<b>7,918</b>	<b>11,815</b>	<b>67%</b>	<b>2,538,621</b>	<b>4,865,770</b>	<b>52%</b>	<b>\$16,128</b>	<b>\$21,500</b>	<b>75%</b>	<b>12,141,721</b>	<b>17,586,161</b>	<b>69%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	\$2,136	\$0		\$0	\$0		\$16,125	\$21,500	75%	\$674,054	\$998,921	67%
COMMUNITY GRANTS	0	0		0	0		\$0	\$0		18,610	34,005	55%
LEGISLATIVE	0	0		0	0		\$0	\$0		220,539	295,320	75%
PROFESSIONAL FEES	49	0		0	0		\$0	\$0		73,705	291,245	25%
BUILDING - OPER & MAINT	0	0		0	0		\$0	\$0		142,261	224,560	63%
VEH & EQUIP - OPER & MAINT	0	0		0	0		\$0	\$0		117,712	264,206	45%
OTHER OPERATING COSTS	0	0		0	0		\$0	\$0		39,962	225,800	18%
WAGES & BENEFITS	0	0		0	0		\$0	\$0		1,867,386	2,479,471	75%
CAPITAL EXPENDITURES	0	0		0	0		\$0	\$0		2,010,473	3,428,290	59%
DEBT FINANCING-INTEREST	0	0		1,551,750	2,936,765	53%	\$0	\$0		1,569,767	3,030,060	52%
DEBT FINANCING-PRINCIPAL	0	0		986,872	1,929,005	51%	\$0	\$0		1,010,468	1,957,630	52%
DEBT FINANCING-EXCHANGE	0	0		0	0		\$0	\$0		0	0	
CONTINGENCY	0	0		0	0		\$0	\$0		0	15,790	
TRANSFER TO RESERVE FUND	11,815	11,816	100%	0	0		\$0	\$0		350,430	350,431	100%
TRSF TO OTHER GOVT/AGENCIES	0	0		0	0		\$0	\$0		3,025,325	3,512,280	86%
<b>TOTAL EXPENDITURES</b>	<b>\$14,000</b>	<b>\$11,816</b>	<b>118%</b>	<b>\$2,538,622</b>	<b>\$4,865,770</b>	<b>52%</b>	<b>\$16,125</b>	<b>\$21,500</b>	<b>75%</b>	<b>\$11,120,692</b>	<b>\$17,108,009</b>	<b>65%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(\$6,082)</b>	<b>(\$1)</b>		<b>(\$1)</b>	<b>\$0</b>		<b>\$3</b>	<b>\$0</b>		<b>\$1,021,029</b>	<b>\$478,152</b>	

**REGIONAL DISTRICT OF NANAIMO**  
**DEVELOPMENT SERVICES**  
September 30, 2009

	EA Community Planning			Comm Works Fund Dev Svcs			Regional Growth Mgmt Services			Emergency Planning		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	848,601	1,131,465	75%	0	0		277,605	370,140	75%	138,987	185,310	75%
GRANTS/OPERATING/OTHER	76,421	91,175	84%	138,762	406,550	34%	61,132	59,500	103%	111,536	106,765	104%
RETAINED EARNINGS	471,447	471,450	100%	0	0		221,632	221,630	100%	67,638	67,640	100%
<b>TOTAL REVENUES</b>	<b>1,396,469</b>	<b>1,694,090</b>	<b>82%</b>	<b>138,762</b>	<b>406,550</b>	<b>34%</b>	<b>560,369</b>	<b>651,270</b>	<b>86%</b>	<b>318,161</b>	<b>359,715</b>	<b>88%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	213,519	379,475	56%	\$1,100	\$0		\$29,446	\$67,799	43%	\$32,435	\$45,240	72%
PROFESSIONAL FEES	40,170	110,000	37%	26,307	203,900	13%	20,329	42,500	48%	103,685	58,100	178%
BUILDING - OPER & MAINT	17,283	25,175	69%	660	5,000	13%	50	10,000	1%	150	200	75%
VEH & EQUIP - OPER & MAINT	5,614	5,235	107%	0	0		255	350	73%	7,147	5,350	134%
OTHER OPERATING COSTS	47,738	73,030	65%	0	0		1,969	26,300	7%	765	5,900	13%
WAGES & BENEFITS	606,926	853,317	71%	115,315	197,651	58%	182,465	294,200	62%	70,607	92,105	77%
COMMUNITY GRANTS	0	0		0	0		0	0		0	0	
PROGRAM COSTS	0	0		0	0		0	0		0	0	
CAPITAL EXPENDITURES	4,130	10,500	39%	0	0		0	0		50,273	73,000	69%
DEBT FINANCING - INTEREST	0	0		0	0		0	0		0	0	
DEBT FINANCING - PRINCIPAL	0	0		0	0		0	0		0	0	
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	7,000	7,000	100%	0	0		405	405	100%	20,000	20,000	100%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		0	0		0	0		6,000	3,000	200%
0	0											
<b>TOTAL EXPENDITURES</b>	<b>942,380</b>	<b>1,463,732</b>	<b>64%</b>	<b>\$143,382</b>	<b>\$406,551</b>	<b>35%</b>	<b>\$234,919</b>	<b>\$441,554</b>	<b>53%</b>	<b>\$291,062</b>	<b>\$302,895</b>	<b>96%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$454,089</b>	<b>\$230,358</b>		<b>(\$4,620)</b>	<b>(\$1)</b>		<b>\$325,450</b>	<b>\$209,716</b>		<b>\$27,099</b>	<b>\$56,820</b>	



**REGIONAL DISTRICT OF NANAIMO  
DEVELOPMENT SERVICES  
September 30, 2009**

	Search & Rescue			Building Inspection			Bylaw Enforcement			Total Development Services		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	20,250	27,000	75%	69,003	92,000	75%	130,968	174,615	75%	1,485,414	2,002,030	74%
GRANTS/OPERATING/OTHER	5	0		510,393	896,900	57%	132,815	216,425	61%	1,031,064	1,777,315	58%
RETAINED EARNINGS	-2,764	-2,765	100%	703,536	703,535	100%	113,548	113,545	100%	1,575,037	1,575,035	100%
<b>TOTAL REVENUES</b>	<b>17,491</b>	<b>24,235</b>	<b>72%</b>	<b>1,282,932</b>	<b>1,692,435</b>	<b>76%</b>	<b>377,331</b>	<b>504,585</b>	<b>75%</b>	<b>4,091,515</b>	<b>5,354,380</b>	<b>76%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	\$0	\$0		\$128,500	\$215,582	60%	\$13,515	\$25,235	54%	\$418,515	\$754,831	55%
PROFESSIONAL FEES	0	0		7,327	32,500	23%	111,625	140,910	79%	309,443	587,910	53%
BUILDING - OPER & MAINT	16,000	24,000	67%	10,128	16,700	61%	2,000	3,250	62%	46,271	84,325	55%
VEH & EQUIP - OPER & MAINT	0	0		12,685	20,130	63%	3,943	10,000	39%	29,644	41,065	72%
OTHER OPERATING COSTS	0	0		45,651	70,770	65%	33,969	51,450	66%	130,092	227,450	57%
WAGES & BENEFITS	0	0		626,943	901,845	70%	109,670	145,175	76%	1,711,926	2,484,293	69%
COMMUNITY GRANTS	0	0		0	0		0	0		0	0	
PROGRAM COSTS	0	0		0	0		0	0		0	0	
CAPITAL EXPENDITURES	0	0		0	1,450		2,206	30,300	7%	56,609	115,250	49%
DEBT FINANCING - INTEREST	0	0		0	0		0	0		0	0	
DEBT FINANCING - PRINCIPAL	0	0		0	0		0	0		0	0	
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	0	0		4,000	4,000	100%	8,500	8,500	100%	39,905	39,905	100%
TRANSFER FROM RESERVE FUN	0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		0	0		0	0		6,000	3,000	200%
<b>TOTAL EXPENDITURES</b>	<b>\$16,000</b>	<b>\$24,000</b>	<b>67%</b>	<b>\$835,234</b>	<b>\$1,262,977</b>	<b>66%</b>	<b>\$285,428</b>	<b>\$414,820</b>	<b>69%</b>	<b>\$2,748,405</b>	<b>\$4,338,029</b>	<b>63%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$1,491</b>	<b>\$235</b>		<b>\$447,698</b>	<b>\$429,458</b>		<b>\$91,903</b>	<b>\$89,765</b>		<b>\$1,343,110</b>	<b>\$1,016,351</b>	

**REGIONAL DISTRICT OF NANAIMO  
WATER & WASTEWATER SERVICES  
September 30, 2009**

	Administration			Wastewater Management			Water Supply		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>									
TAX REQUISITION	\$0	\$0		\$6,089,940	\$8,119,910	75%	\$1,562,742	\$2,083,635	75%
GRANTS/OPERATING/OTHER	204,435	284,500	72%	1,043,686	8,328,970	13%	983,253	1,178,396	83%
RETAINED EARNINGS	0	0		2,468,431	2,468,430	100%	1,560,371	1,498,510	104%
<b>TOTAL REVENUES</b>	<b>204,435</b>	<b>284,500</b>	<b>72%</b>	<b>9,602,057</b>	<b>18,917,310</b>	<b>51%</b>	<b>4,106,366</b>	<b>4,760,541</b>	<b>86%</b>
<b>EXPENSES</b>									
OFFICE OPERATING	\$3,089	\$1,000	309%	\$400,141	\$569,890	70%	\$163,342	\$293,387	56%
PROFESSIONAL FEES	0	0		86,208	361,800	24%	20,166	229,884	9%
BUILDING - OPER & MAINT	0	0		103,257	134,755	77%	38,228	79,542	48%
VEH & EQUIP - OPER & MAINT	0	0		403,204	560,400	72%	58,260	90,018	65%
WAGES & BENEFITS	198,972	273,780	73%	1,359,117	1,830,083	74%	601,800	928,011	65%
OTHER OPERATING COSTS	2,375	5,720	42%	1,067,136	1,752,690	61%	231,090	431,664	54%
CAPITAL EXPENDITURES	0	4,000		1,715,487	9,938,245	17%	203,123	1,108,507	18%
DEBT FINANCING - INTEREST	0	0		556,893	742,525	75%	175,060	242,495	72%
DEBT FINANCING - PRINCIPAL	0	0		465,741	620,990	75%	99,342	201,690	49%
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	0	0		1,605,365	1,605,365	100%	278,384	256,951	108%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0	
TSFR TO OTHER GOV'T/AGENCIES	0	0		0	0		0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$204,436</b>	<b>\$284,500</b>	<b>72%</b>	<b>\$7,762,549</b>	<b>\$18,116,743</b>	<b>43%</b>	<b>\$1,868,795</b>	<b>\$3,862,149</b>	<b>48%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(\$1)</b>	<b>\$0</b>		<b>\$1,839,508</b>	<b>\$800,567</b>		<b>\$2,237,571</b>	<b>\$898,392</b>	

REGIONAL DISTRICT OF NANAIMO  
 WATER & WASTEWATER SERVICES  
 September 30, 2009

	Sewerage Collection			Street Lighting			Engineering			Total Water & Wastewater Services		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	\$765,963	\$1,021,275	75%	\$49,149	\$65,525	75%	\$0	\$0		\$8,467,794	\$11,290,345	75%
GRANTS/OPERATING/OTHER	398,556	414,937	96%	232	10,455	2%	118,483	219,385	54%	2,748,645	10,436,643	26%
RETAINED EARNINGS	264,971	265,005	100%	37,116	36,855	101%	0	0		4,330,889	4,268,800	101%
<b>TOTAL REVENUES</b>	<b>1,429,490</b>	<b>1,701,217</b>	<b>84%</b>	<b>86,497</b>	<b>112,835</b>	<b>77%</b>	<b>118,483</b>	<b>219,385</b>	<b>54%</b>	<b>15,547,328</b>	<b>25,995,788</b>	<b>60%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	\$40,907	\$64,342	64%	\$747	\$1,045	71%	\$3,583	\$8,850	40%	\$611,809	\$938,514	65%
PROFESSIONAL FEES	5,391	25,728	21%	0	10,000		1,701	22,500	8%	113,466	649,912	17%
BUILDING - OPER & MAINT	10,138	26,242	39%	2,466	18,950	13%	0	0		154,089	259,489	59%
VEH & EQUIP - OPER & MAINT	51,027	57,896	88%	0	0		0	0		512,491	708,314	72%
WAGES & BENEFITS	207,749	279,244	74%	0	902		112,286	186,184	60%	2,479,924	3,498,204	71%
OTHER OPERATING COSTS	582,333	780,245	75%	31,549	45,897	69%	914	1,850	49%	1,915,397	3,018,066	63%
CAPITAL EXPENDITURES	14,974	114,934	13%	0	0		0	0		1,933,584	11,165,686	17%
DEBT FINANCING - INTEREST	38,914	130,600	30%	0	0		0	0		770,867	1,115,620	69%
DEBT FINANCING - PRINCIPAL	22,563	30,080	75%	0	0		0	0		587,646	852,760	69%
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	36,177	32,687	111%	0	0		0	0		1,919,926	1,895,003	101%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0	
TSFR TO OTHER GOVT/AGENCIES	0	0		0	0		0	0		0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$1,010,173</b>	<b>\$1,541,998</b>	<b>66%</b>	<b>\$34,762</b>	<b>\$76,794</b>	<b>45%</b>	<b>\$118,484</b>	<b>\$219,384</b>	<b>54%</b>	<b>\$10,999,199</b>	<b>\$24,101,568</b>	<b>46%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$419,317</b>	<b>\$159,219</b>		<b>\$51,735</b>	<b>\$36,041</b>		<b>(\$1)</b>	<b>\$1</b>		<b>\$4,548,129</b>	<b>\$1,894,220</b>	

**REGIONAL DISTRICT OF NANAIMO  
RECREATION & PARKS SERVICES  
September 30, 2009**

	Regional Parks			Community Parks			Area A Recreation			D69 Coordinating Recreation			Oceanside Place Arena		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>															
TAX REQUISITION	1,054,317	1,405,469	75%	495,945	661,260	75%	62,541	83,385	75%	786,879	1,049,170	75%	1,002,996	1,337,330	75%
GRANTS/OPERATING/OTHER	76,256	289,380	26%	51,782	35,000	148%	5,000	10,000	50%	245,899	264,770	93%	418,771	624,445	67%
RETAINED EARNINGS	199,936	199,935	100%	323,247	323,245	100%	156,921	156,920	100%	258,248	258,255	100%	108,136	108,135	100%
<b>TOTAL REVENUES</b>	<b>1,330,509</b>	<b>1,894,784</b>	<b>70%</b>	<b>870,974</b>	<b>1,019,505</b>	<b>85%</b>	<b>224,462</b>	<b>250,305</b>	<b>90%</b>	<b>1,291,026</b>	<b>1,572,195</b>	<b>82%</b>	<b>1,529,903</b>	<b>2,069,910</b>	<b>74%</b>
<b>EXPENSES</b>															
OFFICE OPERATING	\$72,255	\$87,015	83%	\$44,555	\$55,198	81%	\$1,611	\$5,140	31%	\$86,999	\$132,253	66%	\$116,350	\$164,675	71%
PROFESSIONAL FEES	57,815	252,000	23%	15,869	84,000	19%	0	500		10,760	10,500	102%	9,650	12,000	80%
BUILDING - OPER & MAINT	61,353	85,275	72%	6,738	14,777	46%	1,455	6,000	24%	15,160	20,300	75%	188,953	275,150	69%
VEH & EQUIP - OPER & MAINT	14,745	45,225	33%	4,059	8,500	48%	0	0		35,618	30,955	115%	53,809	97,055	55%
OTHER OPERATING COSTS	69,613	305,766	23%	76,413	229,920	33%	616	2,050	30%	22,846	22,600	101%	13,303	15,300	87%
WAGES & BENEFITS	295,243	400,829	74%	195,652	328,263	60%	16,294	91,720	18%	543,077	747,085	73%	674,038	894,553	75%
COMMUNITY GRANTS	0	0		0	0		1,900	14,020	14%	40,226	65,000	62%	78	700	11%
RECREATION PROGRAMS	0	1,500		0	0		0	10,000		17,748	58,910	30%	8,795	11,150	79%
CAPITAL EXPENDITURES	85,759	556,585	15%	358	0		20,629	0		2,818	4,745	59%	7,565	11,495	66%
DEBT FINANCING - INTEREST	794	2,500	32%	18,378	24,500	75%	0	0		0	0		234,396	312,530	75%
DEBT FINANCING - PRINCIPAL	79,479	79,480	100%	12,447	16,595	75%	0	0		0	0		204,786	273,050	75%
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	40,610	40,610	100%	51,000	51,000	100%	0	0		30,180	30,180	100%	180	180	100%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	34,000	38,000	89%	78,200	78,200	100%	0	0		276,885	276,885	100%	0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$811,666</b>	<b>\$1,894,785</b>	<b>43%</b>	<b>\$503,669</b>	<b>\$890,953</b>	<b>57%</b>	<b>\$42,505</b>	<b>\$129,430</b>	<b>33%</b>	<b>\$1,082,317</b>	<b>\$1,399,413</b>	<b>77%</b>	<b>\$1,511,903</b>	<b>\$2,067,838</b>	<b>73%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$518,843</b>	<b>(\$1)</b>		<b>\$367,305</b>	<b>\$128,552</b>		<b>\$181,957</b>	<b>\$120,875</b>		<b>\$208,709</b>	<b>\$172,782</b>		<b>\$18,000</b>	<b>\$2,072</b>	

**REGIONAL DISTRICT OF NANAIMO  
RECREATION & PARKS SERVICES  
September 30, 2009**

	Ravensong Aquatic Center			Gabriola Island Recreation			Southern Community Recreation & Culture			Total Recreation & Parks		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	1,030,851	1,374,470	75%	57,744	76,995	75%	748,728	998,295	75%	5,240,001	6,986,374	75%
GRANTS/OPERATING/OTHER	427,433	554,090	77%	503	500	101%	3,873	45,000	9%	1,229,517	1,823,185	67%
RETAINED EARNINGS	178,287	178,285	100%	5,656	5,655	100%	2,857	2,860	100%	1,233,288	1,233,290	100%
<b>TOTAL REVENUES</b>	<b>1,636,571</b>	<b>2,106,845</b>	<b>78%</b>	<b>63,903</b>	<b>83,150</b>	<b>77%</b>	<b>755,458</b>	<b>1,046,155</b>	<b>72%</b>	<b>7,702,806</b>	<b>10,042,849</b>	<b>77%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	\$123,462	\$167,565	74%	\$1,097	\$1,455	75%	\$840	\$2,700	31%	\$447,169	\$616,001	73%
PROFESSIONAL FEES	56,626	39,000	145%	0	2,500		0	0		150,720	400,500	38%
BUILDING - OPER & MAINT	170,693	256,600	67%	0	0		20,270	28,750	71%	464,622	686,852	68%
VEH & EQUIP - OPER & MAINT	15,386	41,955	37%	0	75		0	0		123,617	223,765	55%
OTHER OPERATING COSTS	18,293	25,350	72%	266	100	266%	150	75	200%	201,500	601,161	34%
WAGES & BENEFITS	804,771	1,102,655	73%	9,622	13,980	69%	0	0		2,538,697	3,579,065	71%
COMMUNITY GRANTS	8,446	7,000	121%	0	0		0	0		50,650	86,720	58%
RECREATION PROGRAMS	21,954	43,700	50%	0	0		0	0		48,497	125,260	39%
CAPITAL EXPENDITURES	14,374	20,085	72%	155	0		0	15,000		131,658	607,910	22%
DEBT FINANCING - INTEREST	183,519	244,690	75%	0	0		0	0		437,087	584,220	75%
DEBT FINANCING - PRINCIPAL	92,961	123,955	75%	0	0		0	0		389,673	493,080	79%
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	180	180	100%	0	0		0	0		122,150	122,150	100%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		60,000	62,500	96%	969,099	999,505	97%	1,418,184	1,455,090	97%
<b>TOTAL EXPENDITURES</b>	<b>\$1,510,665</b>	<b>\$2,072,735</b>	<b>73%</b>	<b>\$71,140</b>	<b>\$80,590</b>	<b>88%</b>	<b>\$990,359</b>	<b>\$1,046,030</b>	<b>95%</b>	<b>\$6,524,224</b>	<b>\$9,581,774</b>	<b>68%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$125,906</b>	<b>\$34,110</b>		<b>(\$7,237)</b>	<b>\$2,560</b>		<b>(\$234,901)</b>	<b>\$125</b>		<b>\$1,178,582</b>	<b>\$461,075</b>	

REGIONAL DISTRICT OF NANAIMO  
 TRANSPORTATION SERVICES  
 September 30, 2009

	Gabriola Island Emergency Wharf			Southern Community Transit			Northern Community Transit			Total Transportation Services		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	\$3,942	\$5,255	75%	\$3,669,507	\$4,892,675	75%	\$483,399	\$644,535	75%	\$4,156,848	\$5,542,465	75%
GRANTS/OPERATING/OTHER	0	0		7,395,034	12,932,476	57%	450,138	655,690	69%	7,846,172	13,588,166	58%
RETAINED EARNINGS	3,882	3,880	100%	815,215	815,215	100%	202,017	202,015	100%	1,021,114	1,021,110	100%
<b>TOTAL REVENUES</b>	<b>\$7,824</b>	<b>\$9,135</b>	<b>86%</b>	<b>\$11,880,756</b>	<b>\$18,640,366</b>	<b>64%</b>	<b>\$1,135,554</b>	<b>\$1,502,240</b>	<b>76%</b>	<b>\$13,024,134</b>	<b>\$20,151,741</b>	<b>65%</b>
<b>EXPENSES</b>												
OFFICE OPERATING	\$274	\$150	183%	\$1,225,681	\$1,635,859	75%	\$588,924	\$717,730	82%	\$1,814,879	\$2,353,740	77%
PROFESSIONAL FEES	0	0		4,740	75,000	6%	0	0		4,740	75,000	6%
BUILDING - OPER & MAINT	0	4,000		179,893	254,635	71%	0	0		179,893	258,635	70%
VEH & EQUIP - OPER & MAINT	0	0		2,127,463	3,673,004	58%	0	0		2,127,463	3,673,004	58%
OTHER OPERATING COSTS	0	0		179,512	356,875	50%	0	0		179,512	356,875	50%
WAGES & BENEFITS	0	0		5,622,510	7,529,702	75%	412,588	627,990	66%	6,035,098	8,157,692	74%
CAPITAL EXPENDITURES	0	0		1,683,217	4,443,800	38%	0	0		1,683,217	4,443,800	38%
DEBT FINANCING - INTEREST	0	0		0	0		0	0		0	0	
DEBT FINANCING - PRINCIPAL	0	0		0	0		0	0		0	0	
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	295,595		0	0		0	295,595	
TRANSFER TO RESERVE FUND	1,000	1,000	100%	5,295	5,295	100%	0	0		6,295	6,295	100%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		0	0		0	0		0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$1,274</b>	<b>\$5,150</b>	<b>25%</b>	<b>\$11,028,311</b>	<b>\$18,269,765</b>	<b>60%</b>	<b>\$1,001,512</b>	<b>\$1,345,720</b>	<b>74%</b>	<b>\$12,031,097</b>	<b>\$19,620,636</b>	<b>61%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$6,550</b>	<b>\$3,985</b>		<b>\$852,445</b>	<b>\$370,601</b>		<b>\$134,042</b>	<b>\$156,520</b>		<b>\$993,037</b>	<b>\$531,105</b>	

REGIONAL DISTRICT OF NANAIMO  
SOLID WASTE MANAGEMENT SERVICES  
September 30, 2009

	SW Shared Operating & Disposal			Scale Operations Cedar Rd			Scale Operations Church Rd			Engineering & Disposal Operations		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>												
TAX REQUISITION	\$241,731	\$322,305	75%	\$0	\$0		\$0	\$0		\$0	\$0	
GRANTS/OPERATING/OTHER	8,390,088	15,936,050	53%	0	0		0	0		2,590	0	
RETAINED EARNINGS	1,418,272	1,418,270	100%	0	0		0	0		0	0	
<b>TOTAL REVENUES</b>	<b>10,050,091</b>	<b>17,676,625</b>	<b>57%</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>		<b>2,590</b>	<b>0</b>	
<b>EXPENSES</b>												
OFFICE OPERATING	\$499,847	\$655,530	76%	\$12,328	\$16,800	73%	\$5,800	\$2,800	207%	\$0	\$0	
PROFESSIONAL FEES	28,455	5,000	569%	0	0		0	0		93,802	224,500	42%
BUILDING - OPER & MAINT	4,631	4,200	110%	12,910	18,780	69%	3,712	2,600	143%	19,577	76,740	26%
VEH & EQUIP - OPER & MAINT	1,903	2,610	73%	1,797	3,000	60%	0	0		344,796	774,248	45%
OTHER OPERATING COSTS	65,512	110,610	59%	319,531	545,889	59%	472,170	969,370	49%	296,087	1,180,750	25%
WAGES & BENEFITS	310,582	407,600	76%	465,677	561,612	83%	501,767	662,560	76%	546,669	768,411	71%
CAPITAL EXPENDITURES	118,670	140,595	84%	0	0		0	0		2,790,457	7,417,000	38%
DEBT FINANCING - INTEREST	61,758	164,700	37%	0	0		0	0		0	0	
DEBT FINANCING - PRINCIPAL	0	90,730		0	0		0	0		0	0	
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	1,577,020	1,969,620	80%	0	0		0	0		0	0	
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		0	0		0	0		0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$2,668,378</b>	<b>\$3,551,195</b>	<b>75%</b>	<b>\$812,243</b>	<b>\$1,146,081</b>	<b>71%</b>	<b>\$983,449</b>	<b>\$1,637,330</b>	<b>60%</b>	<b>\$4,093,388</b>	<b>\$10,441,649</b>	<b>39%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>\$7,381,713</b>	<b>\$14,125,430</b>		<b>(\$812,243)</b>	<b>(\$1,146,081)</b>		<b>(\$983,449)</b>	<b>(\$1,637,330)</b>		<b>(\$4,090,798)</b>	<b>(\$10,441,649)</b>	

**REGIONAL DISTRICT OF NANAIMO  
SOLID WASTE MANAGEMENT SERVICES  
September 30, 2009**

	Zero Waste Programs			Total Solid Waste Disposal			Solid Waste Collection & Recycling		
	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR	Actual 2009	Budget 2009	% VAR
<b>REVENUES</b>									
TAX REQUISITION	\$0	\$0		\$241,731	\$322,305	75%	\$0	\$0	
GRANTS/OPERATING/OTHER	-3,055	23,000	-13%	8,389,623	15,959,050	53%	2,341,972	2,426,043	97%
RETAINED EARNINGS	0	0		1,418,272	1,418,270	100%	686,651	686,650	100%
<b>TOTAL REVENUES</b>	<b>-3,055</b>	<b>23,000</b>	<b>-13%</b>	<b>10,049,626</b>	<b>17,699,625</b>	<b>57%</b>	<b>3,028,623</b>	<b>3,112,693</b>	<b>97%</b>
<b>EXPENSES</b>									
OFFICE OPERATING	\$2,045	\$0		\$520,020	\$675,130	77%	\$130,394	\$174,435	75%
PROFESSIONAL FEES	38,297	131,465	29%	160,554	360,965	44%	5,646	7,500	75%
BUILDING - OPER & MAINT	0	0		40,830	102,320	40%	1,611	2,145	75%
VEH & EQUIP - OPER & MAINT	634	870	73%	349,130	780,728	45%	642	1,785	36%
OTHER OPERATING COSTS	68,743	160,000	43%	1,222,043	2,966,619	41%	1,408,153	2,191,061	64%
WAGES & BENEFITS	115,562	171,340	67%	1,942,257	2,571,522	76%	75,561	114,574	66%
CAPITAL EXPENDITURES	0	0		2,909,127	7,557,595	38%	0	2,700	
DEBT FINANCING - INTEREST	0	0		61,758	164,700	37%	0	0	
DEBT FINANCING - PRINCIPAL	0	0		0	90,730		0	0	
DEBT FINANCING - EXCHANGE	0	0		0	0		0	0	
CONTINGENCY	0	0		0	0		0	0	
TRANSFER TO RESERVE FUND	870	870	100%	1,577,890	1,970,490	80%	660	660	100%
TRANSFER FROM RESERVE FUND	0	0		0	0		0	0	
TRANSFER TO OTHER GOVTS	0	0		0	0		0	0	
<b>TOTAL EXPENDITURES</b>	<b>\$226,151</b>	<b>\$464,545</b>	<b>49%</b>	<b>\$8,783,609</b>	<b>\$17,240,799</b>	<b>51%</b>	<b>\$1,622,667</b>	<b>\$2,494,860</b>	<b>65%</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(\$229,206)</b>	<b>(\$441,545)</b>	<b>-39%</b>	<b>\$1,266,017</b>	<b>\$458,826</b>	<b>-39%</b>	<b>\$1,405,956</b>	<b>\$617,833</b>	





CAO APPROVAL		(CW)
EAP		
COW	✓	Nov 10'09
DATE: _____		
RHD		
BOARD		

**MEMORANDUM**

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

**DATE:** October 28, 2009

**FROM:** Jack Eubank  
Bylaw Enforcement Officer

**FILE:** CE200900300

**SUBJECT:** 2533 Island Highway-Electoral Area E-Unsightly Premises

**PURPOSE**

To obtain Board direction concerning an on-going property maintenance contravention at the above location.

**BACKGROUND**

**Property:** 2533 East Island Highway, Nanoose Bay, BC

**Legal:** Lot 2, Plan 13501, District Lot 79, Nanoose Land District

**Owners:** Richard Juneau / Carol Muldoon  
2533 East Island Hwy  
Nanoose Bay, BC V0R 2P0

**Zoning:** Residential 1 (RS1)

In September 2009 staff received complaints concerning the large accumulation of debris on the subject property which is located in a highly visible location on the Island Highway near Nanoose Bay. An inspection of the property confirmed the presence of several derelict vehicles, quantities of household garbage, discarded tools, appliances, auto parts and construction debris. The accumulation of waste and debris continues completely around the property on all sides often against and part way up the exterior walls of the residence (*photos attachment no. 1*). The owners were directed in writing to remove the debris within 14 days and are refusing to do so.

This is the third occasion that Regional District staff has responded to complaints resulting in direction to the owners to clean up the property. In 2003, the owner eventually brought the property into compliance by removing large quantities of debris and appliances.

In early 2004, the same materials were once again stored on the property and the owners failed to clean up the property as directed. The matter was reported to the Board resulting in direction by Resolution to remove the accumulation of debris. Subsequently, sufficient clean up was conducted to satisfy the requirements of the Resolution.

**ALTERNATIVES**

1. That the owners be directed by way of Board Resolution, to remove the identified discarded and disused material from the property within fourteen (14) days or the work will be undertaken by the Regional District’s agents at the owners’ cost.
2. To not consider a clean up Resolution pursuant to “Unsightly Premises Regulatory Bylaw No. 1073, 1996.”

**FINANCIAL IMPLICATIONS**

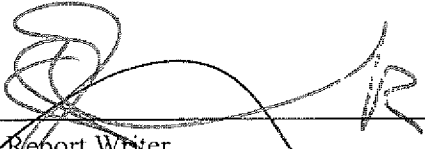
If the Board adopts a Resolution to have the identified material removed from the property, all expenses incurred by the Regional District of Nanaimo with respect to the clean-up are charged to the owner. If unpaid by December 31<sup>st</sup> in the year in which the work is done, the expenses will be added to and form part of the taxes payable on the subject property as taxes in arrears.

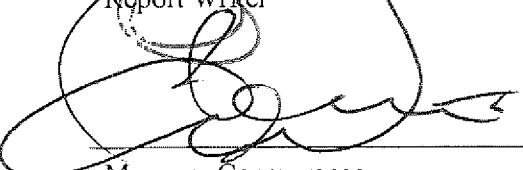
**CONCLUSION**

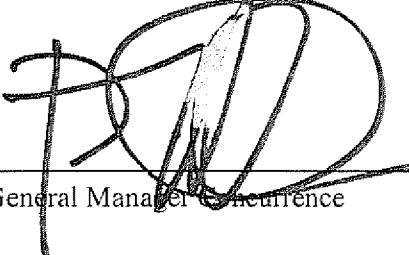
This is the third investigation of this nature concerning the subject property. Despite direction from staff to bring the land use into compliance with Regional District of Nanaimo regulations the owner has not done so and has demonstrated no intention of voluntarily complying. On each occasion, staff has noted a marked increase in the type and volume of debris and waste material accumulating on this property.


**RECOMMENDATION**

That should the property maintenance concerns not be rectified by November 24, 2009, pursuant to the “Unsightly Premises Regulatory Bylaw No. 1073, 1996,” the Board directs the owner of the subject property to remove from the premises those items as set out in the attached resolution within fourteen (14) days; or the work will be undertaken by the Regional District’s agents at the owners’ cost.

  
\_\_\_\_\_  
Report Writer

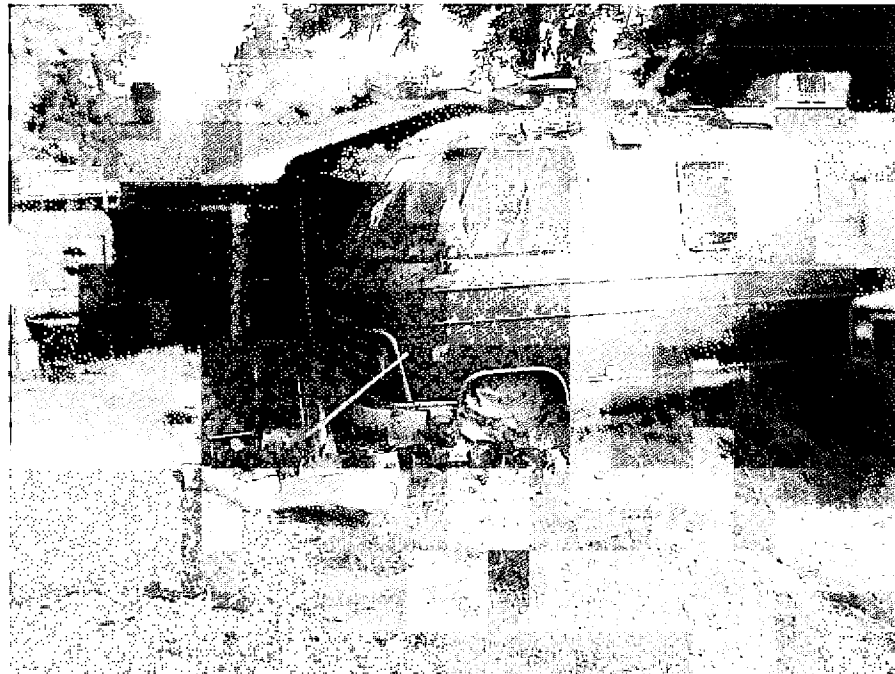
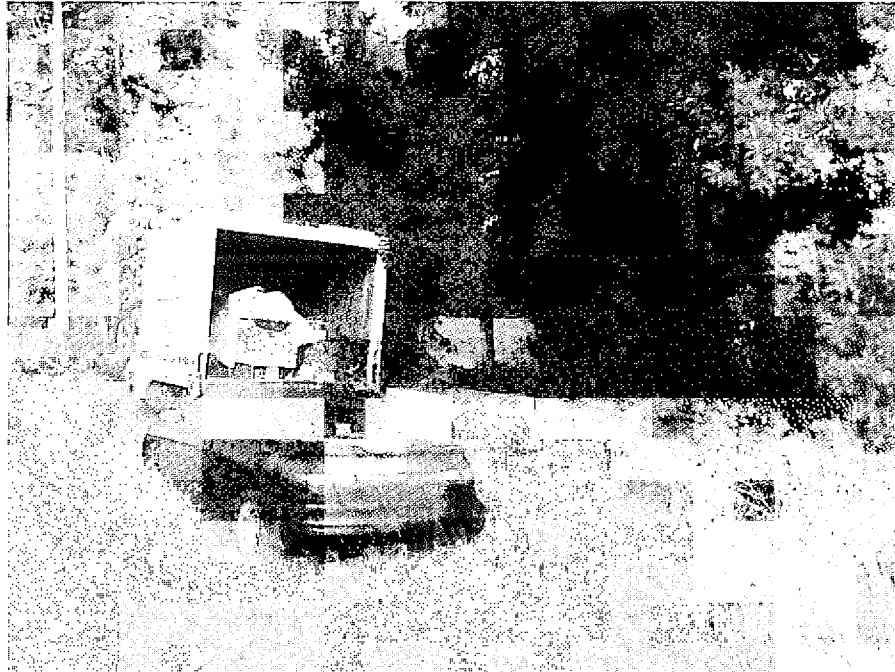
  
\_\_\_\_\_  
Manager Concurrence

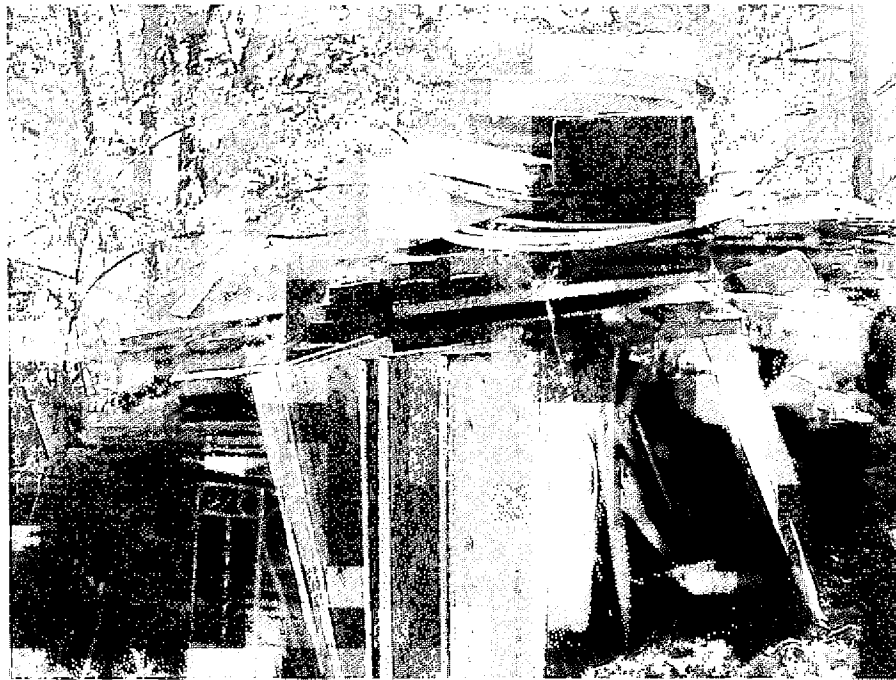
  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

**Attachment #1 – Photographs  
2533 Island Highway (Page 1 of 2)**





**REGIONAL DISTRICT OF NANAIMO**  
**RESOLUTION**  
**UNSIGHTLY PREMISES REGULATORY BYLAW NO. 1073, 1996**

MOVED Director \_\_\_\_\_, SECONDED Director \_\_\_\_\_, that pursuant to the provisions of the "*Unsightly Premises Regulatory Bylaw No. 1073, 1996*," and amendments thereto, IT IS HEREBY RESOLVED that the owner(s)/occupier(s) of the respective premises set forth below be notified to remove the accumulation of the materials indicated and to take such remedial measures as are specified:

**Property Description:** Lot 2, Plan 13501, District Lot 79, Nanoose Land District

**Location:** 2533 East Island Highway, Nanoose Bay, BC

**Owner:** Richard Juneau and Carol Muldoon  
2533 East Island Hwy  
Nanoose Bay, BC V0R 2P0

**UNSIGHTLY ACCUMULATION:** Several derelict vehicles, quantities of household garbage, discarded tools, appliances, auto parts and construction debris.

**REMEDIAL MEASURES:** To remove the several derelict vehicles, quantities of household garbage, discarded tools, appliances, auto parts and construction debris leaving the property clean and tidy.

**AND BE FURTHER RESOLVED** that a Bylaw Enforcement Officer of the Regional District of Nanaimo BE AND IS HEREBY AUTHORIZED in default of such removal or remedial measures being undertaken by the owner(s) or occupier(s), within fourteen (14) days, to carry out or have such work carried out and the expense charged to the owner(s)/occupier(s). If unpaid by December 31<sup>st</sup> in the year in which the work is done, the expenses shall be added to and form part of the taxes payable on that real property as taxes in arrears.

I hereby certify the foregoing to be a true and correct copy of the resolution passed by the Board at its regular meeting held November \_\_\_\_\_, 2009.

DATED at Nanaimo, BC, this \_\_\_\_\_ day of November, 2009.

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Senior Manager Corporate Administration



POLICE MEETING		11/10/09
EAP		
COW	✓	NOV 10 '09
RHD		
BOARD		

# MEMORANDUM

**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** October 30, 2009

**FROM:** Tom Armet, Manager  
Building, Bylaw & Emergency Planning Services

**FILE:** 2320 20 2010

**SUBJECT:** Animal Control – Districts 68 and 69

## PURPOSE

To update the Board and obtain direction on the delivery of animal control services in the Regional District of Nanaimo.

## BACKGROUND

The Regional District of Nanaimo regulates control of dogs in all Electoral Areas and has contracted the service to Nanaimo Animal Shelter Ltd. (NAS) for District 68 and the Parksville/Qualicum SPCA for District 69 consistently since 1995. Electoral Area F participates in the ‘vicious dog only’ portion of the service while the balance of District 69 (Areas E, G, and H) has full dog control, including licensing. The Regional District also provides dog control service, through the NAS, to the District of Lantzville as part of the master contract for Electoral Areas A, B, and C with service levels apportioned according to contribution rate.

Animal control is a rather complex function requiring specialized equipment, internal systems, personnel training, and an impound facility. There are very few contractors in the area with the expertise, facilities, and proper zoning to bid on the work. Our current contractors have performed the service since 1995 with a high degree of efficiency. Dog license revenue generated is used to reduce tax requisition costs for the service in Areas E, G, and H.

### District 68

The current contract with Nanaimo Animal Shelter Ltd. (NAS) expires on December 31, 2009 and will not be renewed as the owners of NAS are retiring and dissolving the company. NAS also provided animal control services to the City of Nanaimo who recently advertised a Request for Proposal for the contract service. Preliminary indications are that two existing animal control contractors have submitted proposals and that one company is interested and has the ability (staff, training and equipment) to provide the service to the RDN.

The City of Nanaimo owns the pound facility located on Nanaimo Lakes Road and the RDN has been paying a monthly lease to the City for the RDN’s contractor (NAS) to use the facility. There are no other pound facilities readily available for use within the time-frame necessary for service continuity and it is expected that a new contractor for the City and the RDN could continue to operate from this facility. For this reason, it would be a “natural fit” for the RDN to continue to use the same contractor as the City of Nanaimo for dog control services in District 68.

Staff is monitoring the results of this process as an option for the Board’s consideration.

### District 69

The Regional District of Nanaimo was recently informed that the SPCA will no longer provide enforcement services to local governments and as a result, will be terminating their service when the current animal control contract with the RDN expires on February 28, 2010. The SPCA funds their operations largely by donations and they see bylaw enforcement as a detriment to receiving and maintaining their funding levels through public donations. The SPCA is agreeable however to extending enforcement services for a short time beyond the contract expiration should that be necessary.

The SPCA is offering, for a fee, to provide 'kenneling' services and sale of dog licenses for the RDN. The SPCA facility at 1465 Alberni Highway is situated on a parcel leased to the RDN by the Province for animal shelter purposes. The current lease expires in 2029.

The City of Parksville and Town of Qualicum Beach are also affected by the SPCA decision to terminate bylaw enforcement services and are currently exploring alternative means of providing the service within those municipalities.

### ALTERNATIVES

1. That the report be received for information and staff be directed to bring back options for providing animal control services in District 68 and District 69.
2. That the Board provide alternate direction to staff.

### FINANCIAL IMPLICATIONS

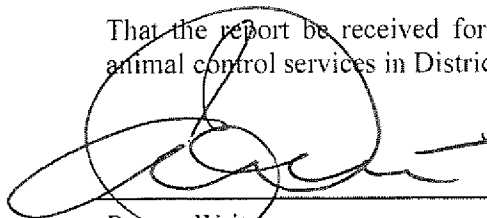
The SPCA and Nanaimo Animal Shelter have provided efficient and cost effective animal control services since 1995 with marginal inflationary increases in the contract costs over the years. With the loss of both contractors, several animal control models need to be considered which may have impacts on future budgets.

### SUMMARY

This report provides the Board with an update on the status of the animal control contracts affecting all Electoral Areas beginning in 2010. Animal control enforcement is a complex function that requires specialized training, equipment and facilities in order to provide a professional service to the community. As there is a limited field of contractors with the capacity to assume such a role staff recommend that a range of options be investigated and those findings reported back to the Board in a time frame consistent with service continuity and budget considerations.


### RECOMMENDATION

That the report be received for information and staff be directed to bring back options for providing animal control services in District 68 and District 69.



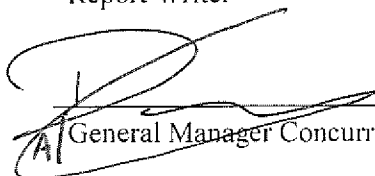
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Report Writer



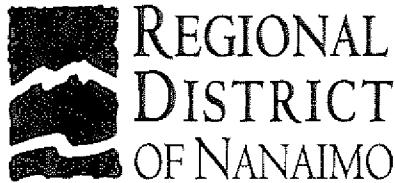
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CAO Concurrence



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General Manager Concurrence



CPO APPROVAL		
EAP		
COV	✓	Nov 10 '09
R+D		
BOARD		

MEMORANDUM

**TO:** Mike Donnelly, ASCT  
Manager of Water Services

**DATE:** October 23, 2009

**FROM:** Christina Metherall  
Drinking Water and Watershed Protection Coordinator

**FILE:** 5500-22-26

**SUBJECT:** 2009 Team WaterSmart Activities

PURPOSE

To update the Board on Team WaterSmart Program's 2009 activities.

BACKGROUND

Team WaterSmart is a public outreach and education program aimed at raising awareness of the importance of water conservation in the region. It is a community based initiative supported by the Regional District of Nanaimo through the Drinking Water - Watershed Protection Program, the Town of Qualicum Beach, the City of Nanaimo, and Fairwinds Community and Resort.

Over the summer of 2009, Team WaterSmart promoted community awareness and involvement through door-to-door campaigns, water conservation workshops, school programs, and by attending public events.

Between April and August of 2009, Team WaterSmart worked with community partners to deliver eighteen community water conservation workshops to 393 participants in Electoral Areas A, B, E, F, G, and H, the City of Nanaimo, and the Town of Qualicum Beach. Community workshops focused on reducing indoor and outdoor water use through xeriscaping, rainwater harvesting, water efficient appliances, and indoor grey water reuse. Although staff were unable to deliver workshops in 2009 in Electoral Area C, events will be organized for this area as part of the 2010 Team WaterSmart program. Workshops were organized and facilitated by Team WaterSmart staff and delivered primarily by volunteers from local businesses, industry associations, and environmental organizations. Workshops that focused on reducing outdoor water use were very successful and attracted local gardeners and new homeowners/builders. The most popular workshop, with over 70 participants, was an innovative workshop on indoor grey water reuse on Gabriola Island.

Team WaterSmart also provided public outreach at 13 community events, including the busy Nanaimo Canada Day celebration, several local farmers' markets, and Woodgrove Mall. Family-friendly interactive displays in popular community locations were particularly successful at engaging young families and reaching a more diverse audience.

During the peak summer months of July and August, a two-phase door-to-door campaign in two high water use neighborhoods in the City of Nanaimo utilized community based social marketing techniques and water use audits to promote water conservation.

Team WaterSmart also continued school outreach and education program efforts through the Nanaimo Recycling Exchange, and developed a pesticide education program with the City of Nanaimo. In November of 2009, Team WaterSmart will begin to deliver a low flow toilet rebate program and explore further incentive programs to reduce water use.



In 2010 Team WaterSmart will research further community based social marketing techniques, develop and deliver incentive programs to reduce water use, and continue effective community workshop education programs and outreach at community events.

**ALTERNATIVES**

1. Receive the "2009 Team WaterSmart Activities" report for information.

**FINANCIAL IMPLICATIONS**

The Team WaterSmart program is funded from the Drinking Water and Watershed Protection function with an annual budget of \$71,000. Formal funding partnerships exist with the Town of Qualicum Beach and the Fairwinds Development Corporation, which share in the costs, along with a commitment from the City of Nanaimo which has partnered in the 2009 program. Discussions are currently under way with the District Municipality of Lantzville and the City of Parksville to seek their participation in the 2010 program.

**SUSTAINABILITY IMPLICATIONS**

Water conservation helps ensure a safe, sustainable water supply for our communities and environment. Reducing peak water demands reduces the need for infrastructure investments and lowers stress on septic and wastewater treatment systems. Education and awareness programs empower communities to take action to protect water resources today and in the future.


**CONCLUSIONS**

Team WaterSmart educational workshops are highly effective at empowering communities to reduce water consumption. Team WaterSmart workshops were well received and very well attended by the public. There is a strong interest in innovative options for sustainable water use including xeriscaping, rainwater harvesting, and indoor grey water reuse. A Team WaterSmart presence at community events is an effective way to engage a wide range of audiences in water conservation. In 2010, Team WaterSmart will continue delivering successful outreach and education programs and develop further water protection programs in collaboration with community partners.


**RECOMMENDATION**

That the 2009 Team WaterSmart Activities report be received for information.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
Manager Concurrence

  
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General Manager Concurrence

  
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C.A.O. Concurrence

**COMMENTS:**



RDW REPORT		CWN
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EAP		
CoW	✓	Nov 10 '09
RHD		
BOARD		

**MEMORANDUM**

**TO:** J. O. Finnie, General Manager  
Water and Wastewater Services

**DATE:** October 26, 2009

**FROM:** Mike Donnelly  
Manager of Water Services

**FILE:** 5500-22-NBP-01

**SUBJECT:** Nanoose Bay Peninsula Water Service Area  
Water Service Connection Policy

**PURPOSE**

To establish a water service connection policy for the Nanoose Bay Peninsula Water Service Area.

**BACKGROUND**

The Nanoose Bay Peninsula Water Service Area (NBPWSA) provides potable and fire protection water supplies to approximately 5,200 residents in a mix of residential and multi-family housing units. Growth in the number of water service connections to the system over the last three years has averaged 1.5% per year.

The water supply is primarily from groundwater wells throughout the year. Additional water is supplied from the Englishman River during the peak consumption months from May to October. The infrastructure is in place to provide both potable water and sufficient volumes for fire protection on the highest water consumption day in the year. This “peak day” is typically in mid-summer when outdoor water use and lawn irrigation is at its highest. The peak summer water supply is generally sourced using 60% groundwater wells and 40% Englishman River water.

*Future Water Supply*

Future build out of the service area will be supported with the Arrowsmith Water Services intake and treatment infrastructure planned for 2015 and with the development of additional groundwater resources. The “Water Source Assessment Study for Electoral Area E” completed in May of 2008 considered both groundwater and surface water opportunities in the electoral area. Although no suitable surface water sources were identified, the report suggested areas of possible groundwater exploration and increased use of the existing well inventory. Drilling was completed in 2008 on a test well at Claudet Road and Northwest Bay Road and it is anticipated that it will be in service by Fall of 2010 followed by at least one peak period (summer) of assessment to prove out operational capacity. Until the Claudet well is fully operational and the supply capacity confirmed it cannot be included as part of the water supply for the NBPWSA.

Access to water from the Englishman River via the City of Parksville river intake is currently provided by agreement with the City. This agreement expires on April 30<sup>th</sup>, 2013, two years prior to the anticipated completion of the AWS infrastructure planned for 2015.

### ***Impacts on Development***

Development can only proceed if supported by the provision of additional water supplies. Should developers in the Nanoose Bay Peninsula Water Service Area wish to proceed with new development at this time, they are required to provide a well with a minimum 30 imperial gallons per minute, have the well installed to RDN and Ministry of Health standards, receive approval for community well status from the Ministry of Health and receive final approval from the RDN. Any new wells provided in this manner would become the property of the Regional District of Nanaimo.

Over the past 2-3 years a number of property owners on the Nanoose Peninsula with subdivision potential have contacted the RDN regarding water supply for subdivision purposes. Those properties, if subdivided would total approximately 50 additional lots. This development potential does not include the Fairwinds Community Resort development as they have committed to providing adequate water supplies for their development activity prior to the provision of AWS water.

Currently the Nanoose Bay Peninsula water system operates at peak periods (including both ground and surface water sources) with an estimated reserve supply capacity of about 3%. Reserve supply capacity covers off unexpected supply problems such as the failure of a groundwater well. Given the current well inventory and the impact of the potential loss of supply should a well come out of service, staff recommend the reserve supply level be increased from 3% to 15%.

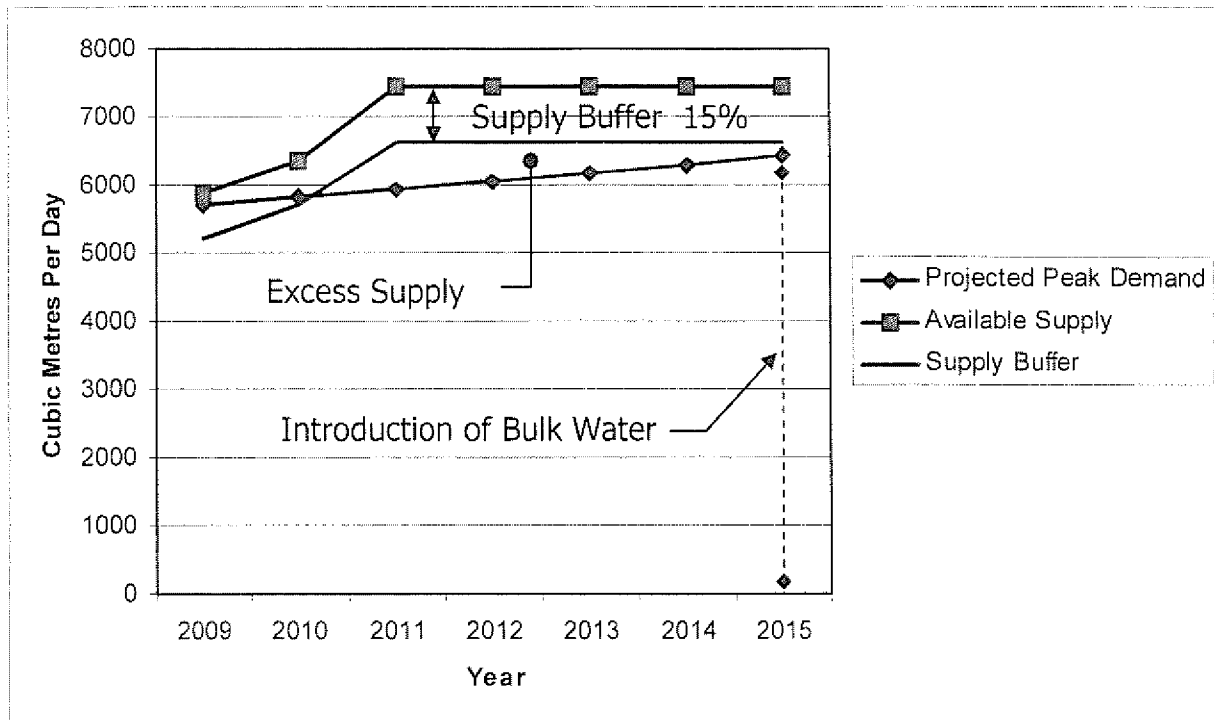
The proposed reserve supply of 15% of total groundwater availability was determined after reviewing individual well production levels and the impact on supply if a well is removed from service. There are ten wells providing water during the summer months in the NBPWSA. Of those wells, nine have a production capacity ranging from 2% to 14% of total supply. The tenth well has a production capacity of 26%. A 15% reserve capacity would provide contingency for 90% of our current well inventory in the NBPWSA. This reserve capacity would be in place to provide a buffer in the event a well was taken out of service and/or lost capacity during a peak demand period.

### ***Interim Development Potential***

The graph in Figure 1, "*Projected Water Supply & Demand 2009-2015*", illustrates the current and projected water supply volumes to 2015. This graph shows projected demand and supply using a 2% growth rate and based on peak day demand up to 2015 when the Bulk Water Supply will be in place. The graph also shows the proposed supply buffer of 15% of total groundwater capacity.

Additional capital works in 2010 (Craig Bay Pump Station) and in 2011 (Claudet Well) will assist in the development of additional supply and the establishment of the proposed 15% reserve. From 2011 to 2015 supply levels remain constant but population growth continues with a resulting gradual reduction in excess water.

Allowing development based on this model will ensure a supply reserve is established and additional development is only permitted if additional, approved water sources are in place.



**Figure 1: Projected Water Supply & Demand 2009 – 2015**

**ALTERNATIVES**

1. Adopt a formal policy that no additional subdivisions be created, where zoning exists, until there is a system reserve capacity of 15% in place, and direct staff to develop a policy to apply charges to new subdivision in the Nanoose Bay Peninsula Water Service Area where additional approved water supplies are not provided as part of that development.
2. Allow connections to the NBPWSA for subdivision purposes, where zoning permits, without the provision of an additional approved water source and do not establish a 15% reserve capacity.
3. Provide alternate direction to staff.

**FINANCIAL IMPLICATIONS**

Alternative 1 does not incur financial implications for the Regional District of Nanaimo outside of those already defined in existing Financial and Capital plans for the service area.

Under this alternative, residents with existing properties in the water service area pay towards supply through property taxes. However, developers and property owners wishing to subdivide would be required to contribute to the costs of additional supply for newly created parcels in lieu of bringing on additional water supply. It is proposed under this option that a policy be developed outlining the criteria and the fee structure to be applied to newly created parcels created within or joining the Nanoose Bay Peninsula Water Service Area.

Alternative 2 would put additional strain on the existing supply capacity and not allow for a reserve supply mechanism. If as a result, existing supply capacity is exceeded, water supply development and infrastructure costs associated with new supply requirements would be the responsibility of all the service area residents.

## SUSTAINABILITY IMPLICATIONS

The long term sustainability of the water supply to the Nanoose Bay Peninsula Water Service Area will be enhanced by ensuring growth does not overtake supplies and by establishing an adequate reserve supply capacity for the system.

## CONCLUSIONS

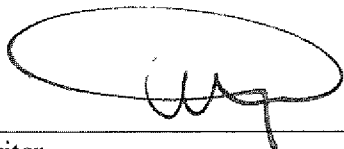
Existing supplies of groundwater and surface water are currently adequate for the existing number of connections in the Nanoose Bay Peninsula Water Service Area. Additional development and the subsequent water service demand would reduce the system capacity to provide water during peak times.

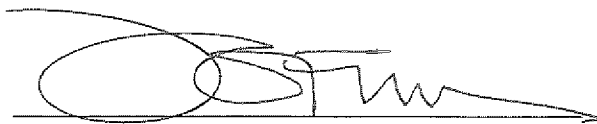
Sources of water continue to be developed as part of the long term supply strategy for the water service area that includes new groundwater wells and surface water via the Arrowsmith Water Service. These additional resources are projected to come on line in 2010 with the AWS Pump Station located at Craig Bay and with the anticipated inclusion of the new Claudet Road well in 2011.

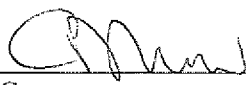
With these additional water sources in place there will be sufficient capacity for some additional lots in the Nanoose Bay Peninsula Water Service Area prior to the establishment of the Bulk Water service planned for 2015. However, any new subdivision applications wishing to benefit from these additional water sources would be required to pay an equivalent cost in lieu of the expense towards the costs associated with the development or acquisition of new water supplies. Alternately, they are required to provide an acceptable water supply as part of their development.

## RECOMMENDATIONS

1. That the Board adopt a formal policy that no additional subdivisions in the Nanoose Bay Peninsula Water Service Area be allowed unless supported by additional approved water supplies and a water supply reserve of 15% of total groundwater pumping capacity in the Nanoose Bay Peninsula Water Service Area has been established.
2. That the Board direct staff to develop a policy to apply charges to new subdivision in the Nanoose Bay Peninsula Water Service Area where additional approved water supplies are not provided as part of that development.

  
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Report Writer

  
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General Manager Concurrence

  
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C.A.O. Concurrence

COMMENTS:



NANAIMO DISTRICT	
COUNCIL CHAMBER	
EAP	
COW	✓ Nov 10 '09
RHD	
BOARD	

# MEMORANDUM

**TO:** Mike Donnelly  
Manager of Water Services

**DATE:** October 28, 2009

**FROM:** Deb Churko, AScT  
Engineering Technologist

**FILE:** 5500-20-SR-01

**SUBJECT:** Inclusion of Lot 1, DL 9, Newcastle District, Plan 20326 into the Surfside Sewer Local Service Area, Electoral Area 'G' (204 Kinkade Road, P Beyeler)

## PURPOSE

To consider a request to include Lot 1, District Lot 9, Newcastle District, Plan 20326 (204 Kinkade Road), into the Surfside Sewer Local Service Area for the purpose of sewer connection (see location in Figure 1).

## BACKGROUND

The subject property is located near the corner of Kinkade Road and the Island Highway, west of Qualicum Beach. The property was developed in the 1970s and consisted of one mobile home dwelling unit. The home on this property had been discharging domestic sewage to an on-site septic tank and disposal field for over 30 years. In 2009, the owners demolished the mobile home and applied for a new single-family home building permit. The owners wish to connect the new home to the community sewer system instead of designing and installing an on-site septic treatment and disposal system. The property owners have petitioned the RDN to be included in the Surfside Sewer Local Service Area (LSA) in order to connect to the community sewer system.

The subject property is located outside of the Urban Containment Boundary where services are not normally provided (as per the *Regional Growth Strategy*). However, both the *Regional Growth Strategy* and the *Electoral Area 'G' Official Community Plan* support the provision of community sewer services to land outside of the Urban Containment Boundary in order to address environmental or health issues. The subject property is located in an environmentally sensitive area adjacent to the Qualicum National Wildlife Area, and near the Little Qualicum River and the Regional District of Nanaimo Surfside Water Service Area water supply wells.

Inclusion in the RDN Pump & Haul Service Area is not a reasonable option. The subject property is located immediately adjacent to the Surfside Sewer Local Service Area boundary, and a sewer collection main is located in front of the property on Kinkade Road.

Surfside Sewer Local Service Area Bylaw No. 1124 (1998) as well as Northern Community Sewer Local Service Area Bylaw No. 889 (1993) require amendment in order to include this property in the sewer service area.

## ALTERNATIVES

1. Accept the application and include the subject property into the Surfside Sewer Local Service Area.
2. Do not accept the application. Under this option, the owner would design and install a suitable on-site treatment and disposal system.

## FINANCIAL IMPLICATIONS

Under Option 1, if the application is approved for inclusion into the Surfside Sewer Local Service Area, there are no financial implications to the RDN. All costs associated with connection to the existing community sewer system would be at the expense of the applicant. Two Capital Charges are payable: \$1,086 for *Surfside Sanitary Sewer Local Service Area Bylaw No. 1516* (sewer collection), and \$1,849 for *Northern Community Sewer Local Service Area Bylaw No. 1331* (sewer treatment). One Latecomer Fee (\$71.00) is collected by the RDN on behalf of Pacific Beach Investments for connection to the existing sanitary sewer main. One sewer connection will be provided to the subject property.

Under Option 2, if the application is not approved, there are no financial implications to the RDN. The owners would install an on-site treatment and disposal system at their cost.

## SUSTAINABILITY IMPLICATIONS

The subject property is located adjacent to the Qualicum National Wildlife Area, and is less than 200 meters from the Little Qualicum River and the Regional District of Nanaimo Surfside Water Service Area water supply wells, which are considered environmentally sensitive areas. Domestic sewage generated from the home on this property has been discharged to an on-site septic tank and septic disposal field since the 1970's. While it may be possible to design and install a new on-site disposal system in accordance with the Sewerage System Regulation, staff suggest that a connection to the community sewer system is a more sustainable solution. By including the subject property into the Surfside Sewer Local Service Area, domestic sewage would be collected by the community sewer system, and treated at the French Creek Pollution Control Centre.

Gravity sewer collection mains are present along Kinkade Road thereby making connection to the local service area possible. Connecting this property to the community sewer system would mitigate the possible impacts of an on-site disposal system to the nearby wildlife reserve, Little Qualicum River, and RDN community water supply wells.

## DEVELOPMENT IMPLICATIONS

The subject property is located in a "Rural Residential" Area outside of the Urban Containment Boundary as described in the *Regional Growth Strategy Bylaw No. 1309 (2003)*. The Regional Growth Strategy supports the provision of community sewer and water services to land outside the Urban Containment Boundary as long as they do not support additional development, consistent with official community plans. Policy 7B of the *Electoral Area G Official Community Plan Bylaw No. 1540 (2008)* indicates that the RDN would provide community sewer services outside of the Urban Containment Boundary in order to address environmental or health issues, as long as a higher level of development on the land is not supported, and the full cost is paid by the landowners.

## INTERDEPARTMENTAL IMPLICATIONS

The subject property is zoned Residential RS2-M pursuant to *Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987*. The "M" Subdivision District indicates a minimum parcel size of 1 hectare (10,000 m<sup>2</sup>). The subject property is 7,648 m<sup>2</sup> in size (1.9 acres), and with the provision of community sewer, subdivision of the property would not be possible under the current zoning. The property would be able to subdivide, however, if a community water connection became available in the future.

In keeping with the intent of the Regional Growth Strategy, the provision of community water and/or sewer services is not intended to allow uses of the property beyond what is currently supported in *Regional District of Nanaimo Bylaw No. 500*. The Little Qualicum Waterworks District is located less than 500 meters away from the subject property. To ensure this property cannot develop further should they obtain a water supply from a community source, a covenant will be registered on the Land Title restricting future subdivision of the property.

**SUMMARY/CONCLUSIONS**

Petitions have been received from the owners of Lot 1, Plan 20326 (204 Kinkade Road) to amend the boundaries of the Surfside Sewer and Northern Community Sewer Local Service Areas. The mobile home on this property had been discharging domestic sewage to an on-site septic tank and disposal field for over 30 years. The owners recently demolished the mobile home and have applied for a new single-family home building permit. The owners wish to connect the new home to the community sewer system instead of designing and installing an on-site septic treatment and disposal system.


Connecting this property to the community sewer system would mitigate the possible impacts of an on-site disposal system to the nearby wildlife reserve, Little Qualicum River, and RDN community water supply wells. The subject property is located immediately adjacent to the Surfside Sewer Local Service Area boundary, and a sewer collection main is located in front of the property on Kinkade Road.

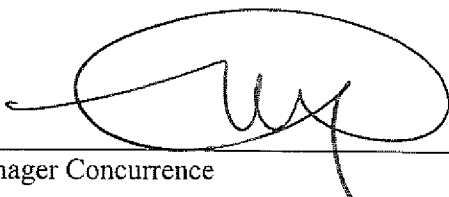
The property is located in a “Rural Residential” Area outside of the Urban Containment Boundary as per the *Regional Growth Strategy*. However, both the *Regional Growth Strategy* and the *Electoral Area ‘G’ Official Community Plan* support the provision of community sewer services to land outside of the Urban Containment Boundary in order to address environmental or health issues, as long as they do not result in a higher level of development on the land and that the full cost is paid by the landowners.

The subject property is 7,648 m<sup>2</sup> in size (1.9 acres), and with the provision of community sewer, subdivision of this property would not be possible under the current zoning. However, in order to uphold the intent of the *Regional Growth Strategy* in the event a community water supply to the property is obtained, a covenant will be registered on the Land Title restricting future subdivision of the property.


**RECOMMENDATIONS**

1. That “Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.10, 2009” be introduced and read three times.
2. That “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.54, 2009” be introduced and read three times.

  
\_\_\_\_\_  
Report Writer

  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:





**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 1124.10**

**A BYLAW TO AMEND THE SURFSIDE  
SEWER LOCAL SERVICE AREA  
ESTABLISHMENT BYLAW NO. 1124**

WHEREAS Surfside Sewer Local Service Area Establishment Bylaw No. 1124, 1998 establishes the Surfside Sewer Local Service Area;

AND WHEREAS the Board has been petitioned to extend the boundary of the local service area to include the property shown outlined on Schedule 'B' of this bylaw;

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

1. The boundaries of the Surfside Sewer Local Service Area, established by Bylaw No. 1124, are hereby amended to include the property shown outlined on Schedule 'B' attached hereto and forming part of this bylaw.
2. Schedule 'A' of Bylaw No. 1124 is hereby deleted and replaced with the Schedule 'A' attached to and forming part of this bylaw.
3. This bylaw may be cited for all purposes as the "Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.10, 2009".

Introduced and read three times this 24<sup>th</sup> day of November, 2009.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2009.

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CHAIRPERSON

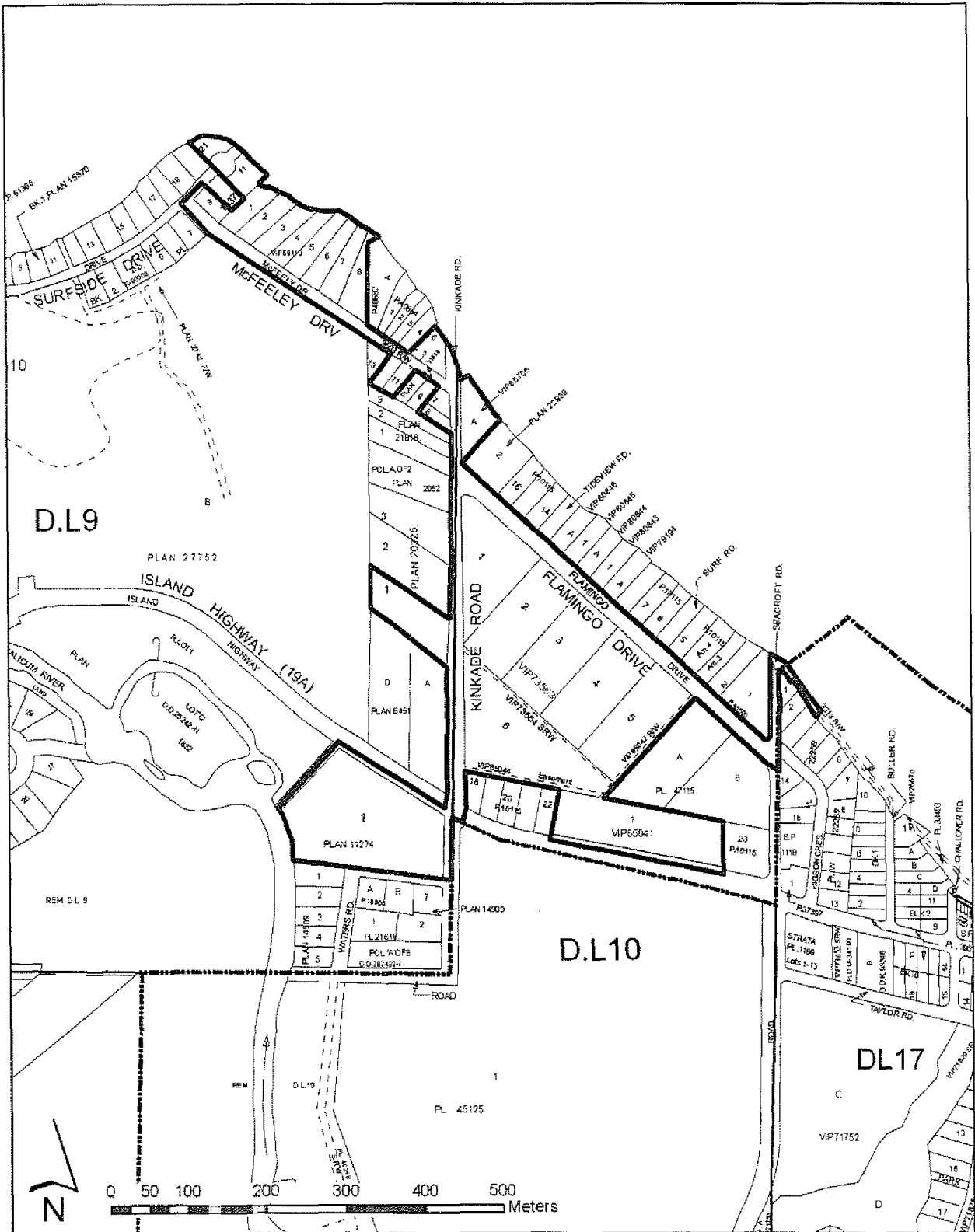
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SR. MGR., CORPORATE ADMINISTRATION

Schedule 'A' to accompany "Surfside Sewer Local Service Area Boundary Amendment Bylaw No. 1124.10, 2009"

Chairperson

Sr. Mgr., Corporate Administration





**REGIONAL DISTRICT OF NANAIMO**

**BYLAW NO. 889.54**

**A BYLAW TO AMEND THE BOUNDARIES  
OF THE NORTHERN COMMUNITY  
SEWER LOCAL SERVICE AREA**

WHEREAS the Board has enacted the “Regional District of Nanaimo Northern Community Sewer Local Service Conversion Bylaw No. 889, 1993”, as amended, which establishes the Northern Community Sewer Local Service Area;

AND WHEREAS the Board wishes to extend the boundaries of the Northern Community Sewer Local Service Area to include the property legally described as follows:

Lot 1, District Lot 9, Newcastle Land District, Plan 20326;

AND WHEREAS the Board has obtained the consent of at least two thirds of the participants;

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

1. Schedules ‘C’ and ‘E’ attached to and forming a part of Bylaw No. 889 are hereby deleted and replaced with Schedules ‘C’ and ‘E’ attached to and forming part of this bylaw.
2. This bylaw may be cited as “Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.54, 2009”.

Introduced and read three times this 24<sup>th</sup> day of November, 2009.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SR. MGR., CORPORATE ADMINISTRATION



EAP		CAO APPROVAL <i>CAW</i>
COW	✓	NOV 10 '09
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BOARD		

# MEMORANDUM

**TO:** Mike Donnelly  
Manager of Water Services

**DATE:** October 28, 2009

**FROM:** Deb Churko, AScT  
Engineering Technologist

**FILE:** 5225-07-CEDAR

**SUBJECT:** Cedar Estates Storm Water Management Service Area, Electoral Area 'A'  
Establishment Bylaw No. 1583, 2009

## PURPOSE

To establish the Cedar Estates Storm Water Management Service Area (see location plan in Figure 1).

## BACKGROUND

The owners of Remainder Lot A, Plan VIP57874, and Lot 6, Plan VIP59634, both of Section 14, Range 1, Cedar Land District, have petitioned the RDN to establish a service area for the provision of community storm water service.

The subject properties are located near the Cedar Shopping Centre and are accessed off Cedar and Hemer Roads within Electoral Area 'A'. The Remainder of Lot A Plan VIP57874, and Lot 6 Plan VIP59634 are being developed as 'Cedar Estates' fee-simple properties by Lot 6 Developments Inc. As part of the re-zoning and development of these properties, a storm water management system is required to be designed and constructed and transferred to the Regional District.

In order to establish a taxation authority for the storm water management service area, the Regional District must introduce an establishing bylaw for the lands to be served. This bylaw must be forwarded to the Inspector of Municipalities for approval prior to adoption. The proposed service area is shown in Schedule 'A' of the bylaw attached to this report. Once the service area is established, a regulatory bylaw will also be required to establish fees and charges to recover the costs associated with the operation and maintenance of the storm water management service. The owners have consented to the establishment of the service area and the tax rates for the service by returning a signed petition.

*Regional District of Nanaimo Cedar Estates Storm Water Management Service Area Establishing Bylaw No. 1563* is attached to this report for consideration. The RDN has established only one storm water management service area to date – the *Englishman River Community Storm Water Management Service Area Bylaw No. 1363, 2003*.

## ALTERNATIVES

1. Accept the application and proceed with the establishment of the Cedar Estates Storm Water Management Service Area for Remainder Lot A, Plan VIP57874, and Lot 6, Plan VIP59634, both of Section 14, Range 1, Cedar Land District (this is a condition of re-zoning).
2. Provide alternate direction.

**FINANCIAL IMPLICATIONS**

Under Option 1, if the application is approved, there are no financial implications to the RDN to establish the service and the associated facilities. The developer will pay for the design and construction of the storm water facilities and for any operation and maintenance costs. The annual maintenance cost to residents has not yet been determined however, based on the planned 57 lot subdivision and an estimated \$250,000 property value per lot, an estimated annual cost per property would be \$87.00.

Once established, the new service will create additional, incremental demands on RDN staff and resources to administer the service and maintain the facility. Continued increases in servicing demands will eventually lead to additional staff and associated resources.

**SUSTAINABILITY IMPLICATIONS**

The subject properties are located adjacent to York Lake and wetlands which are considered environmentally sensitive areas. Collection and disposal of street runoff to a storm water detention pond would mitigate the possible impacts of direct runoff to the adjacent environmentally sensitive areas.

**SUMMARY/CONCLUSIONS**


Petitions have been received from the owners of Remainder Lot A, Plan VIP57874, and Lot 6, Plan VIP59634, both of Section 14, Range 1, Cedar Land District (Hemer Road) to establish a storm water service area as a condition of the Cedar Estates development.


The property owners in the service area would pay for the design and construction of the storm water facilities and for the associated annual operation and maintenance costs. The system has been designed to allow for storm water retention and infiltration to the ground, and will require periodic maintenance. RDN staff and resources will be required to administer this new service.

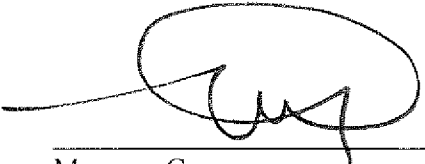
The Regional District must introduce an establishing bylaw in order to establish a taxation authority for the storm water management service area. *Regional District of Nanaimo Cedar Estates Storm Water Management Service Establishment Bylaw No. 1563* is attached to this report for consideration.


**RECOMMENDATION**

That "Regional District of Nanaimo Cedar Estates Storm Water Management Service Establishment Bylaw No. 1583, 2009" be introduced, read three times, and forwarded to the Inspector of Municipalities for approval.

  
\_\_\_\_\_  
Report Writer

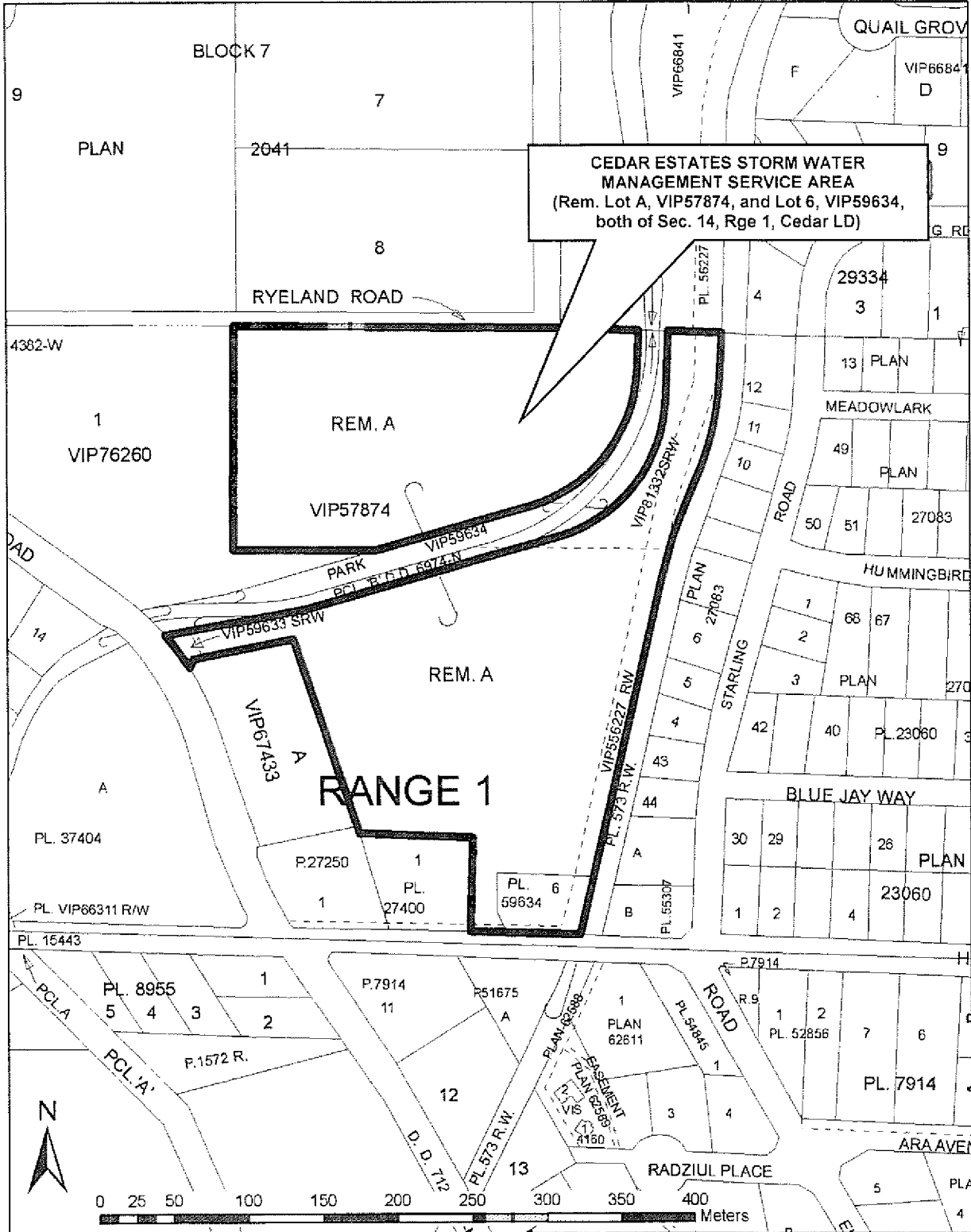
for   
\_\_\_\_\_  
General Manager Concurrence

  
\_\_\_\_\_  
Manager Concurrence

  
\_\_\_\_\_  
CAO Concurrence

COMMENTS:

Figure 1 – Location Plan





## REGIONAL DISTRICT OF NANAIMO

### BYLAW NO. 1583

#### A BYLAW TO ESTABLISH A COMMUNITY STORM WATER MANAGEMENT SERVICE IN A PORTION OF ELECTORAL AREA 'A'

WHEREAS pursuant to Section 796 of the *Local Government Act*, a regional district may operate any service that the board considers necessary or desirable for all or a part of the regional district;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to establish a storm water management service in a portion of Electoral Area 'A';

AND WHEREAS pursuant to Section 797.4 of the *Local Government Act*, the Board of the Regional District of Nanaimo has received a sufficient petition for services;

AND WHEREAS pursuant to Section 801.5 the Director of Electoral Area 'A' has consented, in writing, to the adoption of the this Bylaw;

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

1. **Service**

The service established by this Bylaw is the "Cedar Estates Storm Water Management Service" for the purpose of constructing, owning and operating a community storm water management system.

2. **Boundaries**

The boundaries of the service area are that portion of Electoral Area 'A' shown outlined on Schedule 'A' of this Bylaw. The service area shall be known as the "Cedar Estates Storm Water Management Service Area".

3. **Participating Areas**

Electoral Area 'A' is the only participating area in the service.

4. **Cost Recovery**

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;

- (b) parcel taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (c) fees and charges imposed under Section 363 of the *Local Government Act* or another Act;
- (d) revenues raised by other means authorized under the *Local Government Act* or another Act;
- (e) revenues raised by way of agreement, enterprises, gift, grant or otherwise.

5. **Maximum Requisition**

As provided in Section 800.1 of the *Local Government Act*, the maximum amount that be requisitioned for the service shall be the greater of:

- (a) \$5,000.00 or
- (b) the amount calculated by applying a rate of \$1.932 per \$1,000 to the net taxable value of land and improvements in the service area.

6. **Citation**

This bylaw may be cited for all purposes as the “Regional District of Nanaimo Cedar Estates Storm Water Management Service Establishment Bylaw No. 1583, 2009”.

Introduced and read three times this 24<sup>th</sup> day of November, 2009.

Received the approval of the Inspector of Municipalities this \_\_\_\_ day of \_\_\_\_\_, 2009.

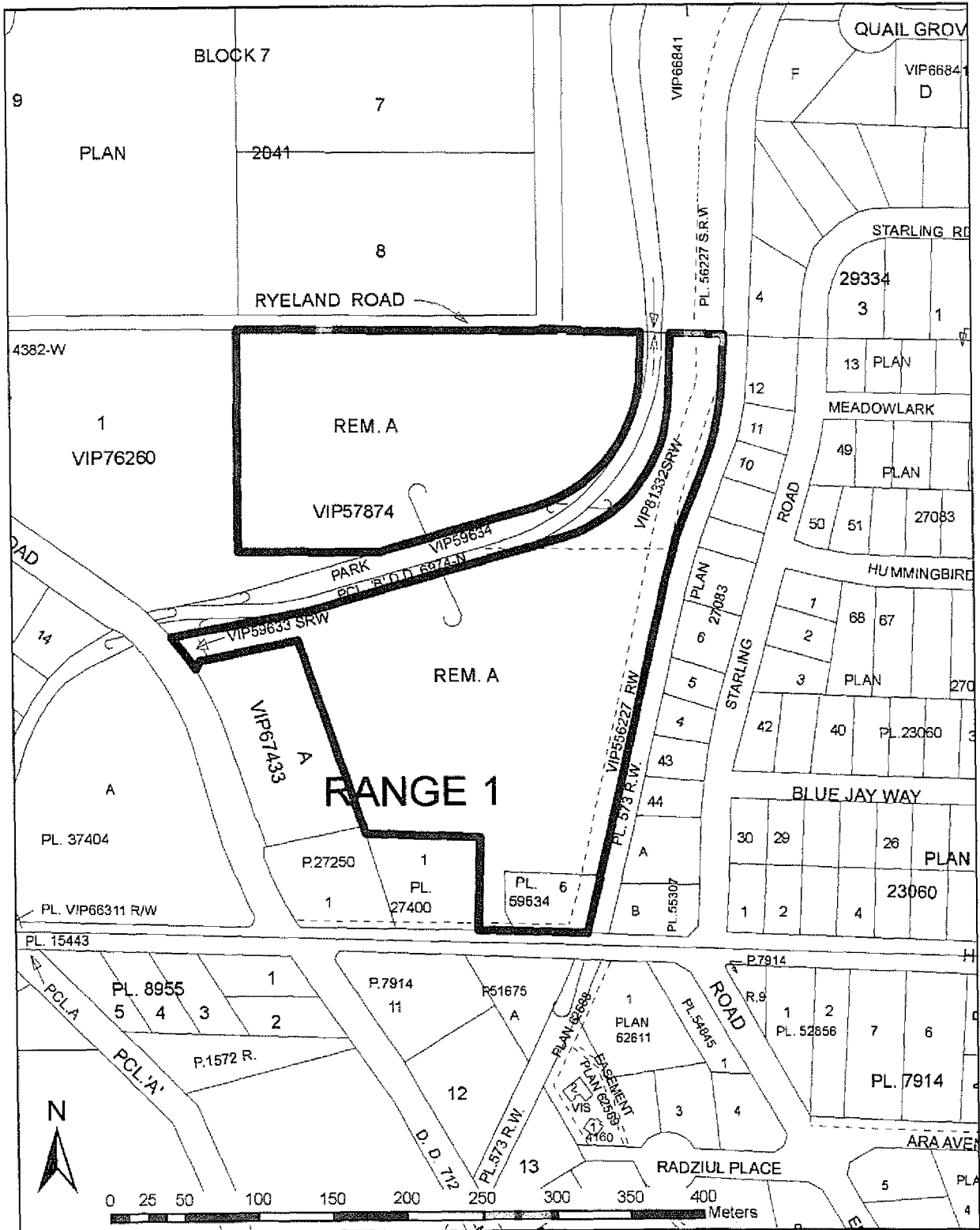
Adopted this \_\_\_\_ day of \_\_\_\_\_, 2009.

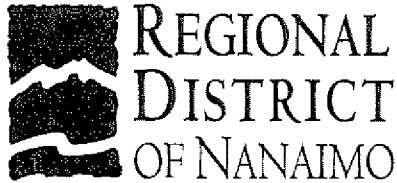
\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
SR. MGR., CORPORATE ADMINISTRATION

Chairperson

Sr. Mgr., Corporate Administration





EAP		Nov 10 '09
COW		✓
RFD		
BOARD		

# MEMORANDUM

**TO:** Mike Donnelly, AScT  
Manager of Water Services

**DATE:** October 28, 2009

**FROM:** Deb Churko, AScT  
Engineering Technologist

**FILE:** 5500-21-01

**SUBJECT: Streetlighting Petition  
Inclusion into the Rural Streetlighting Local Service Area  
Prawn Road, Nanoose Bay (Walbern Ventures Inc.), Electoral Area "E"**

## PURPOSE

To consider the request to include Lots 1 and 2, Plan 47545, and Lot A, Plan VIP80224, DL 84, Nanoose Land District into the Rural Streetlighting Local Service Area (see Location Plan in attached Figure 1).

## BACKGROUND

The owner of the above-noted properties has petitioned the Regional District of Nanaimo (RDN) to be included in the Rural Streetlighting Local Service Area (LSA). The three subject properties are the location of a new non-strata subdivision being developed by Walbern Ventures Inc. at the end of Prawn Road in Dorcas Point, Nanoose Bay. Streetlights are being proposed on ornamental poles along the new section of Prawn Road where new single-family homes will be constructed.

The developer wishes to install eight steel ornamental poles along the roadway at his cost. The streetlights will have carriage-style lanterns with 100 Watt High Pressure Sodium bulbs. A streetlight will not be placed at the entrance to the subdivision at the request of the neighbouring property owner. As with each RDN streetlighting LSA, BC Hydro charges the annual cost to operate streetlights to the RDN, and the RDN in turn recovers those costs from all owners within the Rural Streetlighting Local Service Area.

*Regional District of Nanaimo Rural Streetlighting Local Service Area Bylaw No. 791, 1989* requires an amendment in order to include these properties within the taxation boundary for streetlighting service.

## ALTERNATIVES

1. Accept the request for inclusion into the Rural Streetlighting Local Service Area.
2. Do not accept the request, and streetlights would not be installed along the new section of Prawn Road.

## FINANCIAL IMPLICATIONS

Under Alternative 1, if Rural Streetlighting Amendment Bylaw No. 791.18 is adopted, there are no financial implications to the RDN. Streetlights would be installed along the new section of Prawn Road by the developer at his cost. The annual power charges would be paid by the property owners within the Rural Streetlighting Local Service Area at a rate of \$6.90 per \$100,000 of property assessment. No Capital Charges or DCCs apply to streetlighting service.

Under Alternative 2, if Rural Streetlighting Amendment Bylaw No. 791.18 is not adopted, there are no financial implications to the RDN. Only RDN staff costs have been incurred to date.

**SUSTAINABILITY IMPLICATIONS**

The proposed street lights provide efficient lighting at the lowest wattage available at this time. Spacing of the light standards is greater than the typical design standards, this will result in reduced energy consumption and impact from light pollution.

**SUMMARY/CONCLUSIONS**

Petitions have been received to amend the boundaries of the Rural Streetlighting Local Service Area. The three subject properties are the location of a new non-strata subdivision being developed at the end of Prawn Road in Nanoose Bay. The developer wishes to install eight steel ornamental poles with carriage-style lamps along the new section of Prawn Road.

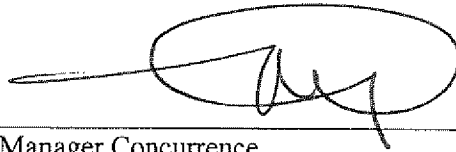
There are no financial implications to the RDN. The developer will install the streetlights at his cost, and property owners within the Rural Streetlighting Local Service Area would pay the annual power charges.

**RECOMMENDATION**

That "Rural Streetlighting Local Service Area Amendment Bylaw No. 791.18, 2009" be introduced and read three times.



Report Writer



Manager Concurrence



General Manager Concurrence



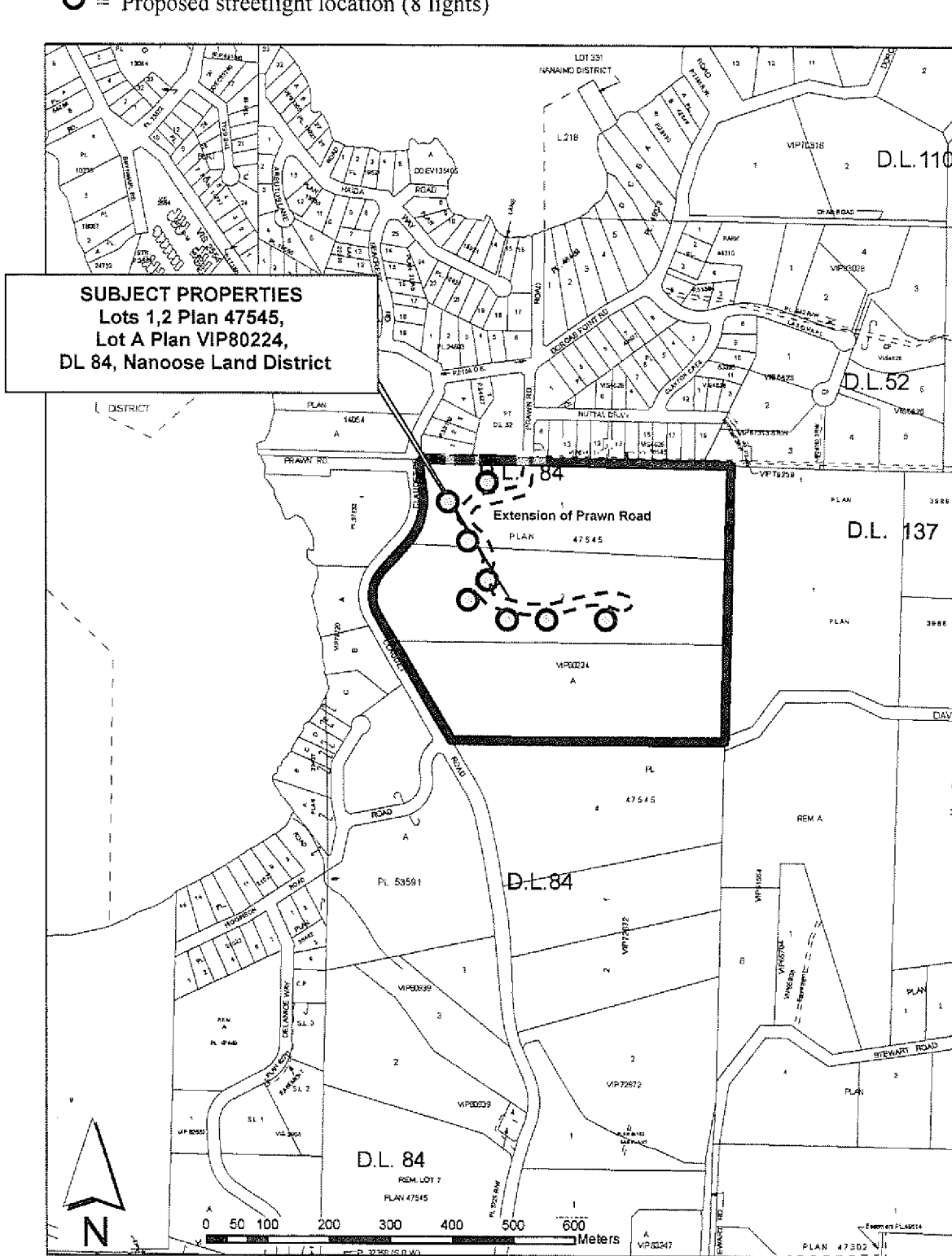
CAO Concurrence

**COMMENTS**

Figure 1 – Location Plan

**Legend**

○ = Proposed streetlight location (8 lights)



REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 791.18

A BYLAW TO AMEND THE RURAL  
STREETLIGHTING LOCAL SERVICE AREA  
ESTABLISHMENT BYLAW NO. 791

WHEREAS the Regional District of Nanaimo by Bylaw No. 791 established the Rural Streetlighting Local Service;

AND WHEREAS pursuant to Section 802 of the *Local Government Act* the Board wishes to extend the boundaries of the service area to include three additional properties;

AND WHEREAS the Board has received a sufficient petition for services;

AND WHEREAS the Directors of Electoral Areas 'A', 'E' 'G' and 'H' have consented, in writing, to the adoption of this Bylaw;

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

1. The boundaries of the Rural Streetlighting Local Service Area are hereby revised to include the properties outlined on Schedule 'A' attached hereto and forming part of this bylaw.
2. Schedules 'B-1', 'B-2', 'B-3', and 'B-4' attached to and forming part of Bylaw No. 791 are hereby deleted and replaced with Schedules 'B-1', 'B-2', 'B-3', and 'B-4' attached to and forming part of this bylaw.
3. This bylaw may be cited as "Rural Streetlighting Local Service Area Boundary Amendment Bylaw No. 791.18, 2009."

Introduced and read three times this 24th day of November, 2009.

Adopted this \_\_\_ day of \_\_\_\_\_, 2009.

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION





## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR MEETING HELD ON THURSDAY, OCTOBER 15, 2009 AT OCEANSIDE PLACE 2:00PM

- Attendance:** Frank Van Eynde, Electoral Area 'E', Chairperson  
Dave Bartram, Director, RDN Board  
Reg Nosworthy, Electoral Area 'F'  
Jack Wilson, Councillor, Town of Qualicum Beach  
Eve Flynn, Trustee, School District #69  
Teresa Patterson, Councillor, City of Parksville
- Staff:** Carol Mason, Chief Administrative Officer  
Nancy Avery, General Manager of Finance and Information Services  
Tom Osborne, General Manager of Recreation and Parks  
Dean Banman, Manager of Recreation Services  
Dan Porteous, Superintendent of Arenas and Southern Recreation Services  
Mike Chestnut, Superintendent of Facility Operations  
Chris Midgley, Sustainability Coordinator  
Marilynn Newsted, Recording Secretary
- Regrets:** Michael Procter, Electoral Area 'H'
- Also in Attendance:** Joe Stanhope, Director and RDN Board Chairperson  
Lou Biggemann, Director, RDN Board
- 

#### CALL TO ORDER

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

#### DELEGATIONS

MOVED Commissioner Bartram, SECONDED Commissioner Nosworthy, that the Parksville Qualicum Community Foundation (The Hand), be received.

CARRIED

Mr. Lars Bakstad, Director of the Parksville Qualicum Foundation presented an overview of the Parksville Qualicum Community Foundation Youth Action Committee's (The Hand) purpose and the criteria of the Golden Hand Award. Mr. Bakstad acknowledged the receipt in the spring of a Recreation Grant in the amount of \$1,850 which was designated to be used to fund a Halloween event in Oceanside. Due to a change in membership and focus for the group, a request was submitted to use the funds for an alternate purpose. Mr. Bakstad stated the group contacted staff about the change in direction and they were informed the proposal to change the project was denied and they were requested to return the \$1,850 which was provided to them in June 2009. Mr. Bakstad requested their request be reconsidered by the Commission as they believe the Golden Hand Award project would engage District youth and support the Youth Recreation Plan.

## PRESENTATION

### **Ravensong Repair and Expansion**

Mr. Osborne introduced the Ravensong Repair and Expansion Project Consulting Team, Mark Van Ek, Venture Pacific Construction Management, C. J. Rupp, Hughes Condon Marler and Harold Stewart from AME Group Ltd.

Mr. Rupp reviewed the nine recommendations outlined in the Ravensong Aquatic Centre Renovation Phase I Summary Report, which are:

- 1) Barrel Vault Skylight Replacement
- 2) Interior Structural Steel
- 3) Natatorium Light Fixture Replacement
- 4) Drain Pipe Work
- 5) Electrical/Communications Services
- 6) Salt Water/Electrochlorinator Water Treatment System
- 7) Air Handling Units
- 8) Pool Tank Integrity
- 9) Building Envelope Remedial Work

## MINUTES

MOVED Commission Wilson, SECONDED Commissioner Bartram, that the Minutes of the District 69 Recreation Commission Meeting held September 17, 2009, be approved.

CARRIED

MOVED Commissioner Flynn, SECONDED Commissioner Nosworthy, that the Minutes of the District 69 Recreation Commission Grants Committee Meeting held October 1, 2009, be approved.

CARRIED

## FUNCTION REPORTS

### **Oceanside Place**

Mr. Porteous presented the monthly update for Oceanside Place highlighting the following items:

- The Lion's Club sponsored free Family Skate Sessions have not adversely affected the Arena revenue, as was the concern originally, and in fact has significantly increased the attendance numbers and also numbers for the Everyone Welcome Sessions which immediately follows the Family Skate.
- Due to grant cut backs, both Oceanside Minor Hockey and Sandy Shores Figure Skating Club have had to return some ice time, which staff are in the process of trying to resell.
- Save On Foods have sponsored a new lighted sign in the Arena.
- Staff will be attending an RDN H1N1 Workshop to review procedures for Regional District staff, especially for those staff who work in high risk areas.

### **Ravensong Aquatic Centre/Recreation Coordination**

Mr. Banman presented the monthly update for Ravensong Aquatic Centre/Recreation Coordination Function highlighting the following items:

- The Aquatic Centre was closed for the regular maintenance shutdown during the last part of August until September 16, 2009.
- Year to date comparisons, for the month of September, reflect lower numbers in 2009 due to the maintenance shutdown carrying on into September.
- The fall/winter program registration has begun.
- Staff will begin working on the Youth Strategy Plan in the coming weeks.
- The posting for the Recreation Programmer (Child and Youth) has closed and interviews will be held next week.

### **Regional Parks and Trails and Community Parks (EA “E” – “H”)**

Mr. Osborne presented the monthly update for the Regional Parks and Trails and Community Parks (EA ‘E’ – ‘H’) highlighting the following items:

- Work is wrapping up on the final location of the park trail dedication in the Claudet Road subdivision in Electoral Area ‘E’.
- Staff, along with representatives of Fairwinds, are working on the dedication and designation of regional and community parkland in the Fairwinds Development.
- Park amenity inspections are taking place in Electoral Area ‘F’.
- Noted fire code required improvements to the community hall, in the Dashwood Community Park, have been completed.
- Boardwalk improvements and maintenance work has been completed in Dunsmuir Community Park.
- As part of the Englishman River Regional Park Management Plan staff have completed the trail crossing for equestrian use, which was approved by the Department of Fisheries and Oceans, the Ministry of Environment and the equestrian group.
- A considerable amount of work has been done in Home Lake Regional Park, most notable, the guardrail replacement on the bridge over the Little Qualicum River.
- The Mt. Arrowsmith Massif Regional Park Official Opening was held on September 18, 2009.

MOVED Commissioner Bartram, SECONDED Commissioner Wilson, that the Reports be received.

CARRIED

### **BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE**

Mr. Banman reviewed the Correspondence received from True Sport earlier in the year, noting the organization’s request to reaffirm positive sporting values and principles.

MOVED Commissioner Nosworthy, SECONDED Commissioner Bartram, that the Regional District of Nanaimo voice their commitment to and support to True Sport and it’s principles by joining the True Sport Movement.

CARRIED

## NEW BUSINESS

### **Ravensong Repair and Expansion Report**

Mr. Osborne reviewed the Ravensong Repair and Expansion Report covering the projected costs and the financial options for the project. Mr. Osborne stated staff had applied for two grants to assist with the project. The Canada – BC Building Canada Fund grant application which was not approved. The second grant application to the Recreation Infrastructure Canada program, which would provide one million dollars toward the project, is still proceeding through the review process. Mr. Osborne stated he has been in contact with Western Diversification Canada and they stated the grant application was very strong, fulfilled all the requirements and that the results should be announced in the next coming days or weeks.

Mr. Osborne noted he has reiterated with Western Diversification there are portions of the project which they require to be completed by March 31, 2010, and the remainder of the project by March 31, 2011. Mr. Osborne stressed the main concern now is the March 31, 2010 deadline, as the project schedule outlined in the staff report reflects the receipt of the grant on September 1, 2009, which is no longer true, therefore he will work with the consultants to review the project schedule.

Mr. Osborne also noted \$550,000 in constructions costs are directly related to heat recovery improvements and there is opportunity of future grant funding to cover this portion of the project.

Mr. Osborne stated staff had completed a thorough review of capital plan, itemizing items to be addressed in the existing year or under the five year plan, which identified \$620,000 for these proposed projects. One item the sand filters, which would be about \$133,000, is still being reviewed with consultants.

Mr. Osborne reported he worked very closely with the General Manager of Finance and Information Services, in preparing the three financial options for proceeding with the project, noting:

- The first option presented, is a proposal to proceed with the \$5.2 million repair project and would require raising the tax requisition and borrowing from reserves.
- The second option is relatively the same as the first, the only difference would be raising the requisition to include the repairs of \$4.6 million and the \$620,000 additional capital items which have been identified.
- The final financial option reflects the receipt of the one million dollar Western Diversification grant.

MOVED Commissioner Patterson, SECONDED Commissioner Wilson, that the building remediation and additional capital refurbishment budget of \$5,227,000 for the Ravensong Aquatic Centre be approved.

AND that funds for the project be secured from a combination of additional property taxes in the amount of \$1,220,000 in 2010 and internal reserves to a maximum of \$4,007,000.

AND that tenders for the project be delayed as long as practical pending an announcement of Recreational Infrastructure Canada grant funding.

AND that staff report back to the Board identifying the specific internal reserves and repayment terms.

Commissioners Bartram and Nosworthy stated their concern about the uncertainty of the total project cost, as portions of the repair work involves issues which may be hidden until the facility is under repair.

MOVED Commissioner Bartram, SECONDED Commissioner Nosworthy, that the Ravensong Aquatic Centre – Repair and Upgrades Report be deferred back to staff to provide more information on the project’s costs and that they report to the Board with additional financial options to consider.

CARRIED

**Grants Committee Recommendations**

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

<b>Community Group</b>	
Associated Family and Community Support Services- Boys Club ski trip	1,600
Associated Family and Community Support Services- Girls Club surf trip	1,500
German Ju Jutsu Foundation- Gis for non-profit youth services	1,500
Kumbana Marimba Youth Band- instruments	3,250
Oceanside Kidfest Society- youth activities	1,293
Rough Diamonds Creative Arts Society- sound equipment, art supplies and promotion	1,560

CARRIED

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

<b>Community Group</b>	
Coombs Halloween Candy Walk- fireworks, candy	1,500
Lighthouse Floor Curlers- equipment	1,800
Nanoose Place Landscaping Project- excavation and irrigation	2,500
Parksville Lawn Bowling Club- building access	1,390

CARRIED

MOVED Commissioner Wilson, SECONDED Commissioner Nosworthy, that the Regional District denies The Parksville Qualicum Foundation - The Hand proposal to change the project and request the return of the \$1,850 RDN Recreation Grant provided June 2009.

CARRIED

MOVED Commissioner Bartram, SECONDED Commissioner Nosworthy, that staff approach the Parkville Qualicum Community Foundation Youth Action Committee – The Hand, to discuss possible collaboration with regard to the Youth Services Review and to further discuss their grant application and to advise them the \$1,850 funds will be reserved for a future application by the group, should they decide to reapply.

CARRIED

MOVED Commissioner Wilson, SECONDED Commissioner Nosworthy, that the late application from the Parkville Panters Hockey Club be deferred to the January 2010 Recreation Grant process.

CARRIED

MOVED Commissioner Wilson, SECONDED Commissioner Flynn, that the application from the Oceanside Track and Field Club be deferred back to the District 69 Recreation Commission and School District 69 to complete the Track and Field Facility Review.

CARRIED

MOVED Commissioner Wilson, SECONDED Commissioner Nosworthy, that the following applications be denied:

<b>Community Group</b>	
District 69 Minor Softball- equipment	Grants already provided in 2007 and 2008
Outside the Box Project- consultation business	Application does not meet the grant criteria
Parkville and District Assn for Community Living- sensory equipment/room	Application does not meet the grant criteria
Ravensong Aquatic Club- pool rental	Grants already provided in 2008 and 2009

CARRIED

### **Torch Relay Final Meeting**

Mr. Porteous reported the Torch Relay route will be confirmed on Wednesday, October 21. Mr. Porteous noted most of the route communities have their events planned and the official route will be made public shortly.

### **Grant Sub-Committee Vacancy**

The Commission deferred this item to the next meeting.

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE EAST WELLINGTON AND PLEASANT VALLEY  
PARKS AND OPEN SPACE ADVISORY REGULAR COMMITTEE MEETING  
HELD, THURSDAY, SEPTEMBER 24, 2009  
7:00PM**

**Attendance:** Rick Heikkila, Chairperson  
Maureen Young, Director, RDN Board  
Judith Wilson  
Bruce Erickson  
Dale Fulton

**Staff:** Lesya Fesiak, Park Planner

**Absent:** Stephen Ellis

**Also in Attendance:** Charlie Pinker, Alternate Director, RDN Board

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**CALL TO ORDER**

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

**MINUTES**

MOVED B. Erickson, SECONDED R. Heikkila, that as the East Wellington and Pleasant Valley Parks and Open Space Advisory Committee Meeting Minutes included in the agenda package were incomplete, the approval of the Minutes be deferred until the next regular meeting of the Committee.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

MOVED J. Wilson, SECONDED M. Young, that the Correspondence M. Furey, Ministry of Community Development, re: Meadow Drive Community Park Grant Approval, be received.

CARRIED

**REPORTS**

MOVED B. Erickson, SECONDED R. Heikkila, that the Reports be received.

CARRIED

**NEW BUSINESS**

**Meadow Drive Park Progress**

Ms. Fesiak reported the excavation for the playground area and the trench/drainpipe work has been completed. The play area and play field have been hydro-seeded and the playground equipment will arrive and be installed in early October.

MOVED J. Wilson, SECONDED R. Heikkila, that additional meetings of the East Wellington and Pleasant Valley Parks and Open Space Committee, should be scheduled, as required during major projects in which the Committee is involved.

CARRIED

### **Meadow Drive Forest Trail Design**

Ms. Fesiak reported the design work for the trailways and walkways in the Meadow Drive Park was covered by a \$5,000 Active Community Grant. Approximately \$28,000 is required to complete the project.

### **COMMITTEE ROUND TABLE**

The Committee members suggested the Official Opening Ceremonies for the Meadow Drive Community Park should be held in the spring of 2010.

### **COMMITTEE INFORMATION**

The Official Opening of the Extension Heritage Park will be held Sunday, October 4, 2009, at 2:00pm.

The Mt. Benson Management Plan Open House will be held October 15, 2009, at Beban Park, from 4:00 to 8:00pm.

### **ADJOURNMENT**

MOVED J. Wilson that the meeting be adjourned at 9:07pm.

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Chair



**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA 'E' PARKS AND OPEN SPACE ADVISORY  
REGULAR COMMITTEE MEETING HELD  
MONDAY, OCTOBER 5, 2009  
7:00PM**

**Attendance:** Frank Van Eynde, Chair  
George Holme, Director, RDN Board  
Gabrielle Cartlidge  
Stephen Watson  
Bonnie Whipple

**Staff:** Lesya Fesiak, Parks Planner

**Regrets:** Scott Wroe

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**CALL TO ORDER**

Chair Van Eynde called the meeting to order at 7:02pm.

**MINUTES**

MOVED G. Holme, SECONDED S. Watson, that the Minutes of the Electoral Area 'E' Parks and Open Space Advisory Committee Meeting held May 4, 2009, be approved.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

Committee members discussed the proposed construction of a new trail beside the existing easement off Rockhampton Road and Strata #3393. The consensus being the construction of a trail beside an existing access trail would be expensive and that the access point off Schooner Ridge should be investigated.

MOVED S. Watson, SECONDED G. Cartlidge, that staff be directed to contact Strata #3393 Council to discuss the possible development of a land use agreement or easement on the Strata's Common Property that would provide public access to Schooner Ridge Community Park and Trail from Rockhampton Road.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

MOVED G. Holme, SECONDED S. Watson, that the following Correspondence be received:

- T. Osborne to Nanoose Elementary School PAC, Re: Funding Agreement Playground Project
- T. Osborne to Nanoose Elementary School PAC, Re: Signed Funding Agreement and Funding

CARRIED

**REPORTS**

MOVED G. Holmes, SECONDED B. Whipple, that the Reports be received.

CARRIED

**NEW BUSINESS**

**Park Project Prioritization for 2010**

Ms. Fesiak reviewed the Electoral Area 'E' Parks Project Priority List, making minor adjustments as requested by the Committee members.

**COMMITTEE ROUND TABLE**

Mr. Holme noted the official opening of the Mt. Arrowsmith Massif Regional Park was held on September 18, 2009.

**ADJOURNMENT**

MOVED G. Holme, SECONDED W. Watson, that the meeting be adjourned at 8:00pm.

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Chair

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE ELECTORAL AREA 'B' PARKS AND OPEN SPACE ADVISORY  
REGULAR COMMITTEE MEETING HELD TUESDAY, SEPTEMBER 29, 2009  
AT GABRIOLA ISLAND WOMEN'S INSTITUTE HALL  
7:00PM**

**Attendance:** Gisele Rudischer, Director, RDN Board  
Tom Cameron  
Catherine Williams  
Cameron Murray

**Staff:** Lesya Fesiak, Parks Planner

**Regrets:** Jennifer MacLeod

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**CALL TO ORDER**

Ms. Fesiak called the meeting to order at 7:00pm.

**ELECTION OF CHAIR AND SECRETARY**

Ms. Fesiak called for nominations for the position of Chair.

MOVED C. Williams, SECONDED C. Murray, that Tom Cameron be nominated for the position of Chair.

CARRIED

As there were no other nominations received for the position of Chair, Ms. Fesiak declared Tom Cameron Chair.

MOVED T. Cameron, SECONDED C. Williams, that Cameron Murray be nominated for the position of Secretary.

CARRIED

As there were no other nominations received for the position of Secretary, Ms. Fesiak declared Cameron Murray Secretary.

Ms. Fesiak passed the Chair to Mr. Cameron.

**DELEGATIONS**

**Clamshell Drive Community Park, Eric Veale**

Mr. Veale presented his concept for the establishment of community gardens in Clamshell Park. His proposal included the allotment of garden space, a playground area, a picnic area, fencing, water storage, some structures and vehicle access.

## MINUTES

MOVED G. Rudischer, SECONDED C. Williams, that the Minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee Meeting held September 11, 2006, be approved.

CARRIED

## COMMUNICATIONS/CORRESPONDENCE

MOVED G. Rudischer, SECONDED C. Murray, that the following Correspondence be received:

- L. Dowding Carter, Re: Resignation Advisory Committee
- C. and E. Andersen, Re: Rollo McClay Park Misuse Ritchie Road
- M. Pearse to C. Williams, Re: Appointment Advisory Committee
- M. Pearse to J. MacLeod, Re: Appointment Advisory Committee

CARRIED

## BUSINESS ARISING FROM DELEGATIONS

As the Committee had received prior comments and correspondence from the Community opposing the Clamshell Park community garden concept, it was agreed to table the discussion until further information about Clamshell Park's history and neighbourhood consensus regarding the project is provided.

## REPORTS

MOVED G. Rudischer, SECONDED C. Williams, the Community and Regional Parks and Trail update reports be received.

CARRIED

## NEW BUSINESS

### **Gabriola and Area Land Trust Tunnel Trail MoT Application**

Ms. Fesiak reviewed the Gabriola Land and Trails Trust (GaLTT) proposal to provide a trail within MoTI lands on North Road, which would join the 707 Acre Community Park with Elder Cedar (S'ul-hween X'pey) Islands Trust Nature Reserve. The proposed trail, which would be funded by GaLTT, would consist of crushed gravel and with route selection to retain existing trees.

MOVED G. Rudischer, SECONDED T. Cameron, that staff be directed to apply to Ministry of Transportation and Infrastructure for a permit to create the Tunnel Trail, as presented by Gabriola Land and Trails Trust.

CARRIED

### **DeCourcy Stairs**

Ms. Fesiak stated a review of the condition of the three beach access points (A – G15, B – G14 and C – B24) on DeCourcy Drive had been completed, and that the installation of a handrail at beach access C was recommended.

Ms. Fesiak noted a request by neighbours for the restoration of the beach access at site B and their request to include, as a priority item, universal accessibility at the site.

MOVED G. Rudischer, SECONDED C. Williams, that staff be directed to review the option for universal accessibility at beach access site B (G-14) in Electoral Area 'B'.

CARRIED

#### **707 Acre Community Park Management Plan**

Ms. Fesiak noted work on the 707 Acre Community Park Management Plan is in progress, with the draft plan being available in November for review.

#### **COMMITTEE ROUND TABLE**

Mr. Cameron requested a copy of the 2009 Electoral Area 'B' Park Budget be provided for reference.

#### **COMMITTEE INFORMATION**

Next meeting date TBA.

#### **ADJOURNMENT**

MOVED G. Rudischer that the meeting be adjourned at 9:00pm.

#### **IN CAMERA**

MOVED G. Rudischer, SECONDED C. Williams, that pursuant to Section (90) (1) (e) of the Community Charter the Committee proceed to an In Camera meeting to consider land issues.

CARRIED

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Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY  
REGULAR COMMITTEE MEETING HELD  
THURSDAY, OCTOBER 15, 2009  
7:00PM

**Attendance:** Aileen Fabris, Chairperson  
Joe Stanhope, Director, RDN Board  
Jacqueline Thomson  
Minnie Corbett

**Staff:** Wendy Marshall, Manager of Parks Services

**Regrets:** Brian Coath

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**CALL TO ORDER**

Chair Fabris called the meeting to order at 7:10pm.

**MINUTES**

MOVED J. Stanhope, SECONDED M. Corbett, that the Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held May 21, 2009, be approved.

CARRIED

**REPORTS**

Ms. Marshall reviewed the Monthly Update of Community Parks and Regional Parks and Trail Projects April through to September 2009, highlighting the following items:

- The Dashwood Community Association raised funds for playground equipment which will be installed by staff.
- The Miller Road engineering report, which was requested by the DOF, should be completed soon.
- A surround has been constructed for the port-a-potty and a garbage can was installed at Top Bridge Park.

MOVED J. Stanhope, SECONDED J. Thomson, that the Reports be received.

CARRIED

**NEW BUSINESS**

**Bus Stop Near Boulton Community Park**

MOVED M. Corbett, SECONDED J. Stanhope, that on a "without prejudice" basis, staff repair the bus shelter near Boulton Community Park up to a value of \$400.

CARRIED

### **Park Project Priority List**

Ms. Marshall reviewed the Electoral Area 'G' Parks Project Priority List, making minor adjustments as requested by the Committee members.

### **COMMITTEE ROUND TABLE**

Mr. Stanhope stated he had received numerous complaints about dogs running loose on the Wildlife Management Area, adjacent to Little Qualicum River Estuary Regional Conservation Area.

Ms. Marshall stated she will investigate the possible placement of meeting notices in the newspaper under the *Coming Events* column and report back to the Committee with regard to cost, if any.

### **ADJOURNMENT**

MOVED M. Corbett, SECONDED J. Thomson, that the meeting be adjourned at 8:00pm.

CARRIED

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Chair

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE DISTRICT 69 COMMUNITY JUSTICE  
SELECT COMMITTEE MEETING  
HELD ON TUESDAY, OCTOBER 27, 2009 AT 11:00 AM  
IN THE RDN CONFERENCE ROOM**

**Present:**

Director Lou Biggemann	Chairperson
Director Teunis Westbroek	Town of Qualicum Beach
Director George Holme	Electoral Area E
Director Joe Stanhope	Electoral Area G
Director Dave Bartram	Electoral Area H
Director Ed Mayne	City of Parksville

**Also in attendance:**

Nancy Avery	General Manager Finance & Information Services
Linda Burgoyne	Administrative Assistant

**CALL TO ORDER**

The Chairperson called the meeting to order.

**MINUTES**

MOVED Director Holme, SECONDED Director Westbroek, that the minutes from the District 69 Community Justice Select Committee meeting held January 20, 2009, be received.

CARRIED

**DELEGATION**

**Victim Services and Restorative Justice Programs Update.**

S/Sgt. Brian Hunter introduced Darryl Robinson from the Oceanside RCMP Detachment. S/Sgt. Hunter updated the Committee members regarding the Victim Services and Restorative Justice Programs and provided an overview of the job function details, budget information, and statistical information regarding the number of cases worked on over the past year. He advised that costs associated with training for these programs through the Justice Institute of BC will no longer be covered by the Provincial Government and that this will impact their budgets as well as the level of service delivery available to the community.

MOVED Director Stanhope, SECONDED Director Bartram, that the delegation be received.

CARRIED

**ADMINISTRATION**

**Grants-in-Aid Applications:**

1. Spider Lake Community Association – GIA Request: \$1,500.

MOVED Director Bartram, SECONDED Director Holme, that a Grant-in-Aid from the remaining 2009 Electoral Area ‘H’ funds in the amount of \$1,195, be approved to the Spider Lake Community Association. Grant funding is to be used to purchase signage to improve road safety on Spider Lake, Turnbull and Shayla Roads and fire prevention signage for Spider and Illusion Lake Parks.

CARRIED



2. Arrowsmith Agricultural Association Society – GIA Request: \$550.

MOVED Director Stanhope, SECONDED Director Holme, that the grant application for the Arrowsmith Agricultural Association Society be denied.

CARRIED

3. Citizens on Patrol Society – GIA Request \$10,109.

MOVED Director Holme, SECONDED Director Stanhope, that a 2010 grant in the amount of \$9,000 for the Citizens on Patrol Society, be approved.

MOVED Director Holme, SECONDED Director Stanhope, that the grant application for the Citizens on Patrol Society for \$9,000 be approved. Grant funding is to be allocated proportionately in Electoral Area's 'E', 'F', 'G', 'H', City of Parksville and Town of Qualicum Beach, as outlined in their submission.

CARRIED

The question was called on the main motion, as amended.

The motion CARRIED

4. Arrowsmith Community Enhancement Society (ACES) – GIA Request \$1,472.

MOVED Director Westbroek, SECONDED Director Stanhope, that the grant application for the Arrowsmith Community Enhancement Society (ACES), be approved with funds provided from the balance remaining in the Electoral Area 'F' 2009 funding envelope. Grant funding is to be used to purchase a portable safety kitchen for various events.

CARRIED

#### **BUSINESS ARISING FROM DELEGATION**

MOVED Director Westbroek, SECONDED Director Stanhope, that the District 69 Community Justice Select Committee recommends that the requisition for funding to support the Victims Services be increased by an additional \$22,500 in 2010.

CARRIED

#### **NEW BUSINESS**

MOVED Director Bartram, SECONDED Director Westbroek, that a letter be sent to the Provincial Government, local MLA's and news editors highlighting the Regional District's increased financial commitment to community safety despite our concerns that the Province continues in both direct and indirect ways to increase local taxpayer costs, in this instance by insufficiently funding training for Victim's Services and Restorative Justice programs.

CARRIED

#### **ADJOURNMENT**

MOVED Director Stanhope, SECONDED Director Holme, that the meeting adjourn.

CARRIED

TIME: 12:02 PM.

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CHAIRPERSON