

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, MAY 11, 2010

7:00 PM

(RDN Board Chambers)

A G E N D A

PAGES

CALL TO ORDER

DELEGATIONS

- 5 **Linda & Chuck Addison**, re Growth Strategy Amendment to Support Zoning & OCP Amendment Application No. 0604 - 2610 Myles Lake Road - Electoral Area 'C'.
- 6 - 8 **Sally Barton, Bowser Seniors Housing Society**, re Seniors Housing and Our Crown Land Application in Bowser Village Centre.
- Meryl Chahley, Meyers Norris Penny**, re Auditors' Report.

MINUTES

- 9 - 16 Minutes of the regular Committee of the Whole meeting held April 13, 2010.

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

- 17 - 18 **Sally Barton, Bowser Seniors Housing Society**, re Crown Land Application in Bowser Village Centre.
- 19 **J. E. Harrison, City of Nanaimo**, re Regional District of Nanaimo Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577, 2010.

UNFINISHED BUSINESS

FINANCE AND INFORMATION SERVICES

FINANCE

- 20 - 59 2009 Audited Financial Statements.
- 60 - 98 2009 Statement of Financial Information.

99 - 101 2009 Directors' & Committee Members' Remuneration & Expenses.

102 - 119 Nanaimo Regional Hospital District - 2009 Audited Financial Statements.

DEVELOPMENT SERVICES

BUILDING & BYLAW

120 - 124 Notice of Building Bylaw Contravention - 2443 Arlington Road - Area 'E'.

*Delegations wishing to speak to Notice of Building Bylaw Contravention at 2443
Arlington Road - Area 'E'.*

125 - 128 Property Maintenance Contravention - 2307 Gould Road West - Area 'A'.

*Delegations wishing to speak to Property Maintenance Contravention at 2307
Gould Road West - Area 'A'.*

129 - 132 Property Maintenance Contravention - 225 DeCourcy Drive - Area 'B'.

*Delegations wishing to speak to Property Maintenance Contravention at 225
DeCourcy Drive - Area 'B'.*

Building Inspection Service - Public Consultation Plan for Proposed Expansion. (to be
circulated)

PLANNING

133 - 165 Regional Growth Strategy Amendment to Support Zoning & OCP Amendment
Application No. 0604 - Addison - 2610 Myles Lake Road - Electoral Area 'C'.

RECREATION AND PARKS SERVICES

PARKS

166 - 180 Area 'H' Community Parks Service - Licence of Occupation Renewal for Water
Access at Sunnybeach Road.

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

181 - 185 RDN Wastewater Services - Annual Wastewater Treatment Facilities Report.

186 - 189 Proposed Expansion of Surfside Sewer Service - Results of Property Owner
Consultation.

WATER

190 - 192 RDN Water Services - Well Condition Assessment & Maintenance Plan.

- 193 - 196 Proposed Acquisition of Whiskey Creek Water District.
- 197 - 198 San Pareil Water Service - Expenditure of Funds from Security Issuing Bylaw No. 1395 for Replacement of Water Main.

COMMISSION, ADVISORY & SELECT COMMITTEE

District 69 Recreation Commission.

- 199 - 226 Minutes of the District 69 Recreation Commission meeting held April 15, 2010. (for information)

1. *That the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.*
2. *That staff be directed to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Areas E, F, G and H and have won a Provincial, Western Canadian, National or World championship for the District 69 Recreation Commission's consideration.*
3. *That the District 69 Recreation Financial Assistance Program report be received as information.*

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

- 227 - 228 Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held April 12, 2010. (for information)

Grants-in-Aid Advisory Committee.

- 229 - 230 Minutes of the Grants-in-Aid Advisory meeting held May 5, 2010. (for information)

District 68

That the following grants be awarded:

<u>Name of Organization</u>	<u>Amount Recommended</u>
Hope Centre	\$ 500
Jonanco Hobby Workshop Association	\$ 460
Poetry Gabriola Society	<u>\$ 1,000</u>
	<u>\$ 1,960</u>

District 69

That the following grants be awarded:

<u>Name of Organization</u>	<u>Amount Recommended</u>
<i>Arrowsmith Community Enhancement Society</i>	<i>\$ 1,500</i>
<i>Bow Horne Bay Community Club</i>	<i>\$ 800</i>
<i>Errington War Memorial Hall Association</i>	<i>\$ 1,300</i>
<i>Lighthouse Country Marine Rescue Society</i>	<i>\$ 1,500</i>
<i>Mount Arrowsmith Biosphere Foundation</i>	<i>\$ 700</i>
<i>Oceanside Volunteer Association</i>	<i>\$ 1,000</i>
<i>Parksville & District Association for Community Living</i>	<i>\$ 1,600</i>
<i>Vancouver Island Opera</i>	<i><u>\$ 1,000</u></i>
	<i><u>\$ 9,400</u></i>

Regional Solid Waste Advisory Committee.

231 - 233 Minutes of the Regional Solid Waste Advisory Committee meeting held April 22, 2010. (for information)

Transit Select Committee.

234 - 237 Minutes of the Transit Select Committee meeting held April 22, 2010. (for information)

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

BOARD INFORMATION (Separate enclosure on blue paper)

ADJOURNMENT

IN CAMERA

That pursuant to Section 90(1) (e) of the Community Charter the Board proceed to an In Camera Committee of the Whole meeting to consider items related to land issues.

Armstrong, Jane

From: Linda Addison [addisoncl@shaw.ca]
Sent: May 4, 2010 12:22 AM
To: Armstrong, Jane
Subject: Request to Speak at COW - May 11

2610 Myles Lake Rd.
Nanaimo, B.C.
V9X 1E7

Good Morning Jane,

We are requesting to appear as a Delegation at the COW meeting on May 11, 2010.

We will be speaking to our Application No. AA -0604 - Addison, Electoral Area C - 2610 Myles Lake Road request for Regional Growth Strategy Amendment - OCP Zoning Amendment.

We can be contacted at: 250 753-3650 or at addisoncl@shaw.ca

Thank you for your consideration.

Chuck & Linda Addison

Armstrong, Jane

From: Bowser Seniors Housing Society [bshs@shaw.ca]
Sent: May 5, 2010 1:31 PM
To: Armstrong, Jane
Cc: Thorkelsson, Paul; Dave Bartram
Subject: Re: RDN Board Delegation - May 11 2010

Delegation Request:

We, the Bowser Seniors Housing Society, wish to attend the RDN Board Meeting on Tuesday May 11th, 2010 to make a presentation.

Organization: Bowser Seniors Housing Society, P.O. Box 155, Bowser, BC V0R 1G0, phone: 250-757-8455 (Sally Barton, Secretary)

Delegates: President, Elizabeth Hieronymi, Secretary, Sally Barton, and other directors of the society

Spokesperson: Sally Barton

Title of presentation: Seniors housing and our Crown Land application in Bowser Village Centre.

Topic Summary (as per correspondence dated April 19, 2010):

The Bowser Seniors Housing Society (S-49907) (previously named the 211 Seniors Housing Society) is a registered charitable organization, established in 2005. Its purpose is: 'To provide and operate non-profit housing exclusively for seniors and elderly veterans'.

We are currently at the stage of finding an appropriate location where independent supportive seniors housing can be constructed. We recently participated in the RDN's Area 'H' Village Planning process, and are now in the preliminary stages of putting in an application for Crown Land which is within the boundaries of Bowser Village Centre. These are Lots 1 and 2, District Lot 36, Newcastle District, Plan 2076 (PIDs 006-726-348, and 006-726-984). This would be an ideal location for seniors housing as it is close to all the services and amenities of Bowser, including (but not limited to) our new library, Tomm's Food Village, The Bean Counter coffee shop, the Royal Canadian Legion Branch #211, and a branch of the Union Bay Credit Union.

We have already had discussions with the ILMB about the Crown Land and have prepared an application but it is on hold at present, waiting for a resolution of the Proposed Land Use Objective relating to Coastal Douglas-Fir moist marine biogeoclimatic subzone. We are told that a decision should be made by the end of May or early June, and we have an application ready to go when the ILMB advise us to do so. We also have several letters of support from local dignitaries and businesses, to show that we have broad support within the community for our application and objectives.

In the Bowser Village Plan the land-use designation for these lots is Civic and Cultural. This designation includes uses such as: Parks, open space, playgrounds; Educational uses; Arts; Transit (railway station/platform, railway, bus station); Temporary outdoor markets; Schools; Seniors housing; Affordable housing; Police, fire and ambulance stations; Government offices; Museums; Clinics; Recreational and cultural centres; Libraries; Post offices; and Churches. This Society is only expecting to provide one of those uses (seniors housing), and we do not expect to need all of the acreage of the two lots. We would, however, like to locate the housing at the north end of both lots.

We therefore wish to suggest that we could partnering with the Regional District of Nanaimo in some way to gain access to these two Crown Land lots within the boundaries of the Village of Bowser. As a Society our application requests a Nominal Rent Tenure on the Crown Land, but the RDN would probably apply for a Free Crown Grant.

We would appreciate being able to meet with RDN staff and directors to discuss the potential for this partnering opportunity, so that both parties can express their interests, concerns, and any reservations. We want to ensure that that such a partnership is the right way to go in principle before spending a lot of effort working on the details.



BOWSER BSHS Crown Land

Legend

Water - River, Canal, etc. - Colour Thinned (1:20,000)

Canal

River or Stream - Dashed

Water - River, Canal, etc. - Outlined (1:20,000)

Canal

River or Stream - D. Thinned

Water - Lake, Reservoir, etc. - Colour Thinned (1:20,000)

Marsh - Tidal Pond

Lake - Channel

Reservoir - Dammed

Water - Lake, Reservoir, etc. - Outlined (1:20,000)

Marsh - Tidal Pond

Lake - Dammed

Reservoir - D. Thinned

Water - Wetlands - Colour Thinned (1:20,000)

Marsh - Tidal Pond

Lake - Dammed

Reservoir - D. Thinned

Water - Ocean - Colour Filled (1:20,000)

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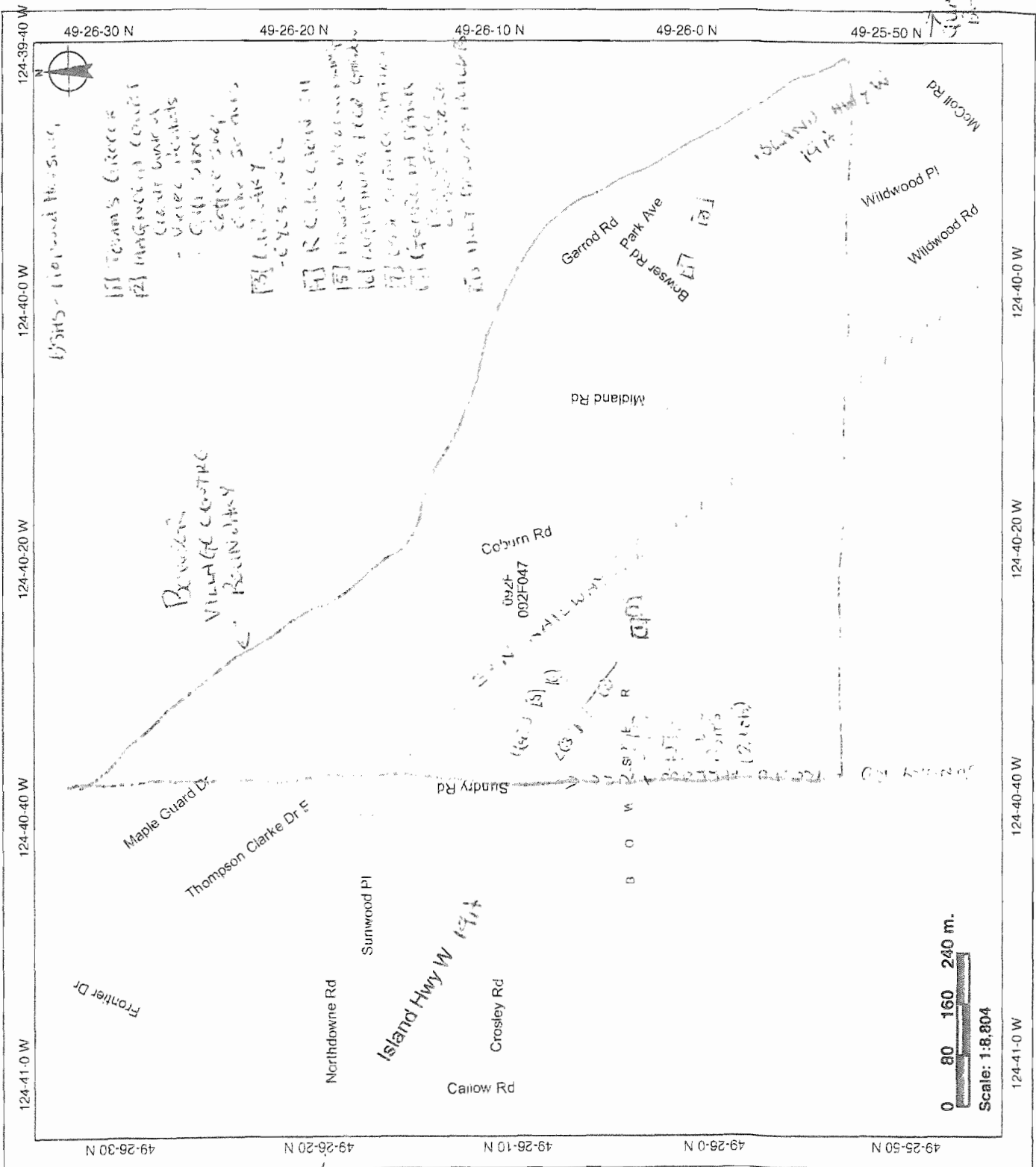
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CAUTION: Maps are not intended to be used as a legal document. They are not intended to be used in litigation. They may be updated without notice. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Map Projection: NAD83, Albers Linear Area Conic

Key Map of British Columbia

Fort St. John
Terrace
Quesnel
Vernon
Frail
Victoria



REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON TUESDAY, APRIL 13, 2010 AT 7:01 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
Alternate	
Director B. Dempsey	District of Lantzville
Director E. Mayne	City of Parksville
Director T. Westbroek	Town of Qualicum Beach
Director J. Ruttan	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director L. Sherry	City of Nanaimo

Also in Attendance:

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

CALL TO ORDER

The Chairperson welcomed Alternate Director Dempsey to the meeting.

DELEGATIONS

Michele Deakin, Mid Vancouver Island Habitat Enhancement Society, re Results of the Bio-inventory of the Englishman River Estuary and Nearshore.

Ms. Deakin presented the results of the Bio-inventory of the Englishman River Estuary and Nearshore.

MINUTES

MOVED Director Westbroek, SECONDED Director Bartram, that the minutes of the regular Committee of the Whole meeting held March 9, 2010 be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Funding/Regional Services Review.

MOVED Director Westbroek, SECONDED Director McNabb, that the correspondence from the Town of Qualicum Beach be received.

CARRIED

Howard Waldner, Vancouver Island Health Authority, re Grant to Support Capacity Building for Homelessness.

MOVED Director Westbroek, SECONDED Director McNabb, that the correspondence from the Vancouver Island Health Authority be received.

CARRIED

FINANCE AND INFORMATION SERVICES

FINANCE

Cell Tower Proposal - Greater Nanaimo Pollution Control Centre.

MOVED Director Kipp, SECONDED Director Holdom, that staff be authorized to negotiate a cellular tower location agreement with Cascadia Tower.

CARRIED

Bylaws No. 821.08, 964.05, 991.03, 1022.07, 1385.06 & 1439.03 - Amend the Errington, Dashwood, Nanoose, Coombs Hilliers, Bow Horn Bay and Extension Fire Protection Service Establishment Bylaws to include Rescue Services.

MOVED Director Holme, SECONDED Director Bartram, that "Errington Fire Protection Service Amendment Bylaw No. 821.08, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Dashwood Fire Protection Service Amendment Bylaw No. 964.05, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Nanoose Fire Protection Service Amendment Bylaw No. 991.03, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Coombs Hilliers Fire Protection Service Amendment Bylaw No. 1022.07, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Bow Horn Bay Fire Protection Service Amendment Bylaw No. 1385.06, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

MOVED Director Holme, SECONDED Director Bartram, that "Extension Fire Protection Service Amendment Bylaw No. 1439.03, 2010" be introduced, read three times and forwarded to the Inspector of Municipalities for approval.

CARRIED

DEVELOPMENT SERVICES

BUILDING & BYLAW

Building Inspection Service - Communication Plan for Expansion.

MOVED Director Burnett, SECONDED Director Johnstone, that the Building Inspection Expansion Communication Plan be approved and staff be directed to implement the Plan as scheduled.

CARRIED

PLANNING

Electoral Area 'A' Draft Official Community Plan - Nanaimo Airport.

MOVED Director Burnett, SECONDED Director Bartram, that the Board support Option 1: that the draft Electoral Area 'A' Official Community Plan include a land use designation and general policies in support of the Nanaimo Airport with emphasis on the creation of an Accord between the RDN and the Nanaimo Airport Commission.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that staff be directed to initiate the process of developing an Accord between the Regional District of Nanaimo and the Nanaimo Airport Commission for the purpose of defining the relationship between the RDN and the NAC and to ensure that the parties work cooperatively towards common goals and objectives. The Accord should at minimum address the topics identified in the draft Electoral Area 'A' OCP Nanaimo Airport section attached as Appendix 1.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Electoral Area 'A' Official Community Plan Review Citizen's Committee due to their proximity to the airport and involvement in the Electoral Area 'A' Official Community Plan review process be given an opportunity to provide input and recommendations for consideration in the development of an Accord.

CARRIED

MOVED Director Burnett, SECONDED Director Bartram, that the Board confirm that all Regional District of Nanaimo planning documents be consistent with the Board's Strategic Plan and previous actions which support the Nanaimo Airport.

CARRIED

TELUS Cell Tower Proposal - 3805 Melrose Road in Area 'F'.

MOVED Director Burnett, SECONDED Director Johnstone, that as telecommunications towers are federally regulated and not subject to zoning and as the applicant has followed the public consultation process established by Industry Canada, staff recommends the Board proceed with Option 2, and provide no comments with respect to the proposed tower.

CARRIED

Cell Tower Proposal - Errington Fire Department.

MOVED Director Bestwick, SECONDED Director Biggemann, that the Regional District of Nanaimo Board decline the proposal as presented by the Errington Fire Department.

CARRIED

RECREATION AND PARKS SERVICES

RECREATION

Bylaw No. 1599 - Establishes a Reserve Fund for the Electoral Area 'A' Recreation & Culture Service.

MOVED Director Burnett, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Reserve Fund Establishment Bylaw No. 1599, 2010" be introduced and read three times.

CARRIED

MOVED Director Burnett, SECONDED Director Young, that "Electoral Area 'A' Recreation and Culture Service Reserve Fund Establishment Bylaw No. 1599, 2010" be adopted.

CARRIED

Oceanside Place Arena - Release of Reserve Funds for Capital Equipment Replacement.

MOVED Director Bartram, SECONDED Director Mayne, that \$8,450 be released from the reserve fund for Oceanside Place to fund the replacement of a domestic hot water boiler.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WASTEWATER

Bylaw No. 975.52 - Reduces the Boundaries of the Pump & Haul Service by Excluding An Area 'E' Property and Amending a Legal Description for an Area 'B' Property.

MOVED Director Holme, SECONDED Director Rudischer, that the boundaries of the "Regional District of Nanaimo Pump and Haul Local Service Establishment Bylaw No. 975, 1995" be amended to exclude Lot 69, District Lot 68, Plan 30341, Nanoose District (Electoral Area 'E').

CARRIED

MOVED Director Holme, SECONDED Director Rudischer, that the legal description for Lot 177, Section 31, Plan 17658, Nanaimo Land District (Electoral Area 'B') be replaced with Lot A, Section 31, Plan VIP84225, Gabriola Island, Nanaimo District (Electoral Area 'B') in Schedule A of the "Regional District of Nanaimo Pump and Haul Local Service Establishment Bylaw No. 975, 1995".

CARRIED

MOVED Director Holme, SECONDED Director Rudischer, that the "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.52, 2010" be introduced and read three times.

CARRIED

Bylaws No. 813.44 & 889.56 - Amend the French Creek & Northern Community Sewer Services to Include An Area 'G' Property.

MOVED Director Westbroek, SECONDED Director Bartram, that "French Creek Sewer Local Service Area Amendment Bylaw No. 813.44, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Bartram, that "Northern Community Sewer Service Area Boundary Amendment Bylaw No. 889.56, 2010" be introduced and read three times.

CARRIED

SepticSmart Education Program - Progress Report.

MOVED Director Holme, SECONDED Director Johnstone, that the Board receives the program update for the SepticSmart Education Program for information.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that the Board direct staff to send a letter to VIHA for continued assistance with SepticSmart workshops.

CARRIED

Northern Community Sewer Service - Contract Award & Release of Reserve Funds for Centrifuge Purchase.

MOVED Director Westbroek, SECONDED Director Ruttan, that Alfa Laval be awarded the centrifuge supply contract for the French Creek Pollution Control Centre Dewatering Upgrade Project for the amount of \$358, 129.

CARRIED

MOVED Director Westbroek, SECONDED Director Ruttan, that funds from the Northern Community Development Cost Charge Reserve Fund be used for the French Creek Pollution Control Centre Dewatering Upgrade Project.

CARRIED

WATER

Rainwater Management Current Practices Review.

MOVED Director Bartram, SECONDED Director Johnstone, that the Board receive the Rainwater Management Current Practices Review report for information.

CARRIED

Bylaw No. 1598 - Repeals Redundant Regulations & Rates Bylaws for Amalgamated Nanoose Bay Peninsula Water Services.

MOVED Director Holme, SECONDED Director Burnett, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Regulations and Rates Repeal Bylaw No. 1598, 2010" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Burnett, that "Regional District of Nanaimo Nanoose Bay Peninsula Water Regulations and Rates Repeal Bylaw No. 1598, 2010" be adopted.

CARRIED

Nanoose Bay and French Creek Bulk Water Services - Arrowsmith Water Service Joint Venture Agreement Amendment.

MOVED Director Westbroek, SECONDED Director Mayne, that the Regional District of Nanaimo approve the extension of the Arrowsmith Water Service Joint Venture Agreement for a one year term to March 31, 2011.

CARRIED

TRANSPORTATION AND SOLID WASTE SERVICES

SOLID WASTE

Bylaw No. 1591 - Rates & Regulations Bylaw for the Solid Waste Collection & Recycling Service.

MOVED Director Holme, SECONDED Director Holdom, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Holdom, that "Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591, 2010" having received three readings be adopted.

CARRIED

Solid Waste Disposal Service - Reserve Fund Bylaw No. 1600, Green Bin Purchase, Financial Plan Amendment Bylaw No. 1597.01.

MOVED Director Westbroek, SECONDED Director Holdom, that "Regional District of Nanaimo Solid Waste Disposal Service Reserve Fund Establishment Bylaw No. 1600, 2010" be introduced and read three times.

CARRIED

MOVED Director Westbroek, SECONDED Director Holdom, that "Regional District of Nanaimo Solid Waste Disposal Service Reserve Fund Establishment Bylaw No. 1600, 2010" be adopted.

CARRIED

MOVED Director Westbroek, SECONDED Director Holdom, that up to \$1,857,000 for the purchase and distribution of green bins be authorized as an expenditure from the Solid Waste Disposal Service Reserve Fund.

CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Regional District of Nanaimo 2010 to 2014 Financial Plan Amendment Bylaw No. 1597.01, 2010" be introduced and read three times.
CARRIED

MOVED Director Westbrook, SECONDED Director Holdom, that "Regional District of Nanaimo 2010 to 2014 Financial Plan Amendment Bylaw No.1597.01, 2010" be adopted.
CARRIED

2009 Illegal Dumping and Landfill Bans Enforcement Report.

MOVED Director Westbrook, SECONDED Director Johnstone, that the Board receive the 2009 Illegal Dumping Prevention Program and Landfill Bans report for information.
CARRIED

Solid Waste Disposal Service - Tender Award for Landfill Rubber Tire Loader.

MOVED Director McNabb, SECONDED Director Westbrook, that the Regional District of Nanaimo award the supply of a new rubber tire loader, type Volvo L60F, to Great West Equipment for the tendered amount of \$166,600 plus applicable taxes including the guaranteed buyback, the supply of a four year extended warranty and a four year maintenance package as included in the tender.
CARRIED

COMMISSION, ADVISORY & SELECT COMMITTEE

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

MOVED Director Burnett, SECONDED Director Johnstone, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held March 17, 2010 be received for information.
CARRIED

MOVED Director Burnett, SECONDED Director Young, that staff contact School District #68 to explore issues and possible solutions for resurfacing the South Wellington Elementary and North Cedar Intermediate School outdoor courts, and to address the multi-use application of the courts.
CARRIED

MOVED Director Burnett, SECONDED Director Young, that the following Electoral Area 'A' Recreation and Culture Grant-In-Aid applications be approved:

<i>Community Group</i>	<i>Amount Recommended</i>
Cedar Family of Community Schools	\$ 896
Cedar Community Hall Association	\$ 1,500
Yellow Point Drama Group	\$ 1,007
South Wellington Elementary PAC	\$ 443

CARRIED

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

MOVED Director Rudischer, SECONDED Director Holdom, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held February 2, 2010 be received for information.
CARRIED

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

MOVED Director Biggemann, SECONDED Director Ruttan, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held February 22, 2010 be received for information.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Mark Brown, Town of Qualicum Beach, re Qualicum Beach Airport Funding/Regional Services Review.

MOVED Director Westbroek, SECONDED Director Johnstone, that staff prepare a report (including position papers) to consider the request for a regional services review.

CARRIED

Howard Waldner, Vancouver Island Health Authority, re Grant to Support Capacity Building for Homelessness.

MOVED Director Westbroek, SECONDED Director Johnstone, that staff prepare a report to consider the financial breakdown of the grant from the Vancouver Island Health Authority.

CARRIED

IN CAMERA

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

CARRIED

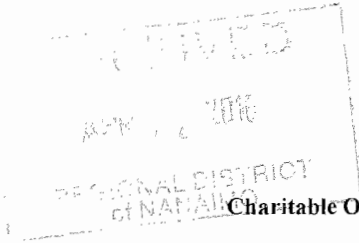
ADJOURNMENT

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

CARRIED

TIME: 7:53 PM

CHAIRPERSON



Bowser Seniors Housing Society
P.O. Box 155
Bowser BC V0R 1G0

Charitable Organization Registration No: 816671879RR0001

Bowser Seniors Housing Society

RDN	
CAO	<input checked="" type="checkbox"/> GMR&PS
GMDS	<input checked="" type="checkbox"/> GMT&SWS
GMF&IS	GMVWWS
APR 30 2010	
SMCA	BOARD <input checked="" type="checkbox"/>
CHAIR	Corres.

April 19, 2010

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

Attention: Paul H. Thorkelsson, General Manager, Development Services

Dear Mr. Thorkelsson:

Re: Crown Land Application in Bowser Village Centre.

The Bowser Seniors Housing Society (S-49907) (previously named the 211 Seniors Housing Society) is a registered charitable organization, established in 2005. Its purpose is: 'To provide and operate non-profit housing exclusively for seniors and elderly veterans'.

We are currently at the stage of finding an appropriate location where independent supportive seniors housing can be constructed. We recently participated in the RDN's Area 'H' Village Planning process, and are now in the preliminary stages of putting in an application for Crown Land which is within the boundaries of Bowser Village Centre. These are Lots 1 and 2, District Lot 36, Newcastle District, Plan 2076 (PIDs 006-726-348, and 006-726-984). This would be an ideal location for seniors housing as it is close to all the services and amenities of Bowser, including (but not limited to) our new library, Tomm's Food Village, The Bean Counter coffee shop, the Royal Canadian Legion Branch #211, and a branch of the Union Bay Credit Union.

We have already had discussions with the ILMB about the Crown Land and have prepared an application but it is on hold at present, waiting for a resolution of the Proposed Land Use Objective relating to Coastal Douglas-Fir moist marine biogeoclimatic subzone (see www.ilmb.gov.bc.ca/slrp/legalobjectives/advertisedLUORs.html for more information). But we have an application ready to go when the ILMB advise us to do so. We also have several letters of support from local dignitaries and businesses, to show that we have broad support within the community for our application and objectives.

In the Bowser Village Plan the land-use designation for these lots is Civic and Cultural. This designation includes uses such as: Parks, open space, playgrounds; Educational uses; Arts; Transit (railway station/platform, railway, bus station); Temporary outdoor markets;

.....

April 19, 2010

Page 2

Schools; Seniors housing; Affordable housing; Police, fire and ambulance stations; Government offices; Museums; Clinics; Recreational and cultural centres; Libraries; Post offices; and Churches. This Society is only expecting to provide one of those uses (seniors housing), and we do not expect to need all of the acreage of the two lots. (We would, however, like to locate the housing at the north end of both lots.)

We are therefore writing to you to inquire about partnering with the Regional District of Nanaimo to gain access to these two Crown Land lots within the boundaries of the Village of Bowser. As a Society our application requests a Nominal Rent Tenure on the Crown Land, but the RDN would probably apply for a Free Crown Grant.

We would appreciate being able to meet with you and other RDN staff or directors to discuss the potential for this partnering opportunity. If that meeting can take place early on in the process then both parties can express their interests, concerns, and any reservations, and be sure that this partnership is the right way to go before spending a lot of effort working on the details.

If you would like more information about our society and our efforts so far, please contact us at bshs@shaw.ca or call me at (250)757-8455.

Sincerely,



Sally Barton
Secretary (250) 757-8455

c.c Elizabeth Hieronymi, President, Bowser Seniors Housing Society
Dave Bartram, Area H Director, Regional District of Nanaimo

RECEIVED
 APR 26 2010
 REGIONAL DISTRICT
 OF NANAIMO

2010-APR-27

File No.:

RDN	
0400-50	GMR&PS
GMD5	GMT&SWS
GMF&IS	GMWWW5
APR 30 2010	
SMCA	BOARD
CHAIR	
C.O.W. Correspond.	

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

Attention: Ms. Maureen Pearse, Senior Manager of Corporate Administration

Dear Ms. Pearse:

RE: Regional District of Nanaimo Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw No. 1577, 2010

At the Regular Meeting of Council held 2010-APR-26, Council received your correspondence regarding "Regional District of Nanaimo Not-For-Profit Rental Housing Sewer Development Cost Charge Reduction Bylaw 1577, 2010".

At the meeting, Council passed the following motion:

"That Council refer this issue back to the Regional District of Nanaimo for further definition and explanation."

Council commented on the difference between the provisions contained within this proposed bylaw and those contained within the City of Nanaimo's Development Cost Charge (DCC) bylaws. The City reduces DCCs by 50 percent to a specifically defined group as opposed to the Regional District of Nanaimo's (RDN) reduction of 100 percent for more broadly defined "eligible properties". Council expressed particular concern for such inconsistencies as they relate to properties within the City boundaries.

If I can be of any further assistance, please contact me directly at 250-755-4489.

Yours truly,



J. E. Harrison, Manager
 LEGISLATIVE SERVICES

Consolidated Statement of Financial Position (Page 3)

The Statement of Financial Position shows an Accumulated Surplus position of \$151,816,752 as at December 31st, 2009. The Accumulated Surplus consists of the balances in the operating or Revenue Fund, the Capital Fund, the Reserve Funds and the value of net tangible capital assets. The largest component of the Accumulated Surplus is the investment in capital assets of \$124,678,232. Note 16 to the financial statements provide the detailed balances of these Accumulated Surplus components.

The 2009 financial statements include several references to a revised/restated presentation, which relates to new Public Sector Accounting Board requirements for reporting tangible capital assets. Up to 2008, local governments in British Columbia (BC) reported their investment in capital assets in a variety of ways. Some local governments recorded new assets at a value of \$1.00, some recorded them directly as operating expenses and others, including the Regional District, capitalized assets when they were acquired. All local governments however, as prescribed by the provincial requirements at the time, did not record depreciation or amortization of those assets. The Province has adopted the new standards developed by the Public Sector Accounting Board for local governments effective for the 2009 fiscal year resulting in the revised presentation.

Local government financial statement presentation has been changing over the last several years to improve comparability between entities – the change in reporting tangible capital assets is one of the most significant to date and is the culmination of many years of discussion and analysis of models for reporting on the state of government financial activities. The Regional District of Nanaimo's financial statements are in full compliance with the change in reporting standards.

Net Financial Assets

The Regional District is reporting a “Net Financial Asset” position of \$10.7 million dollars, relatively unchanged from 2008 at \$11.3 million dollars. The Statement of Change in Net Financial Assets shown at Page 5 describes how the acquisition of capital assets affected cash resources held by the Regional District.

In 2009, the Regional District invested \$14.7 million dollars in additions and improvements to its capital infrastructure stock as well as taking ownership of sewer utility assets valued at \$855,553 built by independent developers, for an increase in its capital asset base of \$15.6 million dollars. Amortization of \$4.4 million dollars is reflected in these financial statements but is not included as an operating expense in the annual budget.

One of the impacts of the change in reporting tangible capital assets will be further discussion regarding the funding of capital infrastructure replacement. Many are concerned that governments at all levels are not doing enough to set aside funds for capital asset replacements. Given the very long lives of many public assets, it is a challenge to establish the precise balance between taxpayers of today and those of the future. The status in the Regional District is that at present, for many of our services, capital reserves have been established and regular contributions are being made through the annual budget. Additionally the financial plans which are developed each year anticipate the actual cost to replace capital assets and reflect borrowing where necessary. Using a combination of contributions to reserves and some borrowing for capital infrastructure can be an appropriate strategy and results in future generations paying for assets that they use in their lifetime.

Unfunded Liabilities – (Note 9 – page 11/12)

Accounting rules require local governments to calculate the full value of certain types of liabilities, in particular liabilities associated with using up landfill space and liabilities for the future payment of certain employee benefits. The largest unfunded liability for the Regional District of Nanaimo is the cost to close and monitor the regional solid waste landfill, calculated at \$9.4 million dollars. The second category of unfunded liability is the unused sick leave retirement benefit for eligible employees. In 2009 the unfunded employee obligations were approximately \$177,000. Note 9 to the financial statements provide greater details on how these estimates are derived.

Similar to amortization, recording the value of these future liabilities is a means of showing that there are financial obligations which are not completely captured in the annual activities of the Regional District. With respect to the regional landfill site, the financial plans of the Regional District contain the costs to close the landfill over the next five year period, and staff uses a theoretical projection horizon of ten years to evaluate the requirements for the five year plan period. At this time not all of the closure costs will be covered by reserves set aside for that purpose. However, because part of the plan includes construction of a nature park, should borrowing be required at the time of final closure, it will be reflected in the continuing benefit to the region of the park amenity. Once the landfill is closed (except perhaps as a backup facility) the annual maintenance and environmental monitoring costs will be covered by a combination of disposal fees and property taxes, in relatively the same manner as we cover annual costs now.

Long Term Debt

Long term debt declined by \$3.7 million dollars to \$57.6 million. Regional District direct debt declined from \$15.8 million to \$14.6 million and municipal long term debt declined from \$45.5 million to \$42.9 million dollars. The per capita debt load for direct Regional District debt declined from \$430 to \$398 in 2009 and the total per capita debt load for all municipal and Regional District debt declined from \$442 to \$415 per capita in 2009.

Deferred Revenues – (Note 10 – page 12)

Deferred revenues increased by about \$1.3 million to \$22.5 million – the primary changes include an increase due to collecting \$1.2 million through Development Cost Charges and receiving \$1.0 million from the Community Works program transfers. Expenditures from those two accounts totaled \$1.2 million. The Board approved the use of Community Works funds in 2009 for updating and improving electoral area Official Community Plans, developing a Village plan, undertaking actions on green building policies and education, an affordable housing study and installing passenger shelters along some rural area transit routes.

Previously deferred Public Transit Gas Tax Program revenues were used in 2009 for the implementation of scheduling software for the HandyDART system (\$248,695). Transit infrastructure improvements funded by Gas Tax revenues, to be completed by March 2011, include the installation of new passenger shelters at exchange locations in the City of Nanaimo, improvements to the Prideaux Street exchange, priority lighting and an anticipated new exchange at Vancouver Island University.

Obligations under capital lease – (Note 13 – page 14)

The Regional District uses five year lease financing available from the Municipal Finance Authority for the purchase of mobile landfill equipment which has a short useful life, fire department vehicles and some parks and recreation department service vehicles. Short term leasing has proven to be economically advantageous for budgeting purposes as it allows costs to be spread more evenly over the useful life of some assets. The net future obligations related to these leases was \$1.3 million at December 31, 2009.

Consolidated Statement of Operations and Accumulated Surplus (Page 4)

The Consolidated Statement of Operations and Accumulated Surplus shows at a glance how revenues are raised and the types of services to which we allocate resources. Like most local governments, the RDN is primarily a provider of basic services including solid and liquid waste disposal facilities, water and sewer collection and distribution systems, public transportation, recreation facilities and fire protection. This statement also includes amortization of capital assets and the estimate of the future expenditures related to using landfill capacity, as if those dollars had been spent today. Page 19 of the statements provide more details of revenues and expenses for each of the service segments reported on Page 4.

The operating surplus for the year (\$10.3 million dollars) is less than the restated budget surplus of \$19.9 million dollars. The General Revenue Fund - Schedule of Revenue and Expenditures at Page 31 compares the operating results for the year to the adopted financial plan. The financial plan forecast an overall surplus position of \$5.5 million dollars which included the use of funds to acquire tangible capital assets, transfers to reserves and the inclusion of prior year operating surpluses to 2009 operations. The financial plan forms the basis for taxation, fees, charges and other revenues which support annual operations. Changes to the method of reporting tangible capital assets and the use of reserves and surpluses for supporting the annual budget affect how the budget is reported in these 2009 financial statements but has no impact on the taxation rates required for operations. The difference between the adopted financial plan and the consolidated financial statement budget figures are reconciled in Note 24 to the statements.

Total Revenues of \$60.0 million were less than the estimate of \$70.7 million. The differences arise in the "Operating and other grants" and "Developer contributions" line items. Grant revenues recorded were \$6.7 million versus a budget estimate of \$13.5 million. Gas Tax Program Grants for the Solid Waste Transfer Station improvements, Transit infrastructure projects and the Greater Nanaimo Wastewater treatment plant co-generation facility budgeted at \$5.7 million were only drawn down by \$314,000 at the end of 2009. Additionally, the operating grants provided to the transit department by BC Transit were lower by \$690,000 than budgeted as a result of favourable fuel prices. "Developer contributions" represent capital projects funded through DCC reserves – all of the anticipated 2009 projects are underway at this time but were mostly only beginning at the end of 2009.

Schedule of Tangible Capital Assets (Page 21)

This schedule contains the revised values for capital assets in accordance with the new accounting standards noted earlier. It shows a total historic valuation for Regional District capital assets of \$195 million less accumulated amortization of \$54 million resulting in a net book value of \$141 million. Capital asset increases of \$15.6 million and amortization expense of \$4.4 million were recognized in 2009. Accumulated amortization indicates the book value of assets has declined by about 28% since the Regional District came into existence in 1967.

Schedule of Statutory Reserve Fund Balances (Pages 26 to 28)

This schedule shows the activity which was recorded in each of the separate reserve funds established by the Board. Reserves are a useful financial management tool for the replacement of infrastructure and other special purposes. Reserves are often considered a pay as you go methodology for replacing capital infrastructure – it may take longer to generate the full cost of a project but the long term cost is reduced by not having to pay interest while the asset is being used up.

Reserve funds were utilized in 2009 towards the administration building project (\$1,670,000); purchase of new property system management software (\$140,607); planning and design for the new Nanoose Bay Volunteer Fire Department building (\$109,662); Church Road transfer station design

work and Cell One projects at the Cedar Rd Landfill (\$2,535,385); various water system upgrades (\$211,376); and Regional Growth Management Strategy five year review (\$23,399). Highlights of reserve fund activity over the last three years are shown in the table below:

	<u>2009</u>	<u>2008</u>	<u>2007</u>
Contributions from Revenue Fund	\$4,972,164	\$3,758,186	\$5,808,716
Interest earned	\$510,518	\$859,574	\$664,742
Funds applied to approved expenditures	\$4,710,928	\$156,698	\$129,674

General Revenue Fund - Schedule of Revenues and Expenditures (Page 31)

The General Revenue Fund reflects cash expenditures during the year. This schedule presents the results of operations at an organizational level compared to budget and the prior year.

For the General Revenue Fund, actual revenues were below budget (\$71,498,208 actual vs. \$88,360,392 budgeted). As noted above, this difference is mainly the result of actual transfers being less than budgeted for Gas Tax Transfer Program grants and Development Cost Charges for projects which were not completed at December 31st. Solid waste disposal fees at \$8,023,015 were 85% of budget (\$9,384,750). In 2009 building permit revenues were 25.5% less than budget - \$659,000 actual versus a budget projection of \$885,000.

Overall operating expenditures were lower than budget (\$55,370,676 actual vs. \$76,499,687 budgeted). The most significant component difference is capital projects which are completed over multiple years. There is a correlation between "Capital" expenditure and "Grant" and "Other" revenue values in the year. Development Cost charges and Reserve funds are included in "Other" revenue and Gas Tax Program grants are included in "Grant" revenue. These revenues will be lower when the capital projects they fund are only partially completed at year end.

AUDITORS' REPORT TO THE CHIEF ADMINISTRATIVE OFFICER

This report provided by the firm of Meyers Norris Penny LLP, provide the Chief Administrative Officer with an overview of the audit process and a summary of their findings. Pages 2 to 4 discuss the areas of audit emphasis and the auditors' conclusions with respect to accounting estimates and recording of transactions.

Pages 5 and 6 of the report summarize the key matters reviewed with management during the audit and indicate that no areas of concern were found. Pages 8 and 9 show the adjusted and unadjusted summary of differences. Adjustments are only made for material items that arise during the audit process.

The Regional District of Nanaimo received an unqualified opinion on the consolidated financial statements for 2009 and the auditors' report concludes there are no areas of significant concern that require further adjustment.

SUMMARY

The 2009 Consolidated Financial Statements have been prepared and audited within the framework of the accounting policies applicable to local governments in B.C. These statements present, in all significant respects, the financial position of the Regional District of Nanaimo as at December 31, 2009. This is supplemented and confirmed by the Auditors' Report to the Chief Administrative Officer dated March 12, 2010.

RECOMMENDATION

That the 2009 Consolidated Financial Statements, associated financial schedules and Auditors' Report to the Chief Administrative Officer be received.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

To the Members of the Board of the Regional District of Nanaimo:

We have audited the consolidated statement of financial position of the Regional District of Nanaimo as at December 31, 2009 and the consolidated statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended. These financial statements are the responsibility of the management of the Regional District. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2009 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Nanaimo, British Columbia

March 11, 2010


Meyers Harris Penny LLP

Chartered Accountants

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2009

		<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Financial Assets			
Cash and short-term deposits	(Note 2)	\$ 38,405,114	\$ 35,092,505
Accounts receivable	(Note 3)	4,818,733	4,681,173
Investments	(Note 4)	21,780,760	24,878,552
Municipal debt receivable	(Note 11)	42,921,851	45,486,177
Other assets	(Note 5)	197,974	48,150
		<u>108,124,432</u>	<u>110,186,557</u>
Financial Liabilities			
Short term loans	(Note 6)	259,716	79,478
Accounts payable	(Note 7)	3,057,291	3,630,894
Other liabilities	(Note 8)	3,103,297	2,900,341
Unfunded liabilities	(Note 9)	9,612,901	8,662,337
Deferred revenue	(Note 10)	22,575,074	21,274,622
Obligation under capital lease	(Note 13)	1,281,119	1,016,506
Long-term debt	(Note 12)	57,557,751	61,305,162
		<u>97,447,149</u>	<u>98,869,340</u>
Net Financial Assets		<u>10,677,283</u>	<u>11,317,217</u>
Non-financial Assets			
Tangible capital assets	(Note 21)	140,854,967	129,659,764
Prepaid expenses		238,979	494,644
Inventory		45,523	41,553
		<u>141,139,469</u>	<u>130,195,961</u>
Accumulated Surplus	(Note 16)	<u>\$ 151,816,752</u>	<u>\$ 141,513,178</u>

APPROVED:



N.Avery, CGA

General Manager, Finance and Information Services

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>Budget</u> (Unaudited) (Note 24)	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Revenue			
Property taxes	\$ 31,458,735	\$ 31,458,948	\$ 29,024,827
Operating revenues	18,634,469	18,088,500	18,243,954
Operating & other grants	13,480,990	6,752,223	7,020,069
Developer contributions	5,522,370	1,842,803	2,294,812
Other	1,125,750	649,039	714,224
Interest on investments	385,000	796,159	1,511,668
Grants in lieu of taxes	109,230	200,613	186,594
MFA debt surplus refunds	-	212,588	237,709
	<u>70,716,544</u>	<u>60,000,873</u>	<u>59,233,857</u>
Expenses			
General Government	1,202,169	1,265,990	1,044,588
Planning & Development	3,564,466	2,896,108	2,860,831
Wastewater & Solid Waste management	15,371,781	16,227,932	17,177,731
Water, Sewer & Street lighting	3,674,817	3,684,045	3,726,583
Public Transportation	14,229,157	12,900,984	12,438,878
Protective Services	3,154,935	3,429,292	3,145,377
Parks, Recreation & Culture	9,556,893	9,292,948	8,574,632
	<u>50,754,218</u>	<u>49,697,299</u>	<u>48,968,620</u>
Surplus for the year	<u>\$ 19,962,326</u>	<u>\$ 10,303,574</u>	<u>\$ 10,265,237</u>
Accumulated surplus, Beginning of the year, as previously stated	158,698,612	158,698,612	145,688,568
Prior period adjustment (Note 14)	<u>(17,185,434)</u>	<u>(17,185,434)</u>	<u>(14,440,627)</u>
Accumulated surplus, Beginning of the year, restated	<u>\$ 141,513,178</u>	<u>\$ 141,513,178</u>	<u>\$ 131,247,941</u>
Accumulated surplus, End of the year (Note 16)	<u>\$ 161,475,504</u>	<u>\$ 151,816,752</u>	<u>\$ 141,513,178</u>

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>Budget</u> (Unaudited) (Note 24)	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Surplus for the year	\$ 19,962,326	\$ 10,303,574	\$ 10,265,237
Acquisition of tangible capital assets	(27,317,231)	(15,577,187)	(10,167,394)
Amortization of tangible capital assets	-	4,381,984	3,953,717
Gain on disposal of tangible capital assets	-	(44,700)	-
Proceeds on disposal of tangible capital assets	-	44,700	-
Change in prepaid expenses	-	255,665	(457,590)
Change in inventories	-	(3,970)	(10,227)
(Decrease) Increase in Net Financial Assets	(7,354,905)	(639,934)	3,583,743
Net Financial Assets, Beginning of the year	11,317,217	11,317,217	7,733,474
Net Financial Assets, End of the year (Pg. 3)	\$ 3,962,312	\$ 10,677,283	\$ 11,317,217

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Operating Transactions		
Surplus for the year	\$ 10,303,574	\$ 10,265,237
Non-cash items included in surplus		
Amortization of tangible capital assets	4,381,984	3,953,717
Contributed tangible capital assets	(855,553)	(1,017,746)
Gain on disposal of tangible capital assets	(44,700)	-
Debt actuarial adjustments	(1,183,695)	(1,051,918)
Change in non-cash working capital balances related to operations		
(Increase) Decrease in accounts receivable	(137,560)	3,082,318
(Increase) Decrease in other assets	(149,824)	(45,150)
(Decrease) Increase in accounts payable	(573,603)	804,696
Increase (Decrease) in deferred revenues	1,300,452	3,427,484
Increase (Decrease) in other liabilities	202,956	550,024
Decrease (Increase) in prepaid expenses	255,665	(457,590)
(Increase) Decrease in inventory	(3,970)	(10,227)
Increase (Decrease) in unfunded liabilities	950,564	1,171,527
Cash provided by operating transactions	<u>14,446,290</u>	<u>20,672,372</u>
Capital Transactions		
Acquisition of tangible capital assets	(14,721,634)	(9,149,648)
Proceeds on disposal of tangible capital assets	44,700	-
Cash used in capital transactions	<u>(14,676,934)</u>	<u>(9,149,648)</u>
Investment Transactions		
Decrease (Increase) in investments	<u>3,097,792</u>	<u>(2,023,552)</u>
Cash provided by (used in) investment transactions	<u>3,097,792</u>	<u>(2,023,552)</u>
Financing Transactions		
Short and long term debt issued	1,542,535	14,349
Increase in capital lease obligation	264,613	128,160
Repayment of short and long-term debt	(1,361,687)	(1,789,610)
Cash provided by (used in) financing transactions	<u>445,461</u>	<u>(1,647,101)</u>
Net change in cash and short term deposits	3,312,609	7,852,071
Cash and short-term deposits, Beginning of the year	<u>35,092,505</u>	<u>27,240,434</u>
Cash and short-term deposits, End of the year (Pg. 3)	(Note 2) \$ 38,405,114	\$ 35,092,505

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
for the year ended December 31, 2009

The Regional District was incorporated in 1967 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of district wide local government services to the residents of seven electoral areas and four municipalities within its boundaries. These services include general government administration, bylaw enforcement, planning and development services, building inspection, fire protection and emergency response planning, public transportation, parks and recreation, water supply and sewage collection, wastewater disposal, solid waste collection and disposal, and street lighting.

The financial operations of the Regional District are divided into three funds; capital fund, general revenue fund and reserve fund. For accounting purposes each fund is treated as a separate entity.

General Revenue Fund – represents the accumulated operating surplus of the Regional District which has not otherwise been allocated by the Board as reserves for special purposes.

Capital Fund – represents amounts which have been expended by or returned to the General Revenue Fund or a Reserve Fund for the acquisition of tangible capital assets and includes refunds of debenture debt sinking fund surpluses.

Reserves - represent that portion of the accumulated operating surplus that has been set aside to fund future expenditures. It includes both statutory reserves created by bylaw under the authority of the *Local Government Act* and reserve accounts, which may be used by the Board without legislative restrictions.

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Principles of Consolidation

The Regional District follows Canadian generally accepted accounting principles for local governments issued by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA).

Consolidated financial statements have been prepared in accordance with the recommendations of the Public Sector Accounting Board (PSAB). The consolidated financial statements include the activities related to all funds belonging to the one economic entity of the Regional District. In accordance with those standards inter-departmental and inter-fund transactions have been removed to ensure financial activities are recorded on a gross basis.

(b) Short-term deposits

Short-term deposits are carried at the lower of cost and market value which approximates market value.

(c) Long-term investments

Long-term investments are carried at cost less any amortized premium. It is the intention of the Regional District to hold these instruments to maturity. Any premium has been amortized on a straight-line basis using the earlier of the date of maturity or call date.

(d) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

i. Tangible capital assets

Tangible capital assets are physical assets that are to be used on a continuing basis, are not for sale in the ordinary course of operations and have useful economic lives extending beyond a single year. Section 3150 of Public Sector Accounting Handbook requires all governments to record and amortize the assets over their estimated useful lives. Tangible capital assets are reported at historical cost and include assets financed from annual budgets, short-term and long-term debt and leases. Tangible capital assets when acquired are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost recorded of tangible capital assets, less any estimated residual value, is amortized on a straight-line basis over their estimated useful lives as follows:

Asset Category	Useful Life Range (years)
Land	n/
Land	15 -
Building	20 -
Equipment, Furniture & Vehicles	5 -
Engineering Structures	
Water	25 - 45 -
Wastewater	30 -
Solid Waste	20 - 20 -

In the year of acquisition and in the year of disposal, amortization is recorded as half of the annual expense for that year. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded as assets and revenue at their fair value at the date of receipt.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of a property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(e) Debt servicing cost

Interest is recorded on an accrual basis.

Long-term debt is obtained through the Municipal Finance Authority (MFA) whose policy is to issue debt denominated in Canadian dollars.

(f) Financial Instruments

Financial instruments consist of cash and short-term deposits, accounts receivable, investments, municipal debt receivable, short-term loans, accounts payable, obligations under capital leases, other liabilities, unfunded liabilities and long-term debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments.

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(g) Revenue recognition

Revenues are recorded on an accrual basis and are recognized in the period in which they are earned. Restricted receipts such as development cost charges (DCC), and cash in lieu of parkland contributions, are recognized as revenues in the year in which the related expenditures are incurred. Unrestricted receipts such as property tax revenues, user and permit fees are recognized as revenues when received or receivable.

Government transfers are recognized as revenues in the period in which events giving rise to the transfer occur in accordance with PS 3410. PS 3410 requires recognition when a transfer is authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

(h) Expense recognition

Operating expenses are recorded on an accrual basis.

Estimates of employee future benefits are recorded as expenses in the year they are earned. Landfill closure and post closure costs are recognized as costs as landfill capacity is used.

(i) Contingent liabilities

Contingent liabilities are recognized in accordance with PS 3300, which requires that an estimate be recorded when it is likely that a future event will confirm that a liability has been incurred by the financial statement date and that the amount can be reasonably estimated.

(j) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of employee retirement benefits, landfill closure and post closure liabilities, likelihood of collection of accounts receivable, useful lives of tangible capital assets, discounted replacement costs of tangible capital assets and provisions for contingencies. Actual results may vary from those estimates and adjustments will be reported in operations as they become known. Changes to the underlying assumptions and estimates or legislative changes in the near term could have a material impact on the provisions recognized.

(k) Adoption of new accounting policies

In accordance with the recommendations of the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants, the Regional District has adopted the following sections commencing in the current fiscal year:

- i. PS 1200 *Financial Statement Presentation* which introduced a new financial statement reporting model based on full accrual accounting principles effective for financial statements of local governments with fiscal years beginning on or after January 1, 2009.
- ii. PS 3150 *Tangible Capital Assets* which provides for accounting, measurement, valuation, amortization, write-downs, disposals, and presentation and disclosure of tangible capital assets.

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

2. CASH AND SHORT-TERM DEPOSITS

In 2009, all cash and short-term deposits were held by the General Revenue Fund. Interest income has been allocated to restricted receipts, Reserve Accounts, Reserve Funds and Capital Funds based on the relative equity in each account.

3. ACCOUNTS RECEIVABLE

	<u>2009</u>	<u>2008</u>
Province of British Columbia	\$ 57,917	\$ 111,645
Government of Canada	307,669	373,335
Regional and local governments	446,738	362,255
Gas tax transfer program – Strategic Priorities Fund	434,805	871,091
BC Transit	1,233,641	-
Accrued investment interest	193,764	415,456
Solid Waste commercial accounts	770,018	587,274
Utility services customers	363,254	331,613
Developer DCC instalments	642,921	1,112,616
Other trade receivables	368,006	515,888
	<u>\$ 4,818,733</u>	<u>\$ 4,681,173</u>

4. INVESTMENTS

All investments are held by the General Revenue Fund and consist of term notes and bonds with varying yields and extendible maturity dates ranging from 2010 to 2018.

	<u>2009</u>	<u>2008</u>
Investments at cost less amortized premium	<u>\$ 21,780,760</u>	<u>\$ 24,878,552</u>

As at December 31, 2009, the following investments were held by the Regional District:

Investment	Amortized Purchase Price	Accrued Interest	Total Book Value	Market Value at December 31, 2009
CIBC 4.95% deposit note	1,076,206	17,413	1,093,619	1,116,586
BMO 2.20% extendible note	5,000,000	15,103	5,015,103	4,960,000
RBC 4.84% extendible note	2,908,166	41,213	2,949,379	3,011,789
BNS 4.99% extendible note	2,926,623	36,365	2,962,988	3,016,912
CIBC 5.15% extendible note	2,927,811	9,877	2,937,688	3,001,181
BMO 5.05% deposit note	2,018,095	31,694	2,049,789	2,099,294
MUN 4.15% deposit note	2,106,840	18,413	2,125,253	2,137,646
RBC 5.45% extendible note	2,817,019	23,686	2,840,705	3,037,864
	<u>\$ 21,780,760</u>	<u>\$ 193,764</u>	<u>\$ 21,974,524</u>	<u>\$ 22,381,272</u>

5. OTHER ASSETS

	<u>2009</u>	<u>2008</u>
Security deposits for building or development permit applications	<u>\$ 197,974</u>	<u>\$ 48,150</u>

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

6. SHORT-TERM LOANS

- (a) Municipal Finance Authority interim financing program loans totalling \$259,716 (2008, nil) with interest only payable monthly, for the purchase of land to be used for future development of the Nanoose Bulk Water service. During 2009, the principal amount of this short term loan was reduced by \$65,000. Interest rates have varied from 1.240% to 1.250% during 2009. As at January 1, 2010, the rate was 1.250%.
- (b) Municipal Finance Authority interim financing program loan totalling Nil (2008, \$79,478), with interest only payable monthly, for the purchase of land to establish a Regional Park. The loan was retired in 2009. Interest rates varied from 1.060% to 2.045% during 2009.

7. ACCOUNTS PAYABLE

	<u>2009</u>	<u>2008</u>
Payable to Provincial Government	\$ 393	\$ 488,376
Payable to other local governments	77,375	25,737
Trade and other payables	2,979,523	3,116,781
	<u>\$ 3,057,291</u>	<u>\$ 3,630,894</u>

8. OTHER LIABILITIES

	<u>2009</u>	<u>2008</u>
Wages and benefits payable	\$ 1,300,613	\$ 1,149,549
Retirement benefits payable	1,419,169	1,206,420
Permit deposits	383,515	544,372
	<u>\$ 3,103,297</u>	<u>\$ 2,900,341</u>

9. UNFUNDED LIABILITIES

Unfunded liabilities represent the estimated amount of cumulative future expenditures required to meet obligations which result from current operations. These liabilities are related to contractual employment obligations, and landfill operations which are governed by Provincial statute. Special reserves which have been set aside to meet those obligations are described below.

(a) Employee Benefits

- i. Retirement Benefits - Employees who retire qualify for a one time payout of up to 60 days of their accumulated unused sick leave bank. The Regional District calculates the value of this liability for employees aged 40 or older based on a statistical analysis of the age and length of service of its workforce. The reported liability reflects the likelihood that employees 55 or older will retire and become eligible for this benefit. The unfunded portion of the estimated employee retirement benefit liability at December 31, 2009 is \$505 (2008, nil), and the total estimated employee retirement benefit liability at December 31, 2009 is \$1,419,673 (2008, \$1,206,420). Employee retirement benefit payments are being funded by an accounting charge on wages paid in the year.
- ii. Other - Includes vacation pay adjustments and statutory and other benefits provided for in the collective agreement and which are paid in the normal course of business in the following year. The vacation pay liability at December 31, 2009 is \$80,492 (2008, \$82,310). The statutory benefits liability at December 31, 2009 is \$96,116 (2008, \$77,401).

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

9. UNFUNDED LIABILITIES (CONTINUED)

(b) Landfill Closure and Post Closure Maintenance Costs

In accordance with PS 3270 liabilities with respect to permanently closing and monitoring a landfill are incurred as landfill capacity is used. Landfill Closure costs includes placing a permanent cover over the face of the landfill. Post Closure Maintenance costs include landfill gas monitoring, leachate collection system operation and general site maintenance for a period of 25 years after the landfill is permanently closed.

i. Landfill Closure costs - are estimated based on the open area of the remaining unused capacity of the landfill site. In 2009 a revised design and operations plan was approved for the landfill which provides additional airspace for future needs. This plan extends the estimated life of the landfill to 2029, and includes remediation and reuse of previously filled areas as well as extending perimeter berms for the development of new airspace.

At December 31, 2009, there were approximately 2,093,500 cubic meters of airspace available for waste and daily cover. Landfill Closure costs are estimated at \$6,135,133 (2008, \$2,216,750). As at December 31, 2009, \$1,308,007 (2008, \$1,282,197) has been set aside in reserves for this purpose. The balance of Landfill Closure costs are expected to be funded by a combination of future reserve account contributions, operating budgets and/or borrowing.

ii. Post Closure Maintenance costs – are costs estimated to manage the closed landfill for a statutory period of 25 years. Post Closure Maintenance costs are estimated using a number of factors including the percentage of landfill capacity already filled, the probable closure date, the regulated monitoring period, the estimated annual management costs and a present value discount rate which is the difference between the long-term MFA borrowing rate and the current Consumer Price Index. The current estimate for annual Post Closure Maintenance costs is \$575,000 (2008, \$425,000). Total Post Closure Maintenance costs are estimated to be \$3,300,655 (2008, \$6,357,394) based on 56% of the total landfill capacity being filled at this date, a 20 year lifespan to 2029, final closure in 2029, and a discount rate of 2.8%. Post Closure Maintenance costs are expected to be funded by annual budget appropriations in the years in which they are incurred.

Unfunded Liability Balances	2009	2008
Employee Retirement Benefits	\$ 505	\$ -
Employee Other Benefits	176,608	88,193
Landfill Closure Costs	6,135,133	2,216,750
Post Closure Maintenance Costs	3,300,655	6,357,394
Unfunded Liability	<u>\$ 9,612,901</u>	<u>\$ 8,662,337</u>
Reserves On Hand	<u>\$ 1,308,007</u>	<u>\$ 1,282,197</u>

10. DEFERRED REVENUE

Parkland Cash-in-Lieu Contributions	\$ 1,278,081	\$ 1,241,922
Development Cost Charges	17,152,170	16,635,770
Subtotal (Pg. 29)	<u>18,430,251</u>	<u>17,877,692</u>
Gas Tax Revenue Transfer program – Community Works Fund	3,670,654	3,064,086
Community Tourism Program funding	120,666	115,342
Towns for Tomorrow Program funding	169,905	-
General Revenue Fund	183,598	217,502
	<u>\$ 22,575,074</u>	<u>\$ 21,274,622</u>

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

10. DEFERRED REVENUE (CONTINUED)

Parkland Cash-in-Lieu Contributions - are amounts collected from developers under the authority of Section 941 of the *Local Government Act*, where the Board has determined that cash rather than land for parkland purposes may be accepted as a condition of subdivision. These funds are held for the purpose of purchasing parkland.

Development Cost Charges - are amounts collected or payable as a result of new subdivision or building developments under the authority of Section 933 of the *Local Government Act*. The purpose of Section 933 is to collect funds for infrastructure which will be built as a result of capital expansions or improvements resulting from additional population. Development Cost Charge bylaws have been enacted for the purposes of future expansion of wastewater treatment facilities and a bulk water system.

Community Works Fund - is a program component of the federal government's "New Deal for Cities and Communities" which was established to transfer a portion of gas tax revenues to local governments to address infrastructure deficits. Additional information on the Regional District of Nanaimo's use of the Community Works Fund grants is included in the schedule on Pg 30.

Community Tourism Program - is a provincial program to increase tourism activity, build local economies and support the Province's Spirit of 2010 Tourism Strategy.

Towns for Tomorrow Program - is a provincial program providing funding towards sustainability initiatives in smaller communities.

General Revenue Fund - consists of payments in advance for recreation programs, unredeemed recreation program awards, facility rental deposits and miscellaneous deferred revenue.

11. MUNICIPAL DEBT RECEIVABLE

Pursuant to the *Local Government Act*, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority. The annual cost of servicing this municipal debt is recovered entirely from the borrowing municipality. However, the Regional District is joint and severally liable for municipal debt in the event of default.

	<u>2009</u>	<u>2008</u>
City of Parksville	\$ 4,008,171	\$ 4,285,964
City of Nanaimo	<u>38,913,680</u>	<u>41,200,213</u>
	<u>\$ 42,921,851</u>	<u>\$ 45,486,177</u>

12. LONG-TERM DEBT

Debt is recorded and payable in Canadian dollars. It is the current policy of the Municipal Finance Authority to secure debt repayable only in Canadian dollars.

Details of long-term debt, including debt issue numbers, maturity dates, interest rates and outstanding amounts, are summarized in the Schedule of Long-Term Debt on pages 22 to 25.

Payments of principal on issued debt of the Regional District, not including direct municipal member debt, for the next five years are:

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>TOTAL</u>
\$ 1,259,735	\$ 767,900	\$ 767,990	\$ 768,082	\$ 639,111	<u>\$ 4,202,818</u>

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

13. OPERATING AND CAPITAL LEASES

The Regional District has entered into five year operating leases for certain vehicles and equipment which expire on various dates. In 2009 the operating lease payments totalled \$Nil (2008, \$91,394).

The Regional District has financed assets under capital leases in the amount of \$1,522,800 (2008, \$1,093,994), including one fire truck; two Zamboni ice cleaners, several road vehicles, landfill site mobile equipment and photocopiers. The 2009 capital lease principal payments totalled \$289,112 (2008, \$228,663). The outstanding obligation balance for leased capital assets as at December 31, 2009 was \$1,281,119 (2008, \$1,016,506).

Substantially all capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1.0%. An interest adjustment is made at the time of the final payment. In 2009, interest expenditures related to lease liabilities were \$44,216 (2008, \$40,987).

Lease payment commitments for the next five years are:

Capital Leases

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>TOTAL</u>
\$ 347,755	\$ 614,122	\$ 252,939	\$ 96,275	\$ 35,972	\$ 1,347,063
	Less: Imputed Interest				<u>(65,944)</u>
					<u>\$ 1,281,119</u>

Net Obligation under Capital Lease (Pg. 3)

Operating Leases – there are no operating lease commitments as at December 31, 2009.

14. PRIOR PERIOD RESTATEMENT

The Regional District has restated its financial statements to comply with the provisions of Section 1200 & 3150 of the Public Sector Accounting Board Handbook. The adjustments are as follows:

2008 opening accumulated surplus as reported	\$ 145,688,568
Adjustments to opening 2008 accumulated surplus	
Tangible capital asset revaluation	(14,509,007)
Reclassification of prepaid expenses and inventory as non-financial assets	68,380
2008 opening accumulated surplus restated (Pg. 4)	<u>\$ 131,247,941</u>
2008 surplus for the year (net operating revenue) as reported	\$ 3,583,744
Add:	
Assets previously expensed and now capitalized	9,149,647
Revenue from contributed tangible capital assets	1,017,746
Restatement of prepaid expenses and inventory as non-financial assets	467,817
Less:	
Increase in amortization expense	<u>(3,953,717)</u>
2008 surplus for the year restated (Pg. 4)	<u>\$ 10,265,237</u>
Adjustment to 2008 tangible capital assets	
Net book value of tangible capital assets as previously reported	\$ 147,381,394
Adjustment due to 2008 opening tangible capital asset revaluation	(14,509,007)
Less tangible capital asset purchases as previously reported	(9,426,299)
Add assets previously expensed and now capitalized	9,149,647
Add contributed tangible capital assets	1,017,746
Less amortization	<u>(3,953,717)</u>
Net book value of tangible capital assets restated (Pg. 3)	<u>129,659,764</u>

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

14. PRIOR PERIOD RESTATEMENT (CONTINUED)

2009 opening accumulated surplus as reported	\$	158,698,612
Adjustments to opening 2009 accumulated surplus		
Tangible capital asset revaluation		(17,721,631)
Reclassification of prepaid expenses and inventory as non-financial assets		536,197
2009 opening accumulated surplus restated (Pg. 4)	\$	<u>141,513,178</u>

15. CONSOLIDATION ADJUSTMENTS

The figures reported in the consolidated financial statements differ from the supporting schedules due to differences in grouping and presentation as well as the elimination of inter-fund and inter-departmental transactions. The General Revenue Fund Schedule of Revenue and Expenditures values has been amended by the following consolidation adjustments to conform to PSAB requirements:

	<u>2009</u>	<u>2008</u>
General Revenue Fund surplus (Pg. 31)	\$ 9,969,844	\$ 11,623,267
Add:		
Water User Fee Revenue year end accrual (billed May 2010)	144,238	124,614
General Revenue Fund surplus adjusted for statement presentation	\$ <u>10,114,082</u>	\$ <u>11,747,881</u>

16. ACCUMULATED SURPLUS

Accumulated surplus consists of individual fund surpluses (deficits) and reserves as follows:

	<u>2009</u>	<u>2008</u>
Surplus		
General Revenue Fund (Note 15)	\$ 10,114,082	\$ 11,747,881
Invested in tangible capital assets (net of financing)	124,678,232	112,744,795
Capital Fund advances	(1,903,483)	(1,832,966)
Unfunded liabilities	(9,612,901)	(8,662,337)
Total surplus	<u>123,275,930</u>	<u>113,997,373</u>
Reserves		
General Revenue Fund Reserve Accounts		
Landfill expansion	246,430	241,569
Landfill closure	1,308,007	1,282,197
Property insurance deductible-fire departments	34,338	31,688
Liability insurance deductible	132,770	130,150
French Creek Water (Qualicum Beach Incorporation)	6,508	6,426
Regional parks and trails donations	9,335	4,085
Vehicle fleet replacement (various departments)	297,315	322,480
	<u>2,034,703</u>	<u>2,018,595</u>
Statutory Reserve Funds (Pg. 28)	\$ 26,506,119	\$ 25,497,210
Total Reserves	\$ <u>28,540,822</u>	\$ <u>27,515,805</u>
Accumulated Surplus (Pg. 3)	\$ <u>151,816,752</u>	\$ <u>141,513,178</u>

17. MUNICIPAL FINANCE AUTHORITY RESERVE DEPOSITS

The Regional District secures its long term borrowing through the Municipal Finance Authority. As a condition of these borrowings a portion of the debenture proceeds are retained by the Authority as a debt reserve fund. As at December 31, 2009 the Regional District had debt reserve funds of \$4,716,847 (2008, \$5,041,712).

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

18. THE NORTH ISLAND 9-1-1 CORPORATION

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni Clayoquot	3 shares
Comox Valley	6 shares
Strathcona	4 shares
Mount Waddington	1 share
Nanaimo	5 shares
Powell River	2 shares

The Regional District's investment in shares of the North Island 911 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS3060.06). The Regional District's share of the corporation is equal to 23.8% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

19. PENSION LIABILITY

The Regional District of Nanaimo and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The Plan has about 158,000 active members and approximately 57,000 retired members. Active members include approximately 33,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The most recent valuation as at December 31, 2006 indicated a surplus of \$438 million for basic pension benefits. The next valuation will be as at December 31, 2009 with results available in 2010. The actuary does not attribute portions of the surplus to individual employers. This note represents the most current information at the time of the financial audit. The Regional District of Nanaimo paid \$1,174,047 (2008, \$1,052,892) for employer contributions to the plan in fiscal 2009.

20. CONTINGENT LIABILITIES

Contingent liabilities are recognized by the Regional District in accordance with PS3300.15. As at December 31, 2009 there were no outstanding claims against the Regional District which could result in a contingent liability.

21. TANGIBLE CAPITAL ASSETS

Net Book Value	<u>2009</u>	<u>2008</u>
Land	\$ 30,698,187	\$ 30,482,704
Land improvements	1,851,927	1,241,123
Buildings	20,199,769	14,317,124
Engineered structures	77,313,245	73,402,644
Equipment, furniture and vehicles	8,258,741	7,181,224
Assets under construction	2,533,098	3,034,945
	<u>\$ 140,854,967</u>	<u>\$ 129,659,764</u>
Owned tangible capital assets	\$ 139,332,167	\$ 128,565,770
Leased assets	1,522,800	1,093,994
	<u>\$ 140,854,967</u>	<u>\$ 129,659,764</u>

REGIONAL DISTRICT OF NANAIMO
 NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
 for the year ended December 31, 2009

21. TANGIBLE CAPITAL ASSETS (CONTINUED)

During the year Free Crown Grant land and sewer systems built by others valued at a total of \$855,553 (2008, \$1,017,746) were accepted and recorded as contributed assets.

The Consolidated Schedule of Tangible Capital Assets (Pg. 21) provides details of acquisitions, disposals and amortization for the year.

22. ENVIRONMENTAL REGULATIONS

The Regional District is subject to environmental regulations which apply to a number of its operations. These regulations may require future expenditures to meet applicable standards and subject the Regional District to possible penalties for violations. Amounts required to meet these obligations will be charged to operations when incurred and/or when they can be reasonably estimated.

23. EXPENDITURES BY OBJECT

	<u>Budget</u>	<u>2009</u>	<u>2008</u>
Operating goods and services	\$ 26,626,756	\$ 22,627,256	\$ 23,569,423
Wages and benefits	22,884,822	21,199,627	19,419,976
Debt interest	1,242,640	537,868	853,977
Amortization expense	-	4,381,984	3,953,717
Unfunded expenditures (Note 9)	-	950,564	1,171,527
Total Expenditures by Object (Pg. 4)	<u>\$ 50,754,218</u>	<u>\$ 49,697,299</u>	<u>\$ 48,968,620</u>

24. BUDGET FIGURES

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 24, 2009. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the *Local Government Act of BC*. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The following reconciliation of the "Surplus for the year" shown on Pg. 5 is provided to show which items must be added or removed to reflect to the financial plan.

Surplus for the year (Pg. 4)	\$ 19,962,326
Add:	
Transfers from reserves	8,105,557
Prior year operating surplus	11,561,345
Less:	
Capital expenditures	(27,317,231)
Debt principal repayments/actuarial adjustments	(2,180,390)
Capital lease principal payments	(289,112)
Transfer to reserves	(4,384,934)
Consolidated surplus, per Regional District of Nanaimo Financial Plan Bylaw No. 1570 (Pg. 31)	<u>\$ 5,457,561</u>

25. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform to the presentation adopted in the current year.

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED SCHEDULE OF REVENUE AND EXPENSES BY SEGMENT
as at December 31, 2009

	General Government	Planning & Development	Wastewater & Solid Waste	Water, Sewer & Street lighting	Public Transportation	Protective Services	Parks, Recreation & Culture	2009 Total	2008 Total (Restated) (Note 14)
Revenues									
Property taxes	\$ 2,385,492	\$ 1,593,605	\$ 8,442,215	\$ 3,170,435	\$ 5,542,465	\$ 3,338,150	\$ 6,986,586	\$ 31,458,948	\$ 29,024,827
Operating revenues	-	736,966	10,980,978	1,315,017	3,707,667	-	1,347,872	18,088,500	18,243,954
Operating grants	111,489	276,584	463,609	55,294	5,604,726	114,077	126,444	6,752,223	7,020,069
Developer contributions	-	-	932,999	767,215	-	142,589	-	1,842,803	2,294,812
Other	58,167	40,973	97,354	253,874	79,336	37,738	81,597	649,039	714,224
Interest on investments	288,107	1,095	403,510	32,566	304	35,477	35,100	796,159	1,511,668
Grants in lieu	44,144	7,327	74,521	2,311	56,572	8,175	7,563	200,613	186,594
MFA debt surplus refunds	-	-	200,976	11,612	-	-	-	212,588	237,709
	<u>2,887,399</u>	<u>2,655,550</u>	<u>21,596,162</u>	<u>5,608,324</u>	<u>14,991,070</u>	<u>3,676,206</u>	<u>8,585,162</u>	<u>60,000,873</u>	<u>59,233,857</u>
Expenses									
Operating goods & services	(1,560,128)	929,391	8,782,724	1,796,891	5,023,352	2,754,169	4,900,857	22,627,256	23,569,423
Wages and benefits	2,430,276	1,931,288	4,378,826	1,040,419	7,789,383	250,924	3,378,511	21,199,627	19,419,976
Debt interest	172	-	(170,259)	234,935	-	25,394	447,626	537,868	853,977
Amortization expense	306,749	35,429	2,374,998	611,800	88,249	398,805	565,954	4,381,984	3,953,717
Unfunded expenses	88,921	-	861,643	-	-	-	-	950,564	1,171,527
	<u>1,265,990</u>	<u>2,896,108</u>	<u>16,227,932</u>	<u>3,664,045</u>	<u>12,900,984</u>	<u>3,429,292</u>	<u>9,292,948</u>	<u>49,697,299</u>	<u>48,968,620</u>
Surplus for the year	<u>\$ 1,621,409</u>	<u>\$ (239,558)</u>	<u>\$ 5,368,230</u>	<u>\$ 1,924,279</u>	<u>\$ 2,090,086</u>	<u>\$ 246,914</u>	<u>\$ (707,786)</u>	<u>\$ 10,303,574</u>	<u>\$ 10,265,237</u>

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED SCHEDULE OF REVENUE AND EXPENSES BY SEGMENT
as at December 31, 2008 (Restated)

	General Government	Planning & Development	Wastewater & Solid Waste	Water, Sewer & Street lighting	Public Transportation	Protective Services	Parks, Recreation & Culture	2008 Total (Restated) (Note 14)	2007 Total
Revenues									
Property taxes	\$ 2,244,182	\$ 1,513,495	\$ 8,562,825	\$ 2,629,305	\$ 4,566,480	\$ 3,042,355	\$ 6,466,185	\$ 29,024,827	\$ 26,882,882
Operating revenues	-	858,178	11,267,215	1,119,164	3,654,671	-	1,344,726	18,243,954	17,488,538
Operating grants	123,512	208,625	2,129,366	22,857	4,204,108	93,421	238,180	7,020,069	6,963,091
Developer contributions	-	-	1,056,162	220,904	-	152,506	865,240	2,294,812	1,912,659
Other	60,440	39,587	132,685	(8,393)	56,338	38,242	395,325	714,224	1,051,324
Interest on investments	659,482	1,812	675,302	57,401	528	64,794	52,349	1,511,668	1,439,751
Grants in lieu	41,588	6,809	75,746	2,155	47,595	6,354	6,347	186,594	186,287
MFA debt surplus refunds	-	-	188,290	49,419	-	-	-	237,709	155,992
	<u>3,129,204</u>	<u>2,628,506</u>	<u>24,087,591</u>	<u>4,092,812</u>	<u>12,529,720</u>	<u>3,397,672</u>	<u>9,368,352</u>	<u>59,233,857</u>	<u>56,080,524</u>
Expenses									
Operating goods & services	(1,290,913)	959,903	9,658,026	2,069,607	5,082,573	2,528,012	4,562,215	23,569,423	21,604,671
Wages and benefits	2,172,551	1,867,652	4,020,746	894,365	7,279,333	225,319	2,960,010	19,419,976	17,395,113
Debt interest	-	-	140,025	187,540	-	29,154	497,258	853,977	1,215,714
Capital expenditures	-	-	-	-	-	-	-	-	6,658,632
Amortization expense	225,891	33,276	2,124,466	575,071	76,972	362,892	555,149	3,953,717	(355,266)
Unfunded expenses	(62,941)	-	1,234,468	-	-	-	-	1,171,527	-
	<u>1,044,588</u>	<u>2,860,831</u>	<u>17,177,731</u>	<u>3,726,583</u>	<u>12,438,878</u>	<u>3,145,377</u>	<u>8,574,632</u>	<u>48,968,620</u>	<u>46,518,864</u>
Surplus for the year	<u>\$ 2,084,616</u>	<u>\$ (232,325)</u>	<u>\$ 6,909,860</u>	<u>\$ 366,229</u>	<u>\$ 90,842</u>	<u>\$ 252,295</u>	<u>\$ 793,720</u>	<u>\$ 10,265,237</u>	<u>\$ 9,561,660</u>

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF TANGIBLE CAPITAL ASSETS
AS AT DECEMBER 31, 2009

	Land	Land Improvements	Buildings	Engineered Structures	Equipment, Furniture & Vehicles	Assets Under Construction	Total 2009	Total 2008 (restated)
COST								
Balance, beginning of year	\$ 30,482,704	\$ 1,623,270	\$ 23,180,560	\$ 109,193,614	\$ 12,718,208	\$ 3,034,945	\$ 180,233,301	\$ 170,065,907
Add:								
Additions	215,483	682,305	6,664,025	6,271,812	2,245,409	(501,847)	15,577,187	10,167,394
Less:								
Disposals	-	-	192,524	72,404	636,876	-	901,804	-
Balance, end of year	30,698,187	2,305,575	29,652,061	115,393,022	14,326,741	2,533,098	194,908,684	180,233,301
ACCUMULATED AMORTIZATION								
Balance, beginning of year	\$ -	\$ 382,147	\$ 8,863,437	\$ 35,790,969	\$ 5,536,984	\$ -	\$ 50,573,537	\$ 46,619,820
Add:								
Amortization	-	71,500	781,379	2,361,212	1,167,893	-	4,381,984	3,953,717
Less:								
Accumulated amortization on disposals	-	-	192,524	72,404	636,876	-	901,804	-
Balance, end of year	-	453,647	9,452,292	38,079,777	6,068,001	-	54,053,717	50,573,537
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS								
	\$ 30,698,187	\$ 1,851,928	\$ 20,199,769	\$ 77,313,245	\$ 8,258,740	\$ 2,533,098	\$ 140,854,967	\$ 129,659,764

Owned capital assets	\$ 139,332,167	\$ 128,565,770
Leased assets	1,522,800	1,093,994
	<u>\$ 140,854,967</u>	<u>\$ 129,659,764</u>

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF STATUTORY RESERVE FUND ACTIVITY AND FUND BALANCES
AS AT DECEMBER 31, 2009

	Coombs Fire	Errington Fire	Extension Fire	Nanoose Fire	Dashwood Fire	Bow Horn Bay Fire	Emergency Planning	Landfill Acquisition	Extension Recreation	Parks & Recreation	Descanso Bay Emergency Wharf	
ASSETS:												
Due from Revenue Fund	\$ 58,177	\$ 55,590	\$ 169,725	\$ 76,819	\$ 630,010	\$ 365,466	\$ 350,112	\$ 14,095	\$ 7,225,739	\$ 35,756	\$ 1,821,369	\$ 20,003
	<u>\$ 58,177</u>	<u>\$ 55,590</u>	<u>\$ 169,725</u>	<u>\$ 76,819</u>	<u>\$ 630,010</u>	<u>\$ 365,466</u>	<u>\$ 350,112</u>	<u>\$ 14,095</u>	<u>\$ 7,225,739</u>	<u>\$ 35,756</u>	<u>\$ 1,821,369</u>	<u>\$ 20,003</u>
LIABILITIES AND FUND BALANCE:												
FUND ACTIVITY												
Fund Balance, Beginning of the year	\$ 45,361	\$ 54,494	\$ 117,085	\$ 75,303	\$ 685,792	\$ 328,754	\$ 307,713	\$ -	\$ 6,860,464	\$ 35,908	\$ 1,674,004	\$ 14,699
Add:												
Contribution by developers & others												4,000
Contribution from Revenue Fund	12,816		50,000		40,000	30,000	36,000	14,000	2,570,400		121,430	1,000
MFA surplus / Other									194,735			
Interest earned		1,096	2,640	1,516	13,880	6,712	6,399	95	135,525	715	34,385	304
Less:												
Feasibility, legal & other costs												
Transfers to Capital Fund					(109,662)							
Transfers to Revenue Fund											(8,450)	
Transfers to Other Agencies										(867)		
FUND BALANCE, End of the year	\$ 58,177	\$ 55,590	\$ 169,725	\$ 76,819	\$ 630,010	\$ 365,466	\$ 350,112	\$ 14,095	\$ 7,225,739	\$ 35,756	\$ 1,821,369	\$ 20,003

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF STATUTORY RESERVE FUND ACTIVITY AND FUND BALANCES
AS AT DECEMBER 31, 2009

	Admin Blidg & Computer	Local Govt Elections	Regional Growth Management Plan	Bylaw Enforcement	SD68 E911	Nanoose Wastewater	Northern Wastewater	Southern Wastewater	Duke Pt Wastewater	Surfside Sewer	Pacific Shores Sewer	French Creek Sewer
ASSETS:												
Due from Revenue Fund	\$ 614,459	\$ 74,199	\$ 46	\$ 40,703	\$ 110,804	\$ 251,748	\$ 432,505	\$ 12,507,152	\$ 3,087	\$ 8,407	\$ 2,051	\$ 404,965
	\$ 614,459	\$ 74,199	\$ 46	\$ 40,703	\$ 110,804	\$ 251,748	\$ 432,505	\$ 12,507,152	\$ 3,087	\$ 8,407	\$ 2,051	\$ 404,965
LIABILITIES AND FUND BALANCE:												
FUND ACTIVITY												
Fund Balance, Beginning of the year	\$ 2,224,004	\$ 43,159	\$ 22,994	\$ 37,805	\$ 101,912	\$ 228,506	\$ 406,122	\$ 10,688,664	\$ 3,087	\$ 1,966	\$ 2,051	\$ 396,334
Add:												
Contribution by developers & others							11,094			5,430		645
Contribution from Revenue Fund	166,400	30,000		2,500	6,800	18,535	6,980	1,600,000		1,000		
MFA surplus / Other								6,241				
Interest earned	34,662	1,040	451	398	2,092	4,707	8,309	224,296		11		7,986
Less:												
Feasibility, legal & other costs												
Transfers to Capital Fund	(140,607)											
Transfers to Revenue Fund	(1,670,000)		(23,399)					(12,049)				
Transfers to Other Agencies												
FUND BALANCE, End of the year	\$ 614,459	\$ 74,199	\$ 46	\$ 40,703	\$ 110,804	\$ 251,748	\$ 432,505	\$ 12,507,152	\$ 3,087	\$ 8,407	\$ 2,051	\$ 404,965

See notes to consolidated financial statements
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REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF STATUTORY RESERVE FUND ACTIVITY AND FUND BALANCES

AS AT DECEMBER 31, 2009

	French Creek Water	Madrone Water	Fairwinds Water	Surfside Water	Arbutus Park Est Water	West Bay Est Water	Decourcey Water	Nanoose Bay		Englishman River Water	Nanoose Bulk Water		French Creek Bulk Water	Total 2009	Total 2008
								Peninsula Water	Water		Water	Water			
ASSETS:															
Due from Revenue Fund	\$ 95,712	\$ 187,305	\$ 209,179	\$ 4,795	\$ 80,007	\$ 137,094	\$ 1,797	\$ 27,089	\$ 194,287	\$ 43,098	\$ -	\$ 221,253	\$ 26,474,603	\$ 25,472,414	
Arrowsmith Water Service								20,260	11,256					31,516	24,796
	\$ 95,712	\$ 187,305	\$ 209,179	\$ 4,795	\$ 80,007	\$ 137,094	\$ 1,797	\$ 27,089	\$ 194,287	\$ 43,098	\$ 20,260	\$ 232,509	\$ 26,506,119	\$ 25,497,210	
LIABILITIES AND FUND BALANCE:															
FUND ACTIVITY															
Fund Balance, Beginning of the year	\$ 86,611	\$ 209,528	\$ 264,864	\$ 13,030	\$ 90,392	\$ 148,345	\$ 1,797	\$ 3,192	\$ 266,678	\$ 31,797	\$ 15,940	\$ 8,856	\$ 25,497,211	\$ 20,024,822	
Add:															
Contribution by developers & others	4,264							23,713		10,600	4,320	222,400	4,972,164	3,758,186	162,848
Contribution from Revenue Fund	3,075			195									212,588	237,709	
MFA surplus / Other								184	5,216	701		1,253	510,518	859,574	
Interest earned	1,762	4,137	5,146	176	1,781	2,943									
Less:															
Feasibility, legal & other costs															(12,131)
Transfers to Capital Fund															625,402
Transfers to Revenue Fund		(26,360)	(60,831)	(8,606)	(12,166)	(14,194)		(89,219)					(461,645)	(156,698)	
Transfers to Other Agencies													(4,249,283)	(156,698)	
													(867)	(2,502)	
FUND BALANCE, End of the year	\$ 95,712	\$ 187,305	\$ 209,179	\$ 4,795	\$ 80,007	\$ 137,094	\$ 1,797	\$ 27,089	\$ 194,287	\$ 43,098	\$ 20,260	\$ 232,509	\$ 26,506,119	\$ 25,497,210	

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
GENERAL REVENUE FUND
SCHEDULE OF REVENUE AND EXPENDITURES
as at December 31, 2009
(UNAUDITED)

	Corporate Services (Schedule A)	Development Services (Schedule B)	Regional & Community Utilities (Schedule C)	Recreation & Parks & Services (Schedule D)	Transportation & Solid Waste & Services (Schedule E)	Actual 2009	Budget 2009	Actual 2008
REVENUES								
Tax requisition	\$ 5,336,717	\$ 1,980,530	\$ 11,290,345	\$ 6,986,586	\$ 5,864,770	\$ 31,458,948	\$ 31,458,735	\$ 29,024,827
Grants	111,489	390,661	180,670	126,444	5,942,959	6,752,223	13,480,990	7,020,069
Grants in Lieu	52,164	7,482	73,950	7,563	59,454	200,613	109,230	186,594
Interest	243,837	-	-	-	-	243,837	385,000	564,887
Permit fees & other	-	949,747	-	93,528	2,679,338	3,722,613	6,978,715	1,707,595
Operating revenues	-	78,332	1,769,698	1,376,147	7,128,475	10,352,652	10,618,569	9,769,034
Disposal fees	-	-	-	-	8,023,015	8,023,015	9,384,750	8,552,243
Other	9,686,010	-	1,058,297	-	-	10,744,307	15,944,403	9,066,785
	15,430,217	3,406,752	14,372,960	8,590,268	29,698,011	71,498,208	88,360,392	65,892,034
EXPENDITURES								
General administration	875,848	591,149	797,468	598,205	3,270,764	6,133,434	6,490,072	5,537,578
Professional fees	150,550	468,706	324,784	211,801	267,075	1,422,916	2,373,032	1,611,533
Community grants	30,685	-	-	74,212	-	104,897	120,725	123,654
Legislative	291,037	-	-	-	-	291,037	295,320	263,659
Recreation program costs	-	-	-	97,501	-	97,501	125,260	140,140
Equipment operating	99,316	4,942	-	55,773	2,781	162,812	237,111	231,630
Building operating	195,594	62,291	205,963	679,410	328,572	1,471,830	1,608,276	1,327,596
Vehicle operating	77,608	39,316	691,874	112,689	3,494,996	4,416,483	5,456,806	5,065,021
Other operating	236,622	193,955	2,855,223	295,497	4,282,247	7,863,544	9,587,032	8,254,081
Wages & benefits	2,438,161	2,174,327	2,813,850	3,378,511	10,394,778	21,199,627	22,884,822	19,419,976
Capital expenditures	2,825,663	82,867	2,594,975	214,205	6,488,885	12,206,595	27,321,231	6,795,808
	7,221,084	3,617,553	10,284,137	5,717,804	28,530,098	55,370,676	76,499,687	48,770,676
OPERATING SURPLUS	8,209,133	(210,801)	4,088,823	2,872,464	1,167,913	16,127,532	11,860,705	17,121,358
Debt retirement								
- interest	2,890,557	-	1,059,624	582,231	51,666	4,584,078	4,894,600	4,922,267
- principal	1,957,626	-	848,526	493,081	-	3,299,233	3,394,200	3,821,425
Contingency	15,790	-	-	-	-	15,790	311,385	-
Reserve contributions	380,430	39,905	1,920,926	122,150	2,584,845	5,048,256	4,384,934	3,926,281
Transfers to other govts	3,411,214	3,000	-	1,419,384	-	4,833,598	4,979,370	4,698,231
	8,655,617	42,905	3,829,076	2,616,846	2,636,511	17,780,955	17,964,489	17,368,204
CURRENT YEAR SURPLUS (DEFICIT)	(446,484)	(253,706)	259,747	255,618	(1,468,598)	(1,653,423)	(6,103,784)	(246,846)
Prior year's surplus applied	1,358,017	1,575,036	4,330,888	1,233,289	3,126,037	11,623,267	11,561,345	11,870,113
NET OPERATING SURPLUS	\$ 911,533	\$ 1,321,330	\$ 4,590,635	\$ 1,488,907	\$ 1,657,439	\$ 9,969,844	\$ 5,457,561	\$ 11,623,267

See notes to consolidated financial statements

Regional District of Nanaimo
Report to the Board of Directors
December 31, 2009





MEYERS NORRIS PENNY LLP

March 12, 2010

Board of Directors of the
Regional District of Nanaimo

Dear Ms. Mason:

We are pleased to submit to you this report for discussion of our audit of the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2009. In this report we cover those significant matters which, in our opinion, you should be aware of as the Board of Directors.

We have completed our audit of the consolidated financial statements of the Regional District of Nanaimo and have signed our Auditors' Report. Our report provides an unqualified opinion to the members of the Board of the Regional District of Nanaimo.

We would like to express our appreciation for the excellent cooperation we have received from management and employees with whom we worked.

We also appreciate having the opportunity to meet with you and to respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Yours truly,

Meyers Norris Penny LLP

MEYERS NORRIS PENNY LLP

MC/js



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Regional District of Nanaimo

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Appendices:

- A Auditor Independence Letter
- B Summary of Differences

The matters raised in this and other reports that will flow from the audit are only those which have come to our attention arising from or relevant to our audit that we believe need to be brought to your attention. They are not a comprehensive record of all the matters arising, and in particular we cannot be held responsible for reporting all risks in your business or all control weaknesses. This report has been prepared solely for your use and should not be quoted in whole or in part without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared for, and is not intended for any other purpose.

1. Auditor Responsibilities

As auditors of Regional District of Nanaimo (the "Regional District"), we report to the members of the Board on the results of our examination of the Regional District's annual consolidated financial statements. This report addresses our audit of Regional District of Nanaimo, and, accordingly, discusses issues that are of relevance to the Board of Directors of Regional District of Nanaimo.

- Our audit procedures included a review of all significant accounting and management reporting systems. Where possible, reliance was placed on the controls within these systems to reduce the extent of our testing of transactions and year-end balances. Each material year-end balance, key transaction and other event considered significant to the consolidated financial statements was separately examined.
- The audit process focused and placed reliance on certain of the controls utilized by Regional District of Nanaimo's management. It involved an identification of overall and specific risks related to the operations of the Regional District and its management reporting systems. This risk assessment enabled us to concentrate our audit procedures on the areas where the differences were most likely to arise.
- During the course of this audit, we have:
 - Examined, on a test basis, evidence supporting the amounts and disclosures in the consolidated financial statements;
 - Assessed the accounting principles used;
 - Assessed the significant estimates made by management;
 - Obtained an understanding of the entity and its environment, including management's internal controls deemed relevant to the audit, sufficient to identify and assess the risks of material misstatement of the consolidated financial statements and to design and perform audit procedures. We have not determined whether all controls are operating effectively.
 - Reviewed and assessed those accounting systems deemed necessary to support our audit opinion;
 - Evaluated the overall consolidated financial statement presentation;
 - Performed a subsequent events review with management;
 - Reviewed and assessed the status of contingencies, commitments and guarantees;
 - Reviewed and assessed exposure to environmental liabilities; and
 - Obtained written representation from management regarding the audited consolidated financial statements.

2. Engagement Status

We have completed our audit of the consolidated financial statements of Regional District of Nanaimo and have signed our Auditors' Report. Our report provides an unqualified opinion to the members of the Board.

- **Final materiality calculated and used to assess the significance of misstatements or omissions identified during the audit and determine the level of audit testing performed was \$440,000.**
- There were no limitations placed on the scope of our audit, which was carried out in accordance with Canadian generally accepted auditing standards.
- We have satisfactorily completed our audit test procedures for each of the major account balances and transaction streams. A combined approach (consisting of tests of internal controls and tests of year-end balances) was used in auditing the Regional District of Nanaimo's consolidated financial statements.
- No irregularities came to our attention that would have materially affected the results for the year or the presentation of the consolidated financial statements.
- We have described all non-trivial differences, whether adjusted or not, and any non-trivial presentation and disclosure differences or omissions, at Appendix B. The cumulative net effect of unadjusted differences and disclosure differences or omissions identified during our audit has not resulted in material misstatement, and therefore does not affect our audit report.
- Nothing has come to our attention that would suggest the existence of any conflicts of interest, unusual related party transactions, or illegal or questionable payments.
- During the planning and initial phases of our audit, we met with management to obtain their perspective on the business risks and challenges facing Regional District of Nanaimo.
- During the course of our audit, we reviewed the results of various departments and functions with their respective departmental managers and general managers.
- We would like to formally acknowledge the excellent cooperation and assistance we received from the management and staff of Regional District of Nanaimo.

3. Areas of Audit Emphasis

- Landfill Closure and Post-Closure Liabilities
- Employee Retirement Benefits
- Tangible Capital Assets
- New Financial Statement Reporting Model

4. Significant Audit and Financial Reporting Matters

4.1 Landfill Closure and Post-Closure Liabilities

- Audit Procedures:

As in prior years, our audit work in this area included a detailed review of management's methodology used in the calculation of the estimate of these liabilities and a check of the mathematical accuracy. We also assessed the various factors for reasonability by reviewing the external engineer's report and by discussing the factors and results with the Manager of Solid Waste. We also contacted the external engineers to inform them that we would be using their data in our audit work.

We identified an error in calculation on the unfunded liability for Landfill Closure costs. The error resulted from not applying a percentage value calculation related to the remaining unused capacity of the landfill. The error, if left uncorrected would have resulted in the surplus for the year being understated by about \$4.7 million dollars. The error was found during the normal course of our testing and review and was not a late adjustment, nor was it indicative of fraud or intentional misstatement. Please see Appendix "B" for further details.

Financial Reporting:

The unfunded liabilities for landfill closure costs and post-closure monitoring costs represent a significant liability in the Regional District's financial statements. For 2009 the estimate for landfill closure costs was \$6,135,133 and for post closure maintenance costs was \$3,300,655 for a total landfill liability of \$9,435,788 (2008 - \$8,574,144). These costs are an estimate, based on factors such as landfill capacity, remaining unused capacity, projected future costs to close and to monitor the site, and an appropriate discount rate used to determine a present value of these future costs. It is also important to note that the landfill remaining unused capacity amount used in the calculations is based on the impact of board-approved capital projects as at the reporting date. Projects not yet approved that may further increase capacity and useful life are not factored into the calculation.

- Changes to the underlying assumptions and estimates or legislative changes in the new term could have a material impact on the provision recognized. For example, if the assumption of the estimated annual monitoring costs of \$575,000 were to change by \$10,000, the estimated landfill liability would change by approximately \$57,000 which is well below the current materiality level of \$440,000. Based on the methodology used, actual monitoring costs would have to vary by \$80,000 to create a material difference.

We have concluded that the accounting related to the Landfill Closure and Post-Closure Liabilities was appropriate.

4.2 Employee Retirement Benefits

- Audit Procedures:

As in prior years, our audit work in this area included a detailed review of management's methodology in calculating these liabilities and a check of the mathematical accuracy. We also evaluated the various factors for reasonability by reviewing the payroll data with the payroll clerk and by discussing the assumptions used with the Manager of Financial Reporting.

Financial Reporting:

Employee retirement benefits include payouts of accumulated, unused sick leave upon an employee's retirement. As at December 31, 2009, estimated sick leave reserve and management severance reserve was \$1,419,673 (2008 - \$1,206,420). An expense and corresponding liability is recorded now for the estimate of the future costs of these payouts, related to current service by current employees. This liability is an estimate, based on factors such as number of current employees in various age groups, number of recent employees over age 40 who have been employed with the Regional District until retirement, and an appropriate discount rate used to determine a present value of these future costs.

- Changes to the underlying assumptions and estimates or union contract changes in the new term could have a material impact on the reserve recorded. For example, a change in the discount rate assumption of 1% (2.78% used for 2009) would mean a change in the reserve of approximately \$73,000. The estimate also includes assumptions regarding retirement dates, hours worked and sick time. Given that the District employs approximately 300 employees, it is unlikely an unexpected change in any one employee's assumptions could have a material impact on the reserve.

We have concluded that the accounting related to Employee Retirement Benefits was appropriate.

4.3 Tangible Capital Assets

PSAB Section 3150 requires that tangible capital assets be accounted for and reported as assets on the statement of financial position. As this was not required in prior years, a retroactive restatement was performed to include tangible capital assets in the comparative consolidated financial statements for the year ended December 31, 2008. As a result our audit procedures not only focused on the December 31, 2009 closing tangible capital asset balances, but also the December 31, 2007 and December 31, 2008 closing balances. Our audit procedures consisted of the following:

December 31, 2007 and December 31, 2008 closing balances

- Agreed closing balances as reported to the corresponding Excel spreadsheets prepared by management;
- Discussed the completeness of the asset listing with management;
- Assessed procedures, methodologies and valuation methods undertaken by management;
- Assessed the integrity of the corresponding spreadsheets for numerical accuracy;
- Checked formulas, column and row totals on a sample basis;
- Recalculated amortization on a test basis (amortization policies were initially set by management and adjusted for the industry accepted use of the half-year rule, refer to Appendix B for discussion of the amount adjusted representing changes to 2008 and 2009 amortization);
- Discussed potential impairment of the asset listings with management.

December 31, 2009 closing balance

- Performed the same procedures above, as well as:
- Vouched samples of asset additions and disposals in the year;
- Vouched samples of construction work-in-progress, assessed if it was in progress at year-end, and reviewed to determine if amortization was taken on such assets;
- Reviewed repairs and maintenance accounts for any items that should be recorded as capital;
- Reviewed insurance coverage to ensure coverage was deemed adequate in the event of substantial loss.

Our materiality level for the tangible capital asset audit work was \$1,222,000, which was determined as 1% of the net book value of tangible capital assets as at December 31, 2007.

The tangible capital asset balance at year-end was \$140,854,967 (2008 - \$129,659,764). Overall, we concluded that the tangible capital assets balance as recorded is reasonable and in accordance with GAAP.

4.4 New Financial Statement Reporting Model

The audit procedures performed were as follows:

- Reviewed potential changes in PSAB reporting standards prior to commencing the audit;
- Analysed financial statements (including the notes to the financial statements) to ensure that they were in accordance with PSAB;
- The prior period adjustment note was reviewed to assess if it corresponded with adjustments from the tangible capital asset changes and from recording inventory and prepaid expenses on the statement of financial position.

5. Significant Management Estimates

The following is a summary of significant management estimates and provisions at December 31, 2009:

- Allowance for doubtful accounts - provision for all uncollectible solid waste commercial accounts of \$15,953 (2008 - \$69,045)
- Provision for legal contingencies - no provision deemed necessary, however, as per the unadjusted differences at Appendix B, there is an estimated unrecorded liability of \$62,743 relating to potential future deductible payments to the Municipal Insurance Association.
- Tangible capital assets were amortized over their estimated useful lives. All depreciable assets were amortized using the straight line method with useful lives ranging from 5 to 75 years.
- Landfill closure and post-closure costs - estimated at present value of future costs related to actual landfill usage to date and to estimated future capacity based upon approved capital expansion projects.
- Employee retirement benefits - estimated at present value of estimated future costs related to actual employee service to date.

All significant estimates made by management were reviewed for the current period and no material differences were noted. The methodologies and processes used by management were consistent with those employed in fiscal year 2008.

6. Management's Representations

At the conclusion of our audit, we raised, among other questions, the following key questions with management of Regional District of Nanaimo. The significant questions were as follows:

- Are there any potential major losses due to the permanent impairment in the value of assets for which no provision has been made in the accounts (i.e., are asset values appropriate)?
- Are there any significant outstanding liabilities for which no accrual has been made in the accounts?
- Are there any significant contingent liabilities, which would require disclosure in the 2009 consolidated financial statements?
- Have there been any unusual related party transactions during the year and have all significant related party transactions been disclosed?
- Have there been any significant non-monetary transactions during the year, as well as non-monetary transactions with related parties, and have all non-monetary transactions been disclosed?
- Does management know of any situations of conflicts of interest, or illegal or other questionable payments?
- Does management know of any situations of non-compliance with statutory or regulatory requirements, including financial reporting requirements?
- Has management appropriately disclosed all subsequent events?
- Is management satisfied that estimates used in the preparation of the consolidated financial statements are sufficiently and adequately supported?
- Is management satisfied that revenues and expenses are not materially misstated?
- Does management understand that they are responsible for the implementation and operation of controls that are designed to prevent and detect fraud? Has there been any fraud or possible irregularities involving management or employees who have a significant role in the system of controls, or that could have a material effect on the consolidated financial statements? What is management's assessment of the risk that the consolidated financial statements may be materially misstated as a result of fraud?

7. Other Matters Important to the Board of Directors

Summary of key matters noted or arising during the course of our audit:

SUBJECTS	2009	2008
Significant doubt concerning entity's ability to continue as a going concern	None	None
Illegal or fraudulent acts	None	None
Fraud by employees/management with key roles in control activities	None	None
Differences that may: - Cause future statements to be materially misstated - Indicate significant weaknesses in controls	None None	None None
Irregularities having a material consolidated financial statement effect	None	None
Limitations placed on the scope of our audit	None	None
Significant transactions not in the ordinary course of business, or other unusual related party transactions	None	None
Unusual significant transactions given the entity and its environment	None	None
Non-monetary transactions	None	None
Transactions that increase risk	None	None
Breaches of corporate code of conduct or other sources of concern	None	None
Conflicts of interest	None	None
Disagreements with management	None	None
Matters influencing audit appointment	None	None
Difficulties encountered during the audit	None	None
Disagreements with management's accounting estimates	None	None
Disagreements with management's adoption of accounting policies or emphasis on the need for a particular accounting treatment	None	None
Significant weaknesses in the entity's risk assessment process within the design and/or implementation of controls	None	None
Material weaknesses in controls resulting from inappropriate response by management regarding implementing controls over significant risks	None	None
Matters giving rise to questions regarding the honesty and integrity of management	None	None

8. Auditor Independence

We confirm to the Board of Directors that we are independent of Regional District of Nanaimo.

Our letter to the Board of Directors discussing our independence is included as Appendix A to this report.

Appendix A - Auditor Independence Letter

March 12, 2010

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

Dear Ms. Mason:

We have been engaged to audit the consolidated financial statements of Regional District of Nanaimo ("the Regional District") for the year ending December 31, 2009.

CICA Handbook 5751, *Communications With Those Having Oversight Responsibility for the Financial Reporting Process* ("the Standard"), requires that we communicate at least annually with you regarding all relationships between the Regional District and Meyers Norris Penny LLP that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, the Standard requires us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) Economic dependence on a client; and
- (e) Provision of services in addition to the audit engagement.

We are not aware of any relationship between the Regional District and Meyers Norris Penny LLP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from January 1, 2009 to March 12, 2010.

Generally Accepted Auditing Standards require that we confirm our independence to the Audit Committee. Accordingly, we hereby confirm that Meyers Norris Penny LLP is independent with respect to the Regional District within the meaning of the Rules of Professional Conduct of the Institute of Chartered Accountants of B.C. as of March 12, 2010.

The total fees invoiced to the Regional District for audit services for the 2008 audit were \$30,000. Our estimated fee for the 2009 audit is \$36,500.

This report is intended solely for the use of the Board of Directors, management and others within the Regional District and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Yours truly,

MEYERS NORRIS PENNY LLP

/js
encs.

Appendix B - Summary of Differences

This schedule summarizes differences which were adjusted as a result of exceeding the audit materiality threshold.

Adjusted Differences

Differences Noted	Consolidated Financial Statement Item(s) Affected	Accumulated Surplus Increase (Decrease)	Surplus for the Year Increase (Decrease)
Calculation difference in landfill liability due to Excel spreadsheet formula and methodology error.	Unfunded liabilities overstated and expenses overstated	4,761,520	4,761,520
In this initial year of change in valuation of tangible capital assets, management originally selected not to apply the industry accepted half-year approach to amortization of additions. The adjustment amount presented represents the application of the half-year approach to 2008 and 2009 additions.	Tangible capital assets understated and amortization expense overstated	546,349	546,349
Total Adjusted Differences		5,307,869	5,307,869

The differences noted above are non-cash based accounting adjustments and have been made to reflect management's best estimate of the balances for these items. The adjustments are isolated in nature and are not considered to be indicative of fraud or a significant control weakness.

Appendix B - Summary of Differences (cont'd)

This schedule summarizes differences which were not adjusted and are not deemed to have a material affect on the consolidated financial statements.

Unadjusted Differences

Differences Noted	Consolidated Financial Statement Item(s) Affected	Accumulated Surplus Increase (Decrease)	Surplus for the Year Increase (Decrease)
Allowance for bad debts recorded for an amount received subsequent to year-end; therefore, the allowance for 2009 was overestimated.	Accounts receivable understated and annual surplus understated	12,063	12,063
An unrecorded estimated liability exists for amounts that may be invoiced in the future for potential claims deductibles by the Municipal Insurance Association.	Other liabilities understated and annual surplus overstated.	(62,743)	(62,743)
Unadjusted difference carried forward from December 31, 2008 regarding an overestimated allowance for bad debts which impacts the current year results. An amount allowed for in 2008 was recovered in 2009, therefore bad debt expense was overstated in 2008 and bad debt recoveries revenue was overstated in 2009. The amount reverses during 2009 so there is no impact on 2009 ending accumulated surplus.	Opening accumulated surplus understated and annual surplus overstated.	-	(33,628)
Management estimates the amount of allowance for bad debts annually based on information available at the time of financial statement preparation.			
Total Unadjusted Differences		(50,680)	(84,308)



EDUCATION	
CAG APPROVAL	
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BOARD	

MEMORANDUM

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

DATE: April 27, 2010

FROM: W. Idema
Manager, Financial Reporting

FILE:

SUBJECT: 2009 Financial Information Report

PURPOSE

To present for approval, the Regional District's 2009 filing under the *Financial Information Act*.

BACKGROUND

In addition to preparing audited financial statements, local governments in British Columbia must produce certain summary financial information in booklet form. The *Financial Information Act* requires the following:

- A management report outlining the roles and responsibilities of the Board, the auditors and management staff.
- A consolidated balance sheet, statement of income, statement of changes in financial position and notes to the audited financial statements.
- A schedule of long term debt.
- A schedule of sinking fund balances for long term debt.
- A schedule of Director's remuneration and expenses.
- A schedule of employee remuneration and expenses (over \$75,000).
- A schedule of supplier payments for goods and services (over \$25,000).
- A schedule of community grant payments.

The Financial Information Report must be received and approved by the Board and be forwarded to the Ministry of Community and Rural Development before June 30th each year.

The attached booklet contains the statutory information necessary to comply with the Act.

ALTERNATIVES

There are no alternatives to this requirement.

FINANCIAL IMPLICATIONS

There are no direct financial implications. The report will be posted to the Regional District's website (Finance page) and hard copies are available for purchase at a cost of \$5.00.

SUMMARY

Local governments in British Columbia must produce each year, on or before June 30th, a booklet containing certain statutory financial information. The information includes extracts from the audited financial statements, schedules of Board member and employee remuneration, schedules of long term debt and supplier payments for goods and services. The report must be received and approved by the Board. The 2009 report is submitted here for approval.

RECOMMENDATION

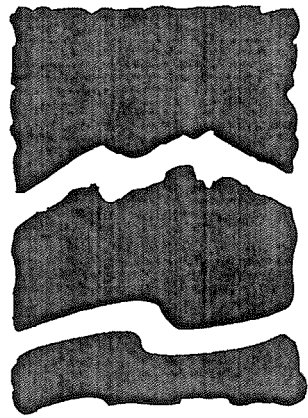
That the 2009 Financial Information Act report be received and approved and be forwarded to the Ministry of Community and Rural Development.



Report Writer

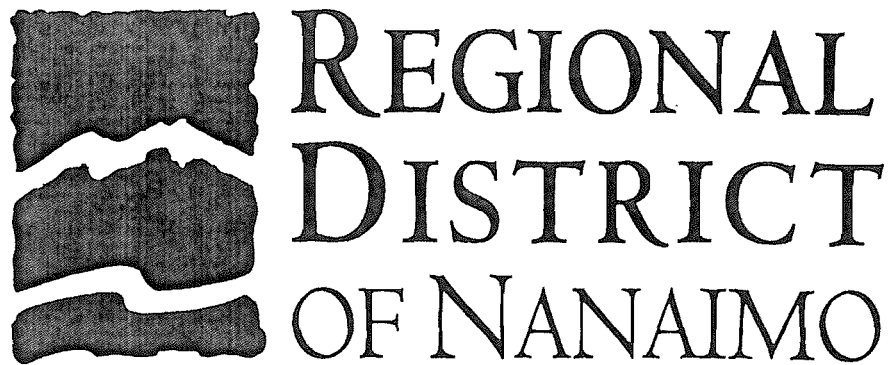

General Manager Concurrence

C.A.O. Concurrence



REGIONAL DISTRICT OF NANAIMO

REPORT UNDER THE
FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED
DECEMBER 31, 2009



The information contained in this booklet represents the Regional District of Nanaimo's filing under the Financial Information Act for the year ended December 31st, 2009 and has been presented to and approved by the Board of the Regional District of Nanaimo at a meeting held May 25, 2010.

The financial summary information included in this report is extracted from the 2009 audited annual financial statements prepared by the Regional District. The full text of the financial statements may be obtained from the Regional District offices or through its website at www.rdn.bc.ca. A fee is payable for information provided in hard copy.

Signed in accordance with the requirements of the Financial Information Regulation, Schedule 1, and Section 9(2).

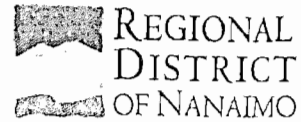
Joe Stanhope
Chairperson

Nancy Avery
General Manager Finance & Information Services

REGIONAL DISTRICT OF NANAIMO
STATEMENT OF FINANCIAL INFORMATION
For the year ended December 31, 2009

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Management's Responsibility

To the Members of the Board of the Regional District of Nanaimo:

This statement is provided to clarify and outline the roles and responsibilities of the management team, the elected Board of Directors and the independent auditors in relation to the preparation and review of the Regional District of Nanaimo's annual financial results.

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Regional Board of Directors is composed entirely of Directors who are neither management nor employees of the Regional District. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the consolidated financial statements. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management. The Board is also responsible for recommending the appointment of the Regional District's external auditors. The external auditors have full and free access to, the Board and management to discuss their audit findings.

Meyers Norris Penny LLP, an independent firm of Chartered Accountants, has been appointed by the Regional Board of Directors to audit the consolidated financial statements and report to them; their report follows.

March 12, 2010

A handwritten signature in black ink, appearing to read "M. Penny", written over a horizontal line.

General Manager Finance & Information Services

To the Members of the Board of the Regional District of Nanaimo:

We have audited the consolidated statement of financial position of the Regional District of Nanaimo as at December 31, 2009 and the consolidated statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended. These financial statements are the responsibility of the management of the Regional District. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2009 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Nanaimo, British Columbia

March 11, 2010

Meyers Harris Penny LLP

Chartered Accountants

REGIONAL DISTRICT OF NANAIMO
 CONSOLIDATED STATEMENT OF FINANCIAL POSITION
 AS AT DECEMBER 31, 2009

		<u>2009</u>	<u>2008</u>
			(Restated) (Note 14)
Financial Assets			
Cash and short-term deposits	(Note 2)	\$ 38,405,114	\$ 35,092,505
Accounts receivable	(Note 3)	4,818,733	4,681,173
Investments	(Note 4)	21,780,760	24,878,552
Municipal debt receivable	(Note 11)	42,921,851	45,486,177
Other assets	(Note 5)	197,974	48,150
		<u>108,124,432</u>	<u>110,186,557</u>
Financial Liabilities			
Short term loans	(Note 6)	259,716	79,478
Accounts payable	(Note 7)	3,057,291	3,630,894
Other liabilities	(Note 8)	3,103,297	2,900,341
Unfunded liabilities	(Note 9)	9,612,901	8,662,337
Deferred revenue	(Note 10)	22,575,074	21,274,622
Obligation under capital lease	(Note 13)	1,281,119	1,016,506
Long-term debt	(Note 12)	57,557,751	61,305,162
		<u>97,447,149</u>	<u>98,869,340</u>
Net Financial Assets		<u>10,677,283</u>	<u>11,317,217</u>
Non-financial Assets			
Tangible capital assets	(Note 21)	140,854,967	129,659,764
Prepaid expenses		238,979	494,644
Inventory		45,523	41,553
		<u>141,139,469</u>	<u>130,195,961</u>
Accumulated Surplus	(Note 16)	<u>\$ 151,816,752</u>	<u>\$ 141,513,178</u>

APPROVED:



N.Avery, CGA

General Manager, Finance and Information Services

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2009

	<u>Budget</u> (Unaudited) (Note 24)	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Revenue			
Property taxes	\$ 31,458,735	\$ 31,458,948	\$ 29,024,827
Operating revenues	18,634,469	18,088,500	18,243,954
Operating & other grants	13,480,990	6,752,223	7,020,069
Developer contributions	5,522,370	1,842,803	2,294,812
Other	1,125,750	649,039	714,224
Interest on investments	385,000	796,159	1,511,668
Grants in lieu of taxes	109,230	200,613	186,594
MFA debt surplus refunds	-	212,588	237,709
	<u>70,716,544</u>	<u>60,000,873</u>	<u>59,233,857</u>
Expenses			
General Government	1,202,169	1,265,990	1,044,588
Planning & Development	3,564,466	2,896,108	2,860,831
Wastewater & Solid Waste management	15,371,781	16,227,932	17,177,731
Water, Sewer & Street lighting	3,674,817	3,684,045	3,726,583
Public Transportation	14,229,157	12,900,984	12,438,878
Protective Services	3,154,935	3,429,292	3,145,377
Parks, Recreation & Culture	9,556,893	9,292,948	8,574,632
	<u>50,754,218</u>	<u>49,697,299</u>	<u>48,968,620</u>
Surplus for the year	<u>\$ 19,962,326</u>	<u>\$ 10,303,574</u>	<u>\$ 10,265,237</u>
Accumulated surplus, Beginning of the year, as previously stated	158,698,612	158,698,612	145,688,568
Prior period adjustment (Note 14)	(17,185,434)	(17,185,434)	(14,440,627)
Accumulated surplus, Beginning of the year, restated	<u>\$ 141,513,178</u>	<u>\$ 141,513,178</u>	<u>\$ 131,247,941</u>
Accumulated surplus, End of the year (Note 16)	<u>\$ 161,475,504</u>	<u>\$ 151,816,752</u>	<u>\$ 141,513,178</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>Budget</u> (Unaudited) (Note 24)	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Surplus for the year	\$ 19,962,326	\$ 10,303,574	\$ 10,265,237
Acquisition of tangible capital assets	(27,317,231)	(15,577,187)	(10,167,394)
Amortization of tangible capital assets	-	4,381,984	3,953,717
Gain on disposal of tangible capital assets	-	(44,700)	-
Proceeds on disposal of tangible capital assets	-	44,700	-
Change in prepaid expenses	-	255,665	(457,590)
Change in inventories	-	(3,970)	(10,227)
(Decrease) Increase in Net Financial Assets	(7,354,905)	(639,934)	3,583,743
Net Financial Assets, Beginning of the year	11,317,217	11,317,217	7,733,474
Net Financial Assets, End of the year (Pg. 3)	<u>\$ 3,962,312</u>	<u>\$ 10,677,283</u>	<u>\$ 11,317,217</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>2009</u>	<u>2008</u> (Restated) (Note 14)
Operating Transactions		
Surplus for the year	\$ 10,303,574	\$ 10,265,237
Non-cash items included in surplus		
Amortization of tangible capital assets	4,381,984	3,953,717
Contributed tangible capital assets	(855,553)	(1,017,746)
Gain on disposal of tangible capital assets	(44,700)	-
Debt actuarial adjustments	(1,183,695)	(1,051,918)
Change in non-cash working capital balances related to operations		
(Increase) Decrease in accounts receivable	(137,560)	3,082,318
(Increase) Decrease in other assets	(149,824)	(45,150)
(Decrease) Increase in accounts payable	(573,603)	804,696
Increase (Decrease) in deferred revenues	1,300,452	3,427,484
Increase (Decrease) in other liabilities	202,956	550,024
Decrease (Increase) in prepaid expenses	255,665	(457,590)
(Increase) Decrease in inventory	(3,970)	(10,227)
Increase (Decrease) in unfunded liabilities	950,564	1,171,527
Cash provided by operating transactions	<u>14,446,290</u>	<u>20,672,372</u>
Capital Transactions		
Acquisition of tangible capital assets	(14,721,634)	(9,149,648)
Proceeds on disposal of tangible capital assets	44,700	-
Cash used in capital transactions	<u>(14,676,934)</u>	<u>(9,149,648)</u>
Investment Transactions		
Decrease (Increase) in investments	<u>3,097,792</u>	<u>(2,023,552)</u>
Cash provided by (used in) investment transactions	<u>3,097,792</u>	<u>(2,023,552)</u>
Financing Transactions		
Short and long term debt issued	1,542,535	14,349
Increase in capital lease obligation	264,613	128,160
Repayment of short and long-term debt	(1,361,687)	(1,789,610)
Cash provided by (used in) financing transactions	<u>445,461</u>	<u>(1,647,101)</u>
Net change in cash and short term deposits	3,312,609	7,852,071
Cash and short-term deposits, Beginning of the year	35,092,505	27,240,434
Cash and short-term deposits, End of the year (Pg. 3)	(Note 2) \$ 38,405,114	\$ 35,092,505

See notes to consolidated financial statements

The Regional District was incorporated in 1967 under the provisions of the British Columbia Municipal Act. Its principal activities are the provision of district wide local government services to the residents of seven electoral areas and four municipalities within its boundaries. These services include general government administration, bylaw enforcement, planning and development services, building inspection, fire protection and emergency response planning, public transportation, parks and recreation, water supply and sewage collection, wastewater disposal, solid waste collection and disposal, and street lighting.

The financial operations of the Regional District are divided into three funds; capital fund, general revenue fund and reserve fund. For accounting purposes each fund is treated as a separate entity.

General Revenue Fund – represents the accumulated operating surplus of the Regional District which has not otherwise been allocated by the Board as reserves for special purposes.

Capital Fund – represents amounts which have been expended by or returned to the General Revenue Fund or a Reserve Fund for the acquisition of tangible capital assets and includes refunds of debenture debt sinking fund surpluses.

Reserves - represent that portion of the accumulated operating surplus that has been set aside to fund future expenditures. It includes both statutory reserves created by bylaw under the authority of the *Local Government Act* and reserve accounts, which may be used by the Board without legislative restrictions.

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Principles of Consolidation

The Regional District follows Canadian generally accepted accounting principles for local governments issued by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA).

Consolidated financial statements have been prepared in accordance with the recommendations of the Public Sector Accounting Board (PSAB). The consolidated financial statements include the activities related to all funds belonging to the one economic entity of the Regional District. In accordance with those standards inter-departmental and inter-fund transactions have been removed to ensure financial activities are recorded on a gross basis.

(b) Short-term deposits

Short-term deposits are carried at the lower of cost and market value which approximates market value.

(c) Long-term investments

Long-term investments are carried at cost less any amortized premium. It is the intention of the Regional District to hold these instruments to maturity. Any premium has been amortized on a straight-line basis using the earlier of the date of maturity or call date.

(d) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

i. Tangible capital assets

Tangible capital assets are physical assets that are to be used on a continuing basis, are not for sale in the ordinary course of operations and have useful economic lives extending beyond a single year. Section 3150 of Public Sector Accounting Handbook requires all governments to record and amortize the assets over their estimated useful lives. Tangible capital assets are reported at historical cost and include assets financed from annual budgets, short-term and long-term debt and leases. Tangible capital assets when acquired are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost recorded of tangible capital assets, less any estimated residual value, is amortized on a straight-line basis over their estimated useful lives as follows:

Asset Category	Useful Life Range (years)
Land	n/a
Land Improvements	15 - 50
Building	20 - 50
Equipment, Furniture & Vehicles	5 - 20
Engineering Structures	
Water	25 - 75
Sewer	45 - 75
Wastewater	30 - 75
Solid Waste	20 - 50
Transportation	20 - 50

In the year of acquisition and in the year of disposal, amortization is recorded as half of the annual expense for that year. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded as assets and revenue at their fair value at the date of receipt.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of a property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(e) Debt servicing cost

Interest is recorded on an accrual basis.

Long-term debt is obtained through the Municipal Finance Authority (MFA) whose policy is to issue debt denominated in Canadian dollars.

(f) Financial Instruments

Financial instruments consist of cash and short-term deposits, accounts receivable, investments, municipal debt receivable, short-term loans, accounts payable, obligations under capital leases, other liabilities, unfunded liabilities and long-term debt. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risk arising from these financial instruments.

1. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

(g) Revenue recognition

Revenues are recorded on an accrual basis and are recognized in the period in which they are earned. Restricted receipts such as development cost charges (DCC), and cash in lieu of parkland contributions, are recognized as revenues in the year in which the related expenditures are incurred. Unrestricted receipts such as property tax revenues, user and permit fees are recognized as revenues when received or receivable.

Government transfers are recognized as revenues in the period in which events giving rise to the transfer occur in accordance with PS 3410. PS 3410 requires recognition when a transfer is authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

(h) Expense recognition

Operating expenses are recorded on an accrual basis.

Estimates of employee future benefits are recorded as expenses in the year they are earned. Landfill closure and post closure costs are recognized as costs as landfill capacity is used.

(i) Contingent liabilities

Contingent liabilities are recognized in accordance with PS 3300, which requires that an estimate be recorded when it is likely that a future event will confirm that a liability has been incurred by the financial statement date and that the amount can be reasonably estimated.

(j) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of employee retirement benefits, landfill closure and post closure liabilities, likelihood of collection of accounts receivable, useful lives of tangible capital assets, discounted replacement costs of tangible capital assets and provisions for contingencies. Actual results may vary from those estimates and adjustments will be reported in operations as they become known. Changes to the underlying assumptions and estimates or legislative changes in the near term could have a material impact on the provisions recognized.

(k) Adoption of new accounting policies

In accordance with the recommendations of the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants, the Regional District has adopted the following sections commencing in the current fiscal year:

- i. PS 1200 *Financial Statement Presentation* which introduced a new financial statement reporting model based on full accrual accounting principles effective for financial statements of local governments with fiscal years beginning on or after January 1, 2009.
- ii. PS 3150 *Tangible Capital Assets* which provides for accounting, measurement, valuation, amortization, write-downs, disposals, and presentation and disclosure of tangible capital assets.

2. CASH AND SHORT-TERM DEPOSITS

In 2009, all cash and short-term deposits were held by the General Revenue Fund. Interest income has been allocated to restricted receipts, Reserve Accounts, Reserve Funds and Capital Funds based on the relative equity in each account.

3. ACCOUNTS RECEIVABLE

	<u>2009</u>	<u>2008</u>
Province of British Columbia	\$ 57,917	\$ 111,645
Government of Canada	307,669	373,335
Regional and local governments	446,738	362,255
Gas tax transfer program – Strategic Priorities Fund	434,805	871,091
BC Transit	1,233,641	-
Accrued investment interest	193,764	415,456
Solid Waste commercial accounts	770,018	587,274
Utility services customers	363,254	331,613
Developer DCC instalments	642,921	1,112,616
Other trade receivables	368,006	515,888
	<u>\$ 4,818,733</u>	<u>\$ 4,681,173</u>

4. INVESTMENTS

All investments are held by the General Revenue Fund and consist of term notes and bonds with varying yields and extendible maturity dates ranging from 2010 to 2018.

	<u>2009</u>	<u>2008</u>
Investments at cost less amortized premium	\$ 21,780,760	\$ 24,878,552

As at December 31, 2009, the following investments were held by the Regional District:

Investment	Amortized Purchase Price	Accrued Interest	Total Book Value	Market Value at December 31, 2009
CIBC 4.95% deposit note	1,076,206	17,413	1,093,619	1,116,586
BMO 2.20% extendible note	5,000,000	15,103	5,015,103	4,960,000
RBC 4.84% extendible note	2,908,166	41,213	2,949,379	3,011,789
BNS 4.99% extendible note	2,926,623	36,365	2,962,988	3,016,912
CIBC 5.15% extendible note	2,927,811	9,877	2,937,688	3,001,181
BMO 5.05% deposit note	2,018,095	31,694	2,049,789	2,099,294
MUN 4.15% deposit note	2,106,840	18,413	2,125,253	2,137,646
RBC 5.45% extendible note	2,817,019	23,686	2,840,705	3,037,864
	<u>\$ 21,780,760</u>	<u>\$ 193,764</u>	<u>\$ 21,974,524</u>	<u>\$ 22,381,272</u>

5. OTHER ASSETS

	<u>2009</u>	<u>2008</u>
Security deposits for building or development permit applications	\$ 197,974	\$ 48,150

6. SHORT-TERM LOANS

- (a) Municipal Finance Authority interim financing program loans totalling \$259,716 (2008, nil) with interest only payable monthly, for the purchase of land to be used for future development of the Nanoose Bulk Water service. During 2009, the principal amount of this short term loan was reduced by \$65,000. Interest rates have varied from 1.240% to 1.250% during 2009. As at January 1, 2010, the rate was 1.250%.
- (b) Municipal Finance Authority interim financing program loan totalling Nil (2008, \$79,478), with interest only payable monthly, for the purchase of land to establish a Regional Park. The loan was retired in 2009. Interest rates varied from 1.060% to 2.045% during 2009.

7. ACCOUNTS PAYABLE

	<u>2009</u>	<u>2008</u>
Payable to Provincial Government	\$ 393	\$ 488,376
Payable to other local governments	77,375	25,737
Trade and other payables	2,979,523	3,116,781
	<u>\$ 3,057,291</u>	<u>\$ 3,630,894</u>

8. OTHER LIABILITIES

	<u>2009</u>	<u>2008</u>
Wages and benefits payable	\$ 1,300,613	\$ 1,149,549
Retirement benefits payable	1,419,169	1,206,420
Permit deposits	383,515	544,372
	<u>\$ 3,103,297</u>	<u>\$ 2,900,341</u>

9. UNFUNDED LIABILITIES

Unfunded liabilities represent the estimated amount of cumulative future expenditures required to meet obligations which result from current operations. These liabilities are related to contractual employment obligations, and landfill operations which are governed by Provincial statute. Special reserves which have been set aside to meet those obligations are described below.

(a) Employee Benefits

- i. Retirement Benefits - Employees who retire qualify for a one time payout of up to 60 days of their accumulated unused sick leave bank. The Regional District calculates the value of this liability for employees aged 40 or older based on a statistical analysis of the age and length of service of its workforce. The reported liability reflects the likelihood that employees 55 or older will retire and become eligible for this benefit. The unfunded portion of the estimated employee retirement benefit liability at December 31, 2009 is \$505 (2008, nil), and the total estimated employee retirement benefit liability at December 31, 2009 is \$1,419,673 (2008, \$1,206,420). Employee retirement benefit payments are being funded by an accounting charge on wages paid in the year.
- ii. Other – Includes vacation pay adjustments and statutory and other benefits provided for in the collective agreement and which are paid in the normal course of business in the following year. The vacation pay liability at December 31, 2009 is \$80,492 (2008, \$82,310). The statutory benefits liability at December 31, 2009 is \$96,116 (2008, \$77,401).

9. UNFUNDED LIABILITIES (CONTINUED)

(b) Landfill Closure and Post Closure Maintenance Costs

In accordance with PS 3270 liabilities with respect to permanently closing and monitoring a landfill are incurred as landfill capacity is used. Landfill Closure costs includes placing a permanent cover over the face of the landfill. Post Closure Maintenance costs include landfill gas monitoring, leachate collection system operation and general site maintenance for a period of 25 years after the landfill is permanently closed.

- i. Landfill Closure costs - are estimated based on the open area of the remaining unused capacity of the landfill site. In 2009 a revised design and operations plan was approved for the landfill which provides additional airspace for future needs. This plan extends the estimated life of the landfill to 2029, and includes remediation and reuse of previously filled areas as well as extending perimeter berms for the development of new airspace.

At December 31, 2009, there were approximately 2,093,500 cubic meters of airspace available for waste and daily cover. Landfill Closure costs are estimated at \$6,135,133 (2008, \$2,216,750). As at December 31, 2009, \$1,308,007 (2008, \$1,282,197) has been set aside in reserves for this purpose. The balance of Landfill Closure costs are expected to be funded by a combination of future reserve account contributions, operating budgets and/or borrowing.

- ii. Post Closure Maintenance costs – are costs estimated to manage the closed landfill for a statutory period of 25 years. Post Closure Maintenance costs are estimated using a number of factors including the percentage of landfill capacity already filled, the probable closure date, the regulated monitoring period, the estimated annual management costs and a present value discount rate which is the difference between the long-term MFA borrowing rate and the current Consumer Price Index. The current estimate for annual Post Closure Maintenance costs is \$575,000 (2008, \$425,000). Total Post Closure Maintenance costs are estimated to be \$3,300,655 (2008, \$6,357,394) based on 56% of the total landfill capacity being filled at this date, a 20 year lifespan to 2029, final closure in 2029, and a discount rate of 2.8%. Post Closure Maintenance costs are expected to be funded by annual budget appropriations in the years in which they are incurred.

Unfunded Liability Balances	<u>2009</u>	<u>2008</u>
Employee Retirement Benefits	\$ 505	\$ -
Employee Other Benefits	176,608	88,193
Landfill Closure Costs	6,135,133	2,216,750
Post Closure Maintenance Costs	3,300,655	6,357,394
Unfunded Liability	<u>\$ 9,612,901</u>	<u>\$ 8,662,337</u>
Reserves On Hand	<u>\$ 1,308,007</u>	<u>\$ 1,282,197</u>

10. DEFERRED REVENUE

Parkland Cash-in-Lieu Contributions	\$ 1,278,081	\$ 1,241,922
Development Cost Charges	17,152,170	16,635,770
Subtotal (Pg. 29)	<u>18,430,251</u>	<u>17,877,692</u>
Gas Tax Revenue Transfer program – Community Works Fund	3,670,654	3,064,086
Community Tourism Program funding	120,666	115,342
Towns for Tomorrow Program funding	169,905	-
General Revenue Fund	183,598	217,502
	<u>\$ 22,575,074</u>	<u>\$ 21,274,622</u>

10. DEFERRED REVENUE (CONTINUED)

Parkland Cash-in-Lieu Contributions - are amounts collected from developers under the authority of Section 941 of the *Local Government Act*, where the Board has determined that cash rather than land for parkland purposes may be accepted as a condition of subdivision. These funds are held for the purpose of purchasing parkland.

Development Cost Charges - are amounts collected or payable as a result of new subdivision or building developments under the authority of Section 933 of the *Local Government Act*. The purpose of Section 933 is to collect funds for infrastructure which will be built as a result of capital expansions or improvements resulting from additional population. Development Cost Charge bylaws have been enacted for the purposes of future expansion of wastewater treatment facilities and a bulk water system.

Community Works Fund - is a program component of the federal government's "New Deal for Cities and Communities" which was established to transfer a portion of gas tax revenues to local governments to address infrastructure deficits. Additional information on the Regional District of Nanaimo's use of the Community Works Fund grants is included in the schedule on Pg 30.

Community Tourism Program - is a provincial program to increase tourism activity, build local economies and support the Province's Spirit of 2010 Tourism Strategy.

Towns for Tomorrow Program - is a provincial program providing funding towards sustainability initiatives in smaller communities.

General Revenue Fund - consists of payments in advance for recreation programs, unredeemed recreation program awards, facility rental deposits and miscellaneous deferred revenue.

11. MUNICIPAL DEBT RECEIVABLE

Pursuant to the *Local Government Act*, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority. The annual cost of servicing this municipal debt is recovered entirely from the borrowing municipality. However, the Regional District is joint and severally liable for municipal debt in the event of default.

	<u>2009</u>	<u>2008</u>
City of Parksville	\$ 4,008,171	\$ 4,285,964
City of Nanaimo	<u>38,913,680</u>	<u>41,200,213</u>
	<u>\$ 42,921,851</u>	<u>\$ 45,486,177</u>

12. LONG-TERM DEBT

Debt is recorded and payable in Canadian dollars. It is the current policy of the Municipal Finance Authority to secure debt repayable only in Canadian dollars.

Details of long-term debt, including debt issue numbers, maturity dates, interest rates and outstanding amounts, are summarized in the Schedule of Long-Term Debt on pages 22 to 25.

Payments of principal on issued debt of the Regional District, not including direct municipal member debt, for the next five years are:

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>TOTAL</u>
\$ 1,259,735	\$ 767,900	\$ 767,990	\$ 768,082	\$ 639,111	<u>\$ 4,202,818</u>

13. OPERATING AND CAPITAL LEASES

The Regional District has entered into five year operating leases for certain vehicles and equipment which expire on various dates. In 2009 the operating lease payments totalled \$Nil (2008, \$91,394).

The Regional District has financed assets under capital leases in the amount of \$1,522,800 (2008, \$1,093,994), including one fire truck; two Zamboni ice cleaners, several road vehicles, landfill site mobile equipment and photocopiers. The 2009 capital lease principal payments totalled \$289,112 (2008, \$228,663). The outstanding obligation balance for leased capital assets as at December 31, 2009 was \$1,281,119 (2008, \$1,016,506).

Substantially all capital leases are held by the MFA Leasing Corporation. While payments are fixed for the term of the lease, interest rates are variable daily based upon the Canadian prime rate minus 1.0%. An interest adjustment is made at the time of the final payment. In 2009, interest expenditures related to lease liabilities were \$44,216 (2008, \$40,987).

Lease payment commitments for the next five years are:

Capital Leases

<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>TOTAL</u>
\$ 347,755	\$ 614,122	\$ 252,939	\$ 96,275	\$ 35,972	\$ 1,347,063
	Less: Imputed Interest				<u>(65,944)</u>
					<u>\$ 1,281,119</u>
					Net Obligation under Capital Lease (Pg. 3)

Operating Leases – there are no operating lease commitments as at December 31, 2009.

14. PRIOR PERIOD RESTATEMENT

The Regional District has restated its financial statements to comply with the provisions of Section 1200 & 3150 of the Public Sector Accounting Board Handbook. The adjustments are as follows:

2008 opening accumulated surplus as reported	\$ 145,688,568
Adjustments to opening 2008 accumulated surplus	
Tangible capital asset revaluation	(14,509,007)
Reclassification of prepaid expenses and inventory as non-financial assets	68,380
2008 opening accumulated surplus restated (Pg. 4)	<u>\$ 131,247,941</u>
2008 surplus for the year (net operating revenue) as reported	\$ 3,583,744
Add:	
Assets previously expensed and now capitalized	9,149,647
Revenue from contributed tangible capital assets	1,017,746
Restatement of prepaid expenses and inventory as non-financial assets	467,817
Less:	
Increase in amortization expense	(3,953,717)
2008 surplus for the year restated (Pg. 4)	<u>\$ 10,265,237</u>
Adjustment to 2008 tangible capital assets	
Net book value of tangible capital assets as previously reported	\$ 147,381,394
Adjustment due to 2008 opening tangible capital asset revaluation	(14,509,007)
Less tangible capital asset purchases as previously reported	(9,426,299)
Add assets previously expensed and now capitalized	9,149,647
Add contributed tangible capital assets	1,017,746
Less amortization	(3,953,717)
Net book value of tangible capital assets restated (Pg. 3)	<u>129,659,764</u>

14. PRIOR PERIOD RESTATEMENT (CONTINUED)

2009 opening accumulated surplus as reported	\$	158,698,612
Adjustments to opening 2009 accumulated surplus		
Tangible capital asset revaluation		(17,721,631)
Reclassification of prepaid expenses and inventory as non-financial assets		536,197
2009 opening accumulated surplus restated (Pg. 4)	\$	<u>141,513,178</u>

15. CONSOLIDATION ADJUSTMENTS

The figures reported in the consolidated financial statements differ from the supporting schedules due to differences in grouping and presentation as well as the elimination of inter-fund and inter-departmental transactions. The General Revenue Fund Schedule of Revenue and Expenditures values has been amended by the following consolidation adjustments to conform to PSAB requirements:

	<u>2009</u>	<u>2008</u>
General Revenue Fund surplus (Pg. 31)	\$ 9,969,844	\$ 11,623,267
Add:		
Water User Fee Revenue year end accrual (billed May 2010)	144,238	124,614
General Revenue Fund surplus adjusted for statement presentation	<u>\$ 10,114,082</u>	<u>\$ 11,747,881</u>

16. ACCUMULATED SURPLUS

Accumulated surplus consists of individual fund surpluses (deficits) and reserves as follows:

	<u>2009</u>	<u>2008</u>
Surplus		
General Revenue Fund (Note 15)	\$ 10,114,082	\$ 11,747,881
Invested in tangible capital assets (net of financing)	124,678,232	112,744,795
Capital Fund advances	(1,903,483)	(1,832,966)
Unfunded liabilities	(9,612,901)	(8,662,337)
Total surplus	<u>123,275,930</u>	<u>113,997,373</u>
Reserves		
General Revenue Fund Reserve Accounts		
Landfill expansion	246,430	241,569
Landfill closure	1,308,007	1,282,197
Property insurance deductible-fire departments	34,338	31,688
Liability insurance deductible	132,770	130,150
French Creek Water (Qualicum Beach Incorporation)	6,508	6,426
Regional parks and trails donations	9,335	4,085
Vehicle fleet replacement (various departments)	297,315	322,480
	<u>2,034,703</u>	<u>2,018,595</u>
Statutory Reserve Funds (Pg. 28)	\$ 26,506,119	\$ 25,497,210
Total Reserves	<u>\$ 28,540,822</u>	<u>\$ 27,515,805</u>
Accumulated Surplus (Pg. 3)	<u>\$ 151,816,752</u>	<u>\$ 141,513,178</u>

17. MUNICIPAL FINANCE AUTHORITY RESERVE DEPOSITS

The Regional District secures its long term borrowing through the Municipal Finance Authority. As a condition of these borrowings a portion of the debenture proceeds are retained by the Authority as a debt reserve fund. As at December 31, 2009 the Regional District had debt reserve funds of \$4,716,847 (2008, \$5,041,712).

18. THE NORTH ISLAND 9-1-1 CORPORATION

A 9-1-1 emergency dispatch service is provided by the North Island 9-1-1 Corporation, which is owned by the Regional Districts of Comox Valley, Strathcona, Mount Waddington, Alberni Clayoquot, Nanaimo and Powell River. The shares in the corporation are owned as follows:

Alberni Clayoquot	3 shares
Comox Valley	6 shares
Strathcona	4 shares
Mount Waddington	1 share
Nanaimo	5 shares
Powell River	2 shares

The Regional District's investment in shares of the North Island 911 Corporation is recorded at cost as it does not fall under the definition of a government partnership (PS3060.06). The Regional District's share of the corporation is equal to 23.8% and the degree of control is proportionate to the ownership share. As no benefits are expected from the ownership, it has not been accounted for as an equity investment.

19. PENSION LIABILITY

The Regional District of Nanaimo and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The Plan has about 158,000 active members and approximately 57,000 retired members. Active members include approximately 33,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The most recent valuation as at December 31, 2006 indicated a surplus of \$438 million for basic pension benefits. The next valuation will be as at December 31, 2009 with results available in 2010. The actuary does not attribute portions of the surplus to individual employers. This note represents the most current information at the time of the financial audit. The Regional District of Nanaimo paid \$1,174,047 (2008, \$1,052,892) for employer contributions to the plan in fiscal 2009.

20. CONTINGENT LIABILITIES

Contingent liabilities are recognized by the Regional District in accordance with PS3300.15. As at December 31, 2009 there were no outstanding claims against the Regional District which could result in a contingent liability.

21. TANGIBLE CAPITAL ASSETS

Net Book Value	2009	2008
Land	\$ 30,698,187	\$ 30,482,704
Land improvements	1,851,927	1,241,123
Buildings	20,199,769	14,317,124
Engineered structures	77,313,245	73,402,644
Equipment, furniture and vehicles	8,258,741	7,181,224
Assets under construction	2,533,098	3,034,945
	<u>\$ 140,854,967</u>	<u>\$ 129,659,764</u>
Owned tangible capital assets	\$ 139,332,167	\$ 128,565,770
Leased assets	1,522,800	1,093,994
	<u>\$ 140,854,967</u>	<u>\$ 129,659,764</u>

21. TANGIBLE CAPITAL ASSETS (CONTINUED)

During the year Free Crown Grant land and sewer systems built by others valued at a total of \$855,553 (2008, \$1,017,746) were accepted and recorded as contributed assets.

The Consolidated Schedule of Tangible Capital Assets (Pg. 21) provides details of acquisitions, disposals and amortization for the year.

22. ENVIRONMENTAL REGULATIONS

The Regional District is subject to environmental regulations which apply to a number of its operations. These regulations may require future expenditures to meet applicable standards and subject the Regional District to possible penalties for violations. Amounts required to meet these obligations will be charged to operations when incurred and/or when they can be reasonably estimated.

23. EXPENDITURES BY OBJECT

	<u>Budget</u>	<u>2009</u>	<u>2008</u>
Operating goods and services	\$ 26,626,756	\$ 22,627,256	\$ 23,569,423
Wages and benefits	22,884,822	21,199,627	19,419,976
Debt interest	1,242,640	537,868	853,977
Amortization expense	-	4,381,984	3,953,717
Unfunded expenditures (Note 9)	-	950,564	1,171,527
Total Expenditures by Object (Pg. 4)	<u>\$ 50,754,218</u>	<u>\$ 49,697,299</u>	<u>\$ 48,968,620</u>

24. BUDGET FIGURES

Budget figures are unaudited and represent the Financial Plan Bylaw adopted by the Board on March 24, 2009. The financial plan budgeted for capital expenditures rather than amortization expense, and reflects the use of prior year operating surpluses as part of its annual budget. The carry forward of operating surpluses by department is a requirement under the *Local Government Act of BC*. The financial plan forms the basis for taxation and fees and charges rates which may be required for a particular year. The following reconciliation of the "Surplus for the year" shown on Pg. 5 is provided to show which items must be added or removed to reflect to the financial plan.

Surplus for the year (Pg. 4)	\$ 19,962,326
Add:	
Transfers from reserves	8,105,557
Prior year operating surplus	11,561,345
Less:	
Capital expenditures	(27,317,231)
Debt principal repayments/actuarial adjustments	(2,180,390)
Capital lease principal payments	(289,112)
Transfer to reserves	<u>(4,384,934)</u>
Consolidated surplus, per Regional District of Nanaimo Financial Plan Bylaw No.1570 (Pg. 31)	<u>\$ 5,457,561</u>

25. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform to the presentation adopted in the current year.

REGIONAL DISTRICT OF NANAIMO
GENERAL REVENUE FUND
SCHEDULE OF REVENUE AND EXPENDITURES
as at December 31, 2009
(UNAUDITED)

	Corporate Services (Schedule A)	Development Services (Schedule B)	Regional & Community Utilities (Schedule C)	Recreation & Parks Services (Schedule D)	Transportation & Solid Waste Services (Schedule E)	Actual 2009	Budget 2009	Actual 2008
REVENUES								
Tax requisition	\$ 5,336,717	\$ 1,980,530	\$ 11,290,345	\$ 6,986,586	\$ 5,864,770	\$ 31,458,948	\$ 31,458,735	\$ 29,024,827
Grants	111,489	390,661	180,670	126,444	5,942,959	6,752,223	13,480,990	7,020,069
Grants in Lieu	52,164	7,482	73,950	7,563	59,454	200,613	109,230	186,594
Interest	243,837	-	-	-	-	243,837	385,000	564,887
Permit fees & other	-	949,747	-	93,528	2,679,338	3,722,613	6,978,715	1,707,595
Operating revenues	-	78,332	1,769,698	1,376,147	7,128,475	10,352,652	10,618,569	9,769,034
Disposal fees	-	-	-	-	8,023,015	8,023,015	9,384,750	8,552,243
Other	9,686,010	-	1,058,297	-	-	10,744,307	15,944,403	9,066,785
	<u>15,430,217</u>	<u>3,406,752</u>	<u>14,372,960</u>	<u>8,590,268</u>	<u>29,698,011</u>	<u>71,498,208</u>	<u>88,360,392</u>	<u>65,892,034</u>
EXPENDITURES								
General administration	875,848	591,149	797,468	598,205	3,270,764	6,133,434	6,490,072	5,537,578
Professional fees	150,550	468,706	324,784	211,801	267,075	1,422,916	2,373,032	1,611,533
Community grants	30,685	-	-	74,212	-	104,897	120,725	123,654
Legislative	291,037	-	-	-	-	291,037	295,320	263,659
Recreation program costs	-	-	-	97,501	-	97,501	125,260	140,140
Equipment operating	99,316	4,942	-	55,773	2,781	162,812	237,111	231,630
Building operating	195,594	62,291	205,963	679,410	328,572	1,471,830	1,608,276	1,327,596
Vehicle operating	77,608	39,316	691,874	112,689	3,494,996	4,416,483	5,456,806	5,065,021
Other operating	236,622	193,955	2,855,223	295,497	4,282,247	7,863,544	9,587,032	8,254,081
Wages & benefits	2,438,161	2,174,327	2,813,850	3,378,511	10,394,778	21,199,627	22,884,822	19,419,976
Capital expenditures	2,825,663	82,867	2,594,975	214,205	6,488,885	12,206,595	27,321,231	6,795,808
	<u>7,221,084</u>	<u>3,617,553</u>	<u>10,284,137</u>	<u>5,717,804</u>	<u>28,530,098</u>	<u>55,370,676</u>	<u>76,499,687</u>	<u>48,770,676</u>
OPERATING SURPLUS	<u>8,209,133</u>	<u>(210,801)</u>	<u>4,088,823</u>	<u>2,872,464</u>	<u>1,167,913</u>	<u>16,127,532</u>	<u>11,860,705</u>	<u>17,121,358</u>
Debt retirement								
- interest	2,890,557	-	1,059,624	582,231	51,666	4,584,078	4,894,600	4,922,267
- principal	1,957,626	-	848,526	493,081	-	3,299,233	3,394,200	3,821,425
Contingency	15,790	-	-	-	-	15,790	311,385	-
Reserve contributions	380,430	39,905	1,920,926	122,150	2,584,845	5,048,256	4,384,934	3,926,281
Transfers to other govts	3,411,214	3,000	-	1,419,384	-	4,833,598	4,979,370	4,698,231
	<u>8,655,617</u>	<u>42,905</u>	<u>3,829,076</u>	<u>2,616,846</u>	<u>2,636,511</u>	<u>17,780,955</u>	<u>17,964,489</u>	<u>17,368,204</u>
CURRENT YEAR SURPLUS (DEFICIT)	<u>(446,484)</u>	<u>(253,706)</u>	<u>259,747</u>	<u>255,618</u>	<u>(1,468,598)</u>	<u>(1,653,423)</u>	<u>(6,103,784)</u>	<u>(246,846)</u>
Prior year's surplus applied	1,358,017	1,575,036	4,330,888	1,233,289	3,126,037	11,623,267	11,561,345	11,870,113
NET OPERATING SURPLUS	<u>\$ 911,533</u>	<u>\$ 1,321,330</u>	<u>\$ 4,590,635</u>	<u>\$ 1,488,907</u>	<u>\$ 1,657,439</u>	<u>\$ 9,969,844</u>	<u>\$ 5,457,561</u>	<u>\$ 11,623,267</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO
LONG-TERM DEBT SUMMARY BY FUNCTION
DECEMBER 31, 2009**

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
REGIONAL DISTRICT					
RAVENSONG AQUATIC CENTER	\$ 2,539,563	\$ 2,337,657	\$ 2,125,654	\$ 1,903,052	\$ 1,669,319
OCEANSIDE PLACE ARENA	-	6,470,646	6,197,594	5,913,621	5,618,288
COMMUNITY PARKS	323,087	391,262	456,235	437,875	418,734
SOLID WASTE MANAGEMENT	1,042,225	853,609	655,562	447,612	-
WASTEWATER MANAGEMENT					
- Southern Community (District 68)	564,741	425,912	280,143	-	-
- Northern Community (District 69)	6,161,807	5,178,911	4,146,870	3,063,226	1,925,401
FIRE PROTECTION	232,725	234,102	213,246	191,555	168,997
SEWER SERVICES			895,781	865,699	1,957,794
WATER SUPPLY SERVICES	<u>3,799,361</u>	<u>3,586,775</u>	<u>3,244,960</u>	<u>2,996,345</u>	<u>2,877,367</u>
TOTAL REGIONAL DISTRICT	14,663,509	19,478,874	18,216,045	15,818,985	14,635,900
MEMBER MUNICIPALITIES	<u>17,932,534</u>	<u>31,484,841</u>	<u>48,089,804</u>	<u>45,486,177</u>	<u>42,921,851</u>
TOTAL LONG TERM DEBT (Pg. 3)	<u>\$ 32,596,043</u>	<u>\$ 50,963,715</u>	<u>\$ 66,305,849</u>	<u>\$ 61,305,162</u>	<u>\$ 57,557,751</u>

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF LONG-TERM DEBT
DECEMBER 31, 2009**

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2009 DEBT O/S	2008 DEBT O/S
RAVENSONG AQUATIC CENTER								
	MFA 61	CDN	981	Dec 01,2015	5.970	4,098,635	\$ 1,669,319	\$ 1,903,052
TOTAL RAVENSONG AQUATIC CENTER						4,098,635	1,669,319	1,903,052
OCEANSIDE PLACE ARENA								
	MFA 97	CDN	1365	Apr 19,2023	4.830	6,470,646	5,618,288	5,913,621
TOTAL OCEANSIDE PLACE ARENA						6,470,646	5,618,288	5,913,621
COMMUNITY PARKS ELECTORAL AREA B								
	MFA 78	CDN	1299	Dec 03,2022	5.250	100,000	75,376	79,429
	MFA 79	CDN	1303	Jun 03,2023	5.250	80,000	63,543	66,631
	MFA 81	CDN	1304	Apr 22,2024	4.900	80,000	66,631	69,572
	MFA 93	CDN	1305	Apr 06,2025	5.100	80,000	67,051	70,411
	MFA 97	CDN	1306	Apr 19,2026	4.660	80,000	71,614	74,519
	MFA 101	CDN	1307	Apr 11, 2027	4.520	80,000	74,519	77,313
TOTAL COMMUNITY PARKS						500,000	418,734	437,875
FIRE PROTECTION SERVICES								
COOMBS HILLIERS FIRE								
	MFA 92	CDN	1396	Apr 06,2015	4.550	232,725	150,412	172,216
NANAIMO RIVER FIRE								
	MFA 99	CDN	1488	Apr 19,2027	4.430	20,761	18,585	19,339
TOTAL FIRE PROTECTION SERVICES						253,486	168,997	191,555
SOLID WASTE MANAGEMENT								
	MFA 49	CDN	819	Oct 24,2010	6.500	3,000,000	-	447,612
TOTAL SOLID WASTE MANAGEMENT						3,000,000	-	447,612
NORTHERN COMMUNITY WASTEWATER								
	MFA 61	CDN	982	Dec 01,2010	5.880	10,615,000	973,975	1,901,570
	MFA 69	CDN	1101	Sep 24,2013	4.250	2,785,000	951,426	1,161,656
TOTAL NORTHERN COMMUNITY WASTEWATER						\$ 13,400,000	\$ 1,925,401	\$ 3,063,226

See notes to consolidated financial statements

REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF LONG-TERM DEBT
DECEMBER 31, 2009

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2009 DEBT O/S	2008 DEBT O/S
SEWER SERVICES								
BARCLAY CRESCENT SEWER								
	MFA 102	CDN	1486	Dec 01, 2027	4.820	895,781	834,414	865,699
CEDAR SEWER								
	MFA 106	CDN	1571	Oct 13, 2029	4.130	926,180	926,180	-
	MFA 106	CDN	1572	Oct 13, 2029	4.130	27,200	27,200	-
	MFA 106	CDN	1573	Oct 13, 2029	4.130	108,800	108,800	-
	MFA 106	CDN	1574	Oct 13, 2029	4.130	61,200	61,200	-
						1,123,380	1,123,380	-
TOTAL SEWER SERVICES						\$ 2,019,161	\$ 1,957,794	\$ 865,699
WATER SUPPLY MANAGEMENT								
WATER - NANOOSE								
	MFA48	CDN	812	May 15,2010	6.500	325,000	-	-
	MFA49	CDN	824	Oct 24,2010	5.490	140,000	-	20,889
						465,000	-	20,889
WATER - SAN PAREIL								
	MFA74	CDN	1221	Jun 01,2016	5.900	193,979	108,138	120,787
	MFA81	CDN	1367	Apr 22,2019	4.900	89,476	66,564	71,604
	MFA97	CDN	1395	Apr 19,2021	4.660	40,000	33,764	35,925
	MFA106	CDN	1395	Oct 13,2024	4.130	94,439	94,439	-
						417,894	302,905	228,316
WATER - DRIFTWOOD								
	MFA80	CDN	1301	Oct 03,2023	4.900	100,614	79,917	83,800
						100,614	79,917	83,800
WATER - MELROSE TERRACE								
	MFA103	CDN	1539	Apr 23,2018	4.650	14,349	13,154	14,349
						14,349	13,154	14,349
BULK WATER - FRENCH CREEK								
	MFA69	CDN	1127	Sep 24,2018	4.650	503,655	287,260	312,071
						503,655	287,260	312,071
BULK WATER - NANOOSE								
	MFA69	CDN	1128	Sep 24,2018	4.650	864,095	492,836	535,404
	MFA74	CDN	1226	Jun 01,2021	5.900	2,195,223	1,561,265	1,654,682
	MFA80	CDN	1239	Oct 03,2023	4.900	176,295	140,030	146,834
						3,235,613	2,194,131	2,336,920
TOTAL WATER SUPPLY MANAGEMENT						4,737,125	2,877,367	2,996,345
TOTAL LONG TERM DEBT - REGIONAL DISTRICT						\$ 34,479,053	\$ 14,635,900	\$ 15,818,985

See notes to consolidated financial statements

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF LONG-TERM DEBT
DECEMBER 31, 2009**

FUNCTION	ISSUER	FUNDS	BYLAW NUMBER	MATURITY DATE	INTEREST RATE	ORIGINAL VALUE	2009 DEBT O/S	2008 DEBT O/S
CITY OF PARKSVILLE								
	MFA68	CDN	1109	Mar 24,2018	4.650	1,200,000	684,420	743,534
	MFA69	CDN	1129	Sep 24,2018	4.650	1,970,000	1,123,590	1,220,636
	MFA74	CDN	1227	Jun 01,2021	5.900	290,000	206,251	218,592
	MFA75	CDN	1238	Dec 01,2021	5.690	1,050,000	746,771	791,453
	MFA78	CDN	1283	Dec 03,2022	5.250	765,000	576,630	607,634
	MFA93	CDN	1420	Apr 06, 2025	5.100	800,000	670,509	704,115
TOTAL CITY OF PARKSVILLE						6,075,000	4,008,171	4,285,964
CITY OF NANAIMO								
	MFA53	CDN	848	May 13,2012	6.010	1,438,475	314,336	409,298
	MFA53	CDN	GNWD46	May 13,2012	6.010	2,593,125	1,092,602	1,422,681
	MFA54	CDN	871	Jan 12,2008	6.250	1,000,486	-	-
	MFA59	CDN	945	Nov 10,2009	5.000	1,150,320	-	105,547
	MFA61	CDN	980	Dec 01,2010	4.000	354,209	32,500	63,453
	MFA61	CDN	980	Dec 01,2010	4.000	60,265	5,530	10,796
	MFA61	CDN	GNWD 50	Dec 01,2015	4.000	1,166,086	667,779	761,279
	MFA64	CDN	1044	Sep 25,2011	4.240	304,105	54,477	79,786
	MFA72	CDN	1197	Jun 01, 2020	6.450	4,500,000	2,999,377	3,200,446
	MFA73	CDN	1219	Dec 01, 2020	6.360	4,100,000	2,732,765	2,915,962
	MFA73	CDN	1220	Dec 01, 2015	6.360	247,947	121,248	138,225
	MFA99	CDN	1489	Oct 19, 2026	4.430	15,000,000	13,427,568	13,972,398
	MFA101	CDN	1489	Apr 11, 2027	4.520	15,000,000	13,972,398	14,496,274
	MFA 102	CDN	1530	Dec 01, 2027	4.820	3,750,000	3,493,100	3,624,068
TOTAL CITY OF NANAIMO						50,665,018	38,913,680	41,200,213
TOTAL LONG TERM DEBT - MEMBER MUNICIPALITIES						\$ 56,740,018	\$ 42,921,851	\$ 45,486,177
TOTAL LONG TERM DEBT						\$ 91,219,071	\$ 57,557,751	\$ 61,305,162

- Note:
1. The City of Nanaimo assumed the outstanding debt of the Greater Nanaimo Water District in 2004
 2. The Municipal Finance Authority has issued a 'Stop Payment' notice for issue # 49 effective April 25, 2009 as there are sufficient surplus funds on hand to meet the future payment requirements for these issues. Municipalities and regional districts are required to continue to recognize this debt until the issues have been cancelled.

See notes to consolidated financial statements

**Regional District of Nanaimo
Schedule of Sinking Fund Balances
As At December 31, 2009**

Issue Number	RD S/ Bylaw	Maturity	Principal Requested	Sinking Fund Balance
<u>REGIONAL DISTRICT DIRECT DEBT</u>				
48	811	Complete	1,282,000	1,282,000
48	812	May 15, 2010	325,000	325,000
49	819	Oct 24, 2010	3,000,000	-
49	824	Oct 24, 2010	140,000	-
61	981	Dec 01, 2015	4,098,635	2,445,734
61	982	Dec 01, 2010	10,615,000	9,687,354
69	1101	Sep 24, 2013	2,785,000	1,868,317
69	1127	Sep 24, 2018	503,655	219,300
69	1128	Sep 24, 2018	864,095	376,242
74	1221	Jun 01, 2016	193,979	88,582
74	1226	Jun 01, 2021	2,195,223	654,204
78	1299	Dec 03, 2022	100,000	24,718
79	1303	Jun 03, 2023	80,000	16,932
80	1239	Oct 03, 2023	176,295	36,707
80	1301	Oct 03, 2023	100,614	20,949
81	1367	Apr 22, 2019	89,476	23,706
81	1304	Apr 22, 2024	80,000	13,832
92	1396	Apr 06, 2015	232,725	84,740
93	1305	Apr 06, 2025	80,000	-
97	1306	Apr 19, 2026	80,000	8,622
97	1365	Apr 19, 2023	6,470,646	876,271
97	1395	Apr 19, 2021	40,000	6,411
99	1488	Apr 19, 2027	20,761	2,194
101	1307	Apr 11, 2027	80,000	5,639
102	1486	Dec 01, 2027	895,781	61,569
103	1539	Apr 23, 2018	14,349	1,228
106	1395	Oct 13, 2024	94,439	-
106	1571	Oct 13, 2029	926,180	-
106	1572	Oct 13, 2029	27,200	-
106	1573	Oct 13, 2029	108,800	-
106	1574	Oct 13, 2029	61,200	-
			\$ 35,761,053	\$ 18,130,253

Regional District of Nanaimo
Schedule of Sinking Fund Balances
As At December 31, 2009

Issue Number	RD S/ Bylaw	Maturity	Principal Requested	Sinking Fund Balance
<u>MUNICIPAL DEBT</u>				
CITY OF NANAIMO				
53	848	May 13, 2012	1,438,475	1,186,389
54	871	Jan 12, 2008	1,000,486	1,000,486
56	907	Complete	1,292,747	1,292,747
59	945	Nov 10, 2009	1,150,320	1,238,799
61	980	Dec 01, 2010	414,473	378,252
64	1044	Sep 25, 2011	304,105	253,140
72	1197	Jun 01, 2020	4,500,000	1,540,030
73	1219	Dec 01, 2020	4,100,000	1,372,291
73	1220	Dec 01, 2015	247,948	127,169
99	1489	Oct 19, 2026	15,000,000	1,585,011
101	1489	Apr 11, 2027	15,000,000	1,057,332
102	1530	Dec 01, 2027	3,750,000	257,745
53	GNWD46	May 13, 2012	5,000,000	4,123,773
61	GNWD50	Dec 01, 2015	1,639,580	978,369
			<u>\$ 54,838,134</u>	<u>\$ 16,391,533</u>
CITY OF PARKSVILLE				
68	1109	Mar 24, 2018	1,200,000	541,114
69	1129	Sep 24, 2018	1,970,000	857,773
74	1227	Jun 01, 2021	290,000	86,424
75	1238	Dec 01, 2021	1,050,000	304,475
78	1283	Dec 03, 2022	765,000	189,093
93	1420	Apr 06, 2025	800,000	-
			<u>\$ 6,075,000</u>	<u>\$ 1,978,879</u>

FIR Schedule 1, Section 5 (1)

REGIONAL DISTRICT OF NANAIMO
GUARANTEE AND INDEMNITY AGREEMENTS

This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation

REGIONAL DISTRICT OF NANAIMO
REPORT OF DIRECTORS AND COMMITTEE MEMBERS REMUNERATION & EXPENSES FOR 2009

Area 2009 Board	Name	Remuneration			Out of Pocket Expenses Reimbursed		Total 2009	Total 2008
		Taxable Payroll	Exempt Allowance	Total 2009	Total 2008	2009		
G (Chairperson)	Stanhope, J.	\$ 20,096.44	\$ 9,946.69	\$ 30,043.13	\$ 10,799.73	\$ 13,779.96	\$ 40,842.86	\$ 38,835.10
A	Burnett, J.	\$ 15,190.27	\$ 7,586.63	\$ 22,776.90	\$ 8,258.36	\$ 7,918.26	\$ 31,035.26	\$ 25,796.40
B	Rudischer, G.	\$ 11,666.60	\$ 5,833.30	\$ 17,499.90	\$ 1,436.53	-	\$ 18,936.43	\$ 560.65
B	Sperling, B.	-	-	-	-	326.53	-	\$ 14,968.43
C	Young, M.	\$ 14,609.93	\$ 7,304.97	\$ 21,914.90	\$ 7,847.25	\$ 8,934.33	\$ 29,762.15	\$ 25,306.23
E	Holme, G.	\$ 14,173.27	\$ 7,086.63	\$ 21,259.90	\$ 1,235.22	\$ 5,424.81	\$ 22,495.12	\$ 23,796.71
F	Higgemann, L.	\$ 12,799.93	\$ 6,399.97	\$ 19,199.90	\$ 6,359.96	\$ 6,677.69	\$ 25,559.86	\$ 22,499.59
H	Bartram, D.	\$ 15,628.58	\$ 7,739.97	\$ 23,368.55	\$ 9,645.31	\$ 6,687.26	\$ 33,013.86	\$ 25,511.88
Lantzville	Haime, C.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	-	25.00	\$ 10,000.12	\$ 9,395.92
Nanaimo	McNabb, L.	\$ 8,403.41	\$ 4,201.71	\$ 12,605.12	\$ 790.00	\$ 716.33	\$ 13,395.12	\$ 11,732.25
Nanaimo	Holdom, W.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 212.95	\$ 202.20	\$ 10,000.12	\$ 9,963.12
Nanaimo	Bestwick, B.	\$ 7,040.08	\$ 3,520.04	\$ 10,560.12	\$ 390.34	85.71	\$ 10,353.07	\$ 9,456.63
Nanaimo	Johnstone, D.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	-	-	\$ 10,000.12	\$ 360.42
Nanaimo	Kipp, J.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 360.42	-	\$ 10,000.12	\$ 360.42
Nanaimo	Ruttan, J.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 304.57	-	\$ 11,284.69	\$ 885.42
Nanaimo	Sherry, L.	\$ 7,320.08	\$ 3,660.04	\$ 10,980.12	\$ 304.57	120.01	\$ 11,284.69	\$ 885.42
Nanaimo	Brennan, D.	-	-	-	-	-	-	\$ 9,945.93
Nanaimo	Korpan, G.	-	-	-	-	-	-	\$ 9,370.92
Nanaimo	Manhas, C.	\$ 260.00	\$ 130.00	\$ 390.00	\$ 34.29	-	\$ 424.29	\$ 9,370.92
Nanaimo	Unger, M.	\$ 473.33	\$ 236.67	\$ 710.00	\$ 601.16	\$ 59.52	\$ 710.00	\$ 10,320.86
Parksville	Mayne, E.	\$ 6,993.41	\$ 3,496.71	\$ 10,490.12	\$ 601.16	-	\$ 11,091.28	\$ 360.42
Parksville	Herle, S.	-	-	-	-	932.39	-	\$ 11,668.31
Qualicum Beach	Westbroek, T.	\$ 8,240.08	\$ 4,120.04	\$ 12,360.12	\$ 2,025.38	\$ 901.19	\$ 14,385.50	\$ 10,632.11
Board Alternates		\$ 176,322.49	\$ 87,976.89	\$ 264,299.38	\$ 49,941.05	\$ 52,791.19	\$ 314,240.43	\$ 281,459.06
B	Hartman, V.	\$ 53.33	\$ 26.67	\$ 80.00	\$ 32.54	-	\$ 112.54	\$ -
C	Pinker, C.	\$ 160.00	\$ 80.00	\$ 240.00	-	-	\$ 240.00	\$ -
E	Van Eynde, F.	\$ 153.33	\$ 76.67	\$ 230.00	\$ 528.69	\$ 1,385.73	\$ 758.69	\$ 1,760.73
F	Niwa, D.	\$ 53.33	\$ 26.67	\$ 80.00	\$ 34.00	\$ 33.33	\$ 114.00	\$ 108.33
G	Derkach, L.	\$ 53.33	\$ 26.67	\$ 80.00	-	\$ 80.95	\$ 80.00	\$ 305.95
H	Heenan, D.	\$ 106.67	\$ 53.33	\$ 160.00	\$ 114.63	\$ 168.57	\$ 274.63	\$ 393.57
Lantzville	Dempsey, B.	\$ 160.00	\$ 80.00	\$ 240.00	-	-	\$ 240.00	\$ 300.00
Nanaimo	Cameron, J.	-	-	-	-	-	-	\$ 900.00
Nanaimo	Pattie, J. F.	\$ 426.67	\$ 213.33	\$ 640.00	-	-	\$ 640.00	\$ -
Nanaimo	Burger, C.	\$ 213.33	\$ 106.67	\$ 320.00	-	-	\$ 320.00	\$ 150.00
Parksville	Maurer, W.	-	-	-	-	-	-	\$ 150.00
Qualicum Beach	Wansink, M.	-	-	-	-	-	-	\$ 300.00
Qualicum Beach	Wilson, J.	\$ 106.67	\$ 53.33	\$ 160.00	\$ 73.82	\$ 43.81	\$ 233.82	\$ 43.81
Other Committees		\$ 1,486.66	\$ 743.34	\$ 2,230.00	\$ 783.68	\$ 1,712.39	\$ 3,013.68	\$ 4,412.39
BOV/EA G Parks	Coath, B.	-	-	-	\$ 116.28	-	\$ 116.28	\$ -
D69 Recreation	Little, J.	-	-	-	-	46.00	-	\$ 46.00
D69 Recreation	Flynn, E.	-	-	-	\$ 983.36	-	\$ 983.36	\$ -
BOV/EA A Parks Rec Culture	Flynn, J.	-	-	-	\$ 190.23	\$ 502.50	\$ 190.23	\$ 502.50
D69 Rec/EA F Parks	Nosworthy, R.	-	-	-	\$ 589.08	\$ 63.00	\$ 589.08	\$ 63.00
BOV/D69 Rec/EA H Parks	Procter, M.	-	-	-	\$ 231.70	\$ 253.00	\$ 231.70	\$ 253.00
EA A Parks Rec Culture	Seggie, K.	-	-	-	\$ 33.59	-	\$ 33.59	\$ -
		\$ -	\$ -	\$ -	\$ 2,144.24	\$ 864.50	\$ 2,144.24	\$ 864.50
TOTAL		\$ 177,809.15	\$ 88,720.23	\$ 266,529.38	\$ 52,868.97	\$ 55,368.08	\$ 319,398.35	\$ 286,735.95

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF EARNINGS, TRAVEL AND OTHER EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2009**

Employee Name		Position	Earnings	Expenses
Exempt staff				
MASON	CAROL L	Chief Administrative Officer	\$178,528.56	\$6,986.85
AVERY	NANCY J	General Manager, Finance/Information Services	\$122,591.00	\$2,480.10
FINNIE	JOHN O	General Manager, Regional/Community Utilities	\$122,591.00	\$5,223.13
THORKELSSON	PAUL H	General Manager, Development Services	\$122,591.00	\$6,521.63
TRUDEAU	DENNIS M	General Manager, Transit/Solid Waste Services	\$122,591.00	\$4,054.74
OSBORNE	THOMAS W	General Manager, Recreation/Parks Services	\$122,591.00	\$3,970.63
PEARSE	MAUREEN M.	Senior Manager, Corporate Administration	\$99,760.64	\$1,178.85
MCIVER	CAREY L	Manager, Solid Waste Services	\$95,939.99	\$1,532.18
IDEMA	WENDY J	Manager, Financial Reporting	\$95,812.43	\$3,146.24
DEPOL	SEAN R	Manager, Liquid Waste Services	\$95,142.88	\$2,879.44
MOORMAN	WAYNE F	Manager, Engineering Services	\$94,838.52	\$3,040.91
POPE	JAMES H	Manager, Fleet/Transit Operations	\$94,391.08	\$57.14
THOMPSON	PAUL D.	Manager, Long Range Planning	\$94,224.76	\$4,810.96
DONNELLY	MICHAEL G	Manager, Water Services	\$93,611.00	\$2,982.36
MOODY	MICHAEL R	Manager, Information Services	\$93,611.00	\$1,780.55
ARMET	THOMAS W	Manager, Bldg/Bylaw/Emergency Services	\$93,240.07	\$819.90
MARSHALL	WENDY S	Manager, Parks Services	\$91,460.82	\$2,812.65
KITELEY	LAURA J.	Manager, Transit Projects/Planning	\$90,541.08	\$4,547.56
PORTEOUS	DANIEL E	Superintendent, Arenas/Southern Recreation	\$85,538.26	\$1,805.22
BLANKEN	HELMUT N.	Superintendent, Engineering/Disposal	\$80,228.19	\$3,502.93
WARREN	MARGARET A	Superintendent, Scale/Transfer Services	\$79,100.00	\$3,170.72
PEARSON	SANDRA	Superintendent, Aquatics/Northern Recreation	\$78,498.00	\$2,189.04
CHESTNUT	MIKE J	Superintendent, Recreation Facilities	\$78,311.52	\$158.00
THEXTON	B WAYNE	Manager, Budgets/Capital Planning	\$77,041.36	
ARMSTRONG	JANE B	Legislative Coordinator	\$75,552.12	\$250.00
CUPE staff				
KUZIEK	PETER A.	Supervisor, Transit	\$85,686.96	\$376.06
BUROW	NORMAN L	Chief Operator, Utilities	\$79,108.97	
WARNER	BRIAN R.	Custom Transit Coordinator	\$78,912.54	\$553.94
SWANSON	ROBERT M.	Supervisor, Liquid Waste Services	\$77,738.60	\$1,398.10
KELLER	GREG B.	Senior Planner	\$77,597.10	\$645.35
CAMP	BLAKE R	Building Inspector	\$76,485.06	\$506.19
Total Earnings Paid over \$75,000			\$2,953,856.51	\$73,381.37
Total Earnings Paid under \$75,000			\$14,614,835.77	\$225,746.48
Total All Earnings Paid			\$17,568,692.28	\$299,127.85

The amount paid as remuneration reported in this schedule differs from the amount reported in the Schedule of Revenues and Expenses and Note 23 to the Financial Statements. The amount reported in Note 23 and the Schedule of Revenues and Expenses includes amounts paid for employee benefits including Municipal Pension Plan premiums, Employment Insurance and Canada Pension Plan contributions, Long Term Disability, Medical, Dental and Workers' Compensation Board premiums.

FIR, Section 1, Subsection 6 (7) (a), (b)

REGIONAL DISTRICT OF NANAIMO
STATEMENT OF SEVERANCE AGREEMENTS

There were **no** severance agreements made between the Regional District of Nanaimo and its non-unionized employees during fiscal 2009.

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF PAYMENTS FOR SUPPLIES AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2009**

Supplier	Amount
0699399 BC LTD	\$69,135.04
0700805 BC LTD	\$574,710.65
700805 BC LTD & ELDEN BENTLEY PETROLEUM LTD	\$45,241.90
A C TAXI LTD	\$46,229.00
ACKLANDS-GRAINGER INC	\$30,697.50
ACME SUPPLIES LTD	\$30,585.98
ACTION TANK & PUMP SERVICE	\$108,315.20
AECOM CANADA LTD	\$750,682.60
AFC CONSTRUCTION	\$544,822.80
ALBERNI CHRYSLER LTD	\$54,246.85
ALLSTREAM	\$75,321.23
ALPINE	\$145,712.10
ANDREW SHERET LTD	\$49,092.33
AON REED STENHOUSE INC	\$175,471.00
ASSOCIATED ENGINEERING (BC)LTD	\$504,045.66
BAKER SUPPLY LTD	\$50,818.73
BC BEARING ENGINEERS LIMITED	\$104,375.15
BC HYDRO	\$867,307.24
BCSPCA	\$59,634.83
BD WATERTECH	\$194,954.95
BEAVER ELECTRICAL MACHINERY LTD	\$146,331.78
BLACK PRESS	\$68,952.35
BOBELL EXPRESS LTD	\$308,680.85
BRENTAG CANADA INC	\$135,065.71
BRITCO LEASING LTD	\$79,032.50
CANADA POST CORPORATION	\$44,921.94
CAPEWELL DESIGN	\$29,272.53
CAPITAL WELDING & MARINE	\$33,220.81
CATERPILLAR FINANCIAL SERVICES LTD	\$70,037.64
CBS PARTS LTD	\$63,529.99
CIBA CANADA LTD	\$107,525.68
CMF CONSTRUCTION LTD	\$310,358.96
COAST VI ENVIRONMENTAL LTD	\$58,810.40
COASTAL MOUNTAIN FUELS - SOUTH	\$46,938.16
COLUMBIA FUELS	\$112,189.03
CONESTOGA-ROVERS & ASSOCIATES	\$188,136.63
CRANBERRY FIRE PROTECTION DISTRICT	\$46,514.17
D G REGAN AND ASSOCIATES LTD	\$79,920.60
D ROBINSON CONTRACTING LTD	\$330,985.09
DELL CANADA INC	\$233,795.76
DTZ BARNICKE NANAIMO LTD	\$236,152.65
DUNCAN ELECTRIC MOTOR LTD	\$44,029.55
E S R I CANADA LIMITED	\$43,426.25
EAST ISLE POWER LTD	\$66,296.95
EAVES MOTOR SALES LTD	\$56,828.10
ELDEN BENTLEY PETROLEUM LTD	\$246,497.75
EPCOR	\$33,117.84

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF PAYMENTS FOR SUPPLIES AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2009**

Supplier	Amount
FINNING (CANADA)	\$43,595.78
FOOTPRINTS SECURITY PATROL LTD	\$113,487.00
FOUR STAR WATERWORKS LTD	\$66,706.73
FOURNIER EXCAVATING LTD	\$138,707.34
FYFE HOLDINGS LTD	\$127,439.66
G4S CASH SOLUTIONS (CANADA) LTD	\$31,068.31
GARDNER DENVER INC	\$35,227.50
GENERAL CHEMICAL PERFORMANCE PRODUCTS	\$149,282.08
GEOWARE INC	\$98,725.22
GLOBAL CONSULTING	\$30,502.50
GRAEMOND HOLDINGS LTD	\$48,342.00
GRAND & TOY	\$119,039.50
GROVER COMMUNICATIONS INC	\$59,272.10
GUILLEVIN INTERNATIONAL CO	\$42,656.25
HAYLOCK BROS PAVING LTD	\$41,388.91
HB LANARC	\$110,860.64
HOULE ELECTRIC LTD	\$32,327.40
HUGHES CONDON MARLER ARCHITECTS	\$32,760.00
HUMPHREY BUILDINGS INC	\$231,057.29
HYLA ENVIRONMENTAL SERVICES LTD	\$32,855.24
ICC GROUP	\$28,727.22
INSURANCE CORPORATION OF BC	\$206,247.54
INTEGRATED MAPPING TECHNOLOGIES INC	\$33,663.00
INTERNATIONAL COMPOSTING CORP	\$341,886.33
ISLAND AGGREGATES LTD	\$30,475.83
ITT W & WW	\$60,540.81
JOHNSTON DAVIDSON ARCHITECTURE & PLANNING INC	\$73,654.04
KAL TIRE	\$101,156.36
KNAPPELT INDUSTRIES LTD	\$2,511,792.07
KOERS & ASSOCIATES ENGINEERING LTD	\$89,529.33
KONICA MINOLTA BUSINESS SOLUTIONS	\$25,374.69
LOCAR INDUSTRIES LTD	\$43,615.95
LORING SUPPLY INC	\$54,574.24
MANULIFE FINANCIAL	\$374,498.18
MANULIFE SECURITIES INVESTMENT SERVICES INC	\$29,644.80
MEYERS NORRIS PENNY	\$36,225.00
MICROSOFT LICENSING GP	\$85,447.64
MIDAN INDUSTRIES LTD	\$44,968.00
MINISTER OF FINANCE	\$389,899.80
MPC CONSULTING LTD	\$125,376.27
MUELLER FLOW CONTROL	\$31,433.97
MUNICIPAL INSURANCE ASSOCIATION OF BC	\$215,083.86
MUNICIPAL PENSION PLAN	\$1,169,545.99
MUNICIPAL SOFTWARE CORPORATION	\$185,533.66
NANAIMO ANIMAL SHELTER LIMITED	\$54,627.46
NANAIMO CITY OF	\$278,859.23
NANAIMO DAILY NEWS/HARBOUR CITY STAR	\$33,990.10

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF PAYMENTS FOR SUPPLIES AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2009**

Supplier	Amount
NANAIMO FOUNDRY & ENGINEERING WORKS LTD	\$56,684.04
NANAIMO RECYCLING EXCHANGE	\$33,000.00
NEALE STANISZKIS DOLL ADAMS ARCHITECTS	\$173,313.84
NEW FLYER PARTS	\$207,252.13
NOORT INVESTMENTS	\$30,448.38
NORTH CEDAR IMPROVEMENT DISTRICT	\$90,158.87
NORTH ISLAND TRACTOR LTD	\$32,480.00
PACIFIC BLUE CROSS	\$704,983.51
PACIFIC NORTHWEST RAPTORS	\$212,566.84
PARKSVILLE CITY OF	\$113,308.45
PARKSVILLE HEAVY EQUIPMENT	\$39,877.55
PENNY DOUG	\$31,982.43
PETRO CANADA	\$827,445.87
PIPE-EYE VIDEO INSPECTIONS & SERVICES	\$32,691.58
PORTER WOOD RECYCLING LTD	\$195,414.97
PREVOST	\$91,820.72
QCA SYSTEMS LTD	\$29,287.83
QUALICUM BEACH TOWN OF	\$30,300.26
REC GENERAL FOR CANADA	\$785,749.57
SAYWELL CONTRACTING LTD	\$1,114,409.52
SECURCO SERVICES INC	\$62,920.65
SFE LTD SOUTHWESTERN FLOWTECH & ENVIRONMENTAL	\$30,985.55
SHAW ELECTRICAL SERVICES LTD	\$55,262.80
SHELL CANADA PRODUCTS	\$365,435.29
SHI CANADA ULC	\$26,443.44
SIMSON-MAXWELL	\$136,436.37
SLP CONSULTING	\$30,426.72
STAPLES MCDANNOLD STEWART	\$247,568.41
STEVE MARSHALL FORD LINCOLN LTD	\$91,419.84
STRATAGEN	\$142,101.80
SYLVIS	\$168,168.00
TASCHUK EXCAVATING	\$33,570.00
TELUS COMMUNICATIONS	\$169,131.16
TELUS MOBILITY	\$46,333.03
TELUS SERVICES INC	\$90,286.74
TERASEN GAS	\$240,787.85
TREE ISLAND INDUSTRIES LTD	\$91,712.85
TRINEX INTERNET SOLUTIONS	\$50,780.70
UNITED PETROLEUM PRODUCTS INC	\$39,254.62
UNIVAR CANADA LTD	\$55,818.59
VANCOUVER ISLAND UNIVERSITY	\$193,122.13
VENTURE PACIFIC CONSTRUCTION MGMT	\$29,792.96
VIKING CHAINS INC	\$25,426.28
WASTE SERVICES (CA) INC	\$1,614,149.89
WESTBURNE ELECTRICAL INC	\$81,665.33
WESTECH	\$38,616.69
WINDLEY CONTRACTING LTD	\$4,130,166.68

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF PAYMENTS FOR SUPPLIES AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2009**

Supplier	Amount
WOOD HAWK INC	\$41,226.74
WORKSAFEBC	\$262,057.69
WORLEYPARSONS CANADA LTD	\$58,947.14
XCG CONSULTANTS LTD	\$424,370.93
Total Suppliers Paid over \$25,000	\$29,851,206.46
Total Suppliers Paid under \$25,000	\$3,799,053.64
Total All Suppliers Paid	\$33,650,260.10

The Regional District prepares its records using generally accepted accounting principles. This will result in differences between amounts recorded as an expense in the financial statements and the amount paid to a vendor in the year. The amounts reported here represent actual cash outlays in 2009 - some of which relate to goods or services received and recorded in 2008.

**REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF COMMUNITY GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2009**

(these amounts are included in Totals Paid to Suppliers aggregating less than \$25,000)

School District 68 Grants in Aid

GABRIOLA RADIO SOCIETY	\$	450
JONANCO HOBBY WORKSHOP	\$	1,405
NANAIMO PARRENT PARTICIPATION PRESCHOOL	\$	1,000
SILVA BAY SHIPYARD SCHOOL	\$	540
THE GATHERING PLACE YOUTH CENTRE	\$	1,000
VANCOUVER ISLAND DYSLEXIA ASSOCIATION	\$	480
	<u>\$</u>	<u>4,875</u>

School District 69 Grants in Aid

ACES	\$	965
ARROWSMITH COMMUNITY ENHANCEMENT	\$	1,803
ARROWSMITH SEARCH & RESCUE SOCIETY	\$	2,000
BCSPCA	\$	1,505
BUILDING LEARNING TOGETHER	\$	2,557
CITIZEN'S ON PATROL SOCIETY DISTRICT 69	\$	5,455
ERRINGTON WAR MEMORIAL HALL ASSOCIATION	\$	3,000
NANOOSE BAY CATSPAN	\$	2,929
OCEANSIDE COMMUNITY ARTS COUNCIL	\$	1,801
OCEANSIDE COMMUNITY NETWORK	\$	600
PARKSVILLE & DISTRICT ASSOCIATION FOR COMMUNITY LIVING	\$	1,000
SPIDER LAKE COMMUNITY ASSOCIATION	\$	1,195
VANCOUVER ISLAND OPERA	\$	1,000
	<u>\$</u>	<u>25,810</u>

Recreation Program Grants

1ST CEDAR SCOUTS	\$	1,500
ARROWSMITH COMMUNITY ENHANCEMENT	\$	5,750
ASSOCIATED FAMILY AND COMMUNITY SUPPORT SERVICES	\$	3,100
BALLENAS SECONDARY SCHOOL	\$	1,250
BARD TO BROADWAY THEATRE SOCIETY	\$	3,500
BOWSER CHESS CLUB	\$	2,100
CEDAR FAMILY OF COMMUNITY SCHOOLS	\$	1,500
CEDAR SCHOOL & COMMUNITY ENHANCEMENT SOCIETY	\$	1,500
ERRINGTON FARMERS	\$	1,500
ERRINGTON THERAPEUTIC RIDING ASSOC	\$	1,500
FAMILY RESOURCE ASSOCIATION	\$	750
GERMAN JU JUTSU ASSOCIATION	\$	1,500
KWALIKUM SECONDARY SCHOOL	\$	1,250
LIGHTHOUSE FLOOR CURLER	\$	1,800
LIGHTHOUSE RECREATION COMMISSION	\$	2,500
NANOOSE PLACE LANDSCAPE PROJECT	\$	2,500

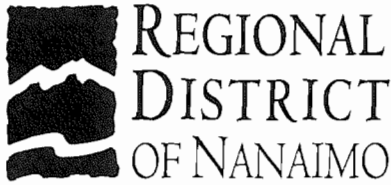
FIR , Schedule 1, Subsection 7(2)(b)

REGIONAL DISTRICT OF NANAIMO
SCHEDULE OF COMMUNITY GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2009

(these amounts are included in Totals Paid to Suppliers aggregating less than \$25,000)

Recreation Program Grants (cont'd)

OCEANSIDE COMMUNITY ARTS COUNCIL	\$	2,050
OCEANSIDE KIDFEST SOCIETY	\$	1,293
OCEANSIDE MINOR HOCKEY ASSOCIATION	\$	2,950
OCEANSIDE TRACK & FIELD CLUB	\$	1,000
ONE FIVE ONE	\$	2,500
PARENT ADVISORY COMMITTEE	\$	620
PARKSVILLE LAWN BOWLING CLUB	\$	1,860
PARKSVILLE PIRATES SLO-PITCH	\$	600
PARKSVILLE SENIORS ATHLETIC GROUP	\$	2,500
PARKSVILLE SENIORS' ACTIVITY & DROP-IN CENTRE	\$	519
PARKSVILLE & DISTRICT 69 TEAM	\$	1,500
PARKSVILLE & DISTRICT ASSOCIATION FOR COMMUNITY LIVING	\$	2,000
PARKSVILLE/QUALICUM COMMUNITY FOUNDATION	\$	1,850
QUALICUM BEACH COMMUNITY GARDEN SOCIETY	\$	2,500
QUALICUM BEACH FIRE DEPARTMENT	\$	1,500
RAVENSONG AQUATIC CLUB	\$	2,500
ROUGH DIAMONDS CREATIVE ARTS SOCIETY	\$	3,060
SOUTH WELLINGTON & AREA COMMUNITY ASSOCIATION	\$	998
ST. PHILIPS ANGLICAN CHURCH	\$	807
THE OLD SCHOOL HOUSE ARTS CENTRE	\$	1,900
	\$	<u>68,007</u>
Total Grants in Aid	\$	<u><u>98,692</u></u>



RUBEN F. SPINA	
CAGAS REPORT	
EAP	
COW	✓ May 11 '10
RHD	
BOARD	

MEMORANDUM

TO: N. Avery
General Manager, Finance and Information Services

DATE: April 27, 2010

FROM: W. Idema
Manager, Financial Reporting

FILE:

SUBJECT: 2009 Report on Directors' and Committee Members' Remuneration and Expenses

PURPOSE

To report on the remuneration and expenses paid on behalf of Board Directors, alternate Directors and Committee members in 2009.

BACKGROUND

Section 814.1 of the *Local Government Act* requires that annually, a report listing the amount of remuneration and expenses paid to a Board or Committee member be prepared and considered by the Board. Copies of the listing must be available to the public from the date of consideration for a period of one year. The attached report has been prepared from the 2009 audited records of the Regional District.

Following Board practice, remuneration rates are reviewed and established by an independent committee, for the three year period between elections. Remuneration rates for other comparable jurisdictions are surveyed as part of the review process. The 2009 remuneration rates were established as recommended by the Board Remuneration Committee (2008) and are reflected in Bylaws 1078.06 and 1317.02.

An elected Director's remuneration includes a base amount for attendance at regular Board and Standing Committee meetings, plus per meeting stipends for attending additional select committee, advisory committee, public hearing or information meetings. The Regional District also reimburses members for mileage, ferry fares, business meals, communication costs and attendance at the annual UBCM, AVICC and FCM conventions.

The Regional District's remuneration bylaw provides that one third of all remuneration amounts paid to Board members or their alternates are a tax-exempt allowance for the purpose of carrying out their duties as an elected member.

The basic remuneration rates for 2009 were as follows:

Member	Base Remuneration (2008)	EA Director Allowance (2008)	Total (2008)	Base Remuneration (2009)	EA Director Allowance (2009)	Total (2009)
Municipal Director	\$9,370	N/A	\$9,370	\$10,000	N/A	\$10,000
Electoral Area Director	\$9,370	\$5,205	\$14,575	\$10,000	\$5,500	\$15,500

Member	Base Remuneration (2008)	Chairperson Allowance (2008)	Total (2008)	Base Remuneration (2009)	Chairperson Allowance (2009)	Total (2009)
Chairperson	\$9,370	\$12,175	\$21,545	\$10,000	\$14,000	\$24,000
Other Public/Advisory Committee Meetings	\$65 per meeting attended			\$70 per meeting attended		

In 2008 the recommended remuneration rates were projected to result in a basic increase in remuneration of about 7%. On average, between 30% to 40% of the total remuneration received by a Director over the course of a year, is a result of their attendance at committee meetings, public hearings and public information meetings held outside of the regular meeting schedule. In 2009, Directors were involved in the update of the Regional Growth Strategy, the Bowser Village Plan and an update of the Electoral Area 'A' Official Community Plan as examples. The amount expended for Board meeting attendances and expenses in 2009 was \$314,240 (2008 - \$281,459) – a variance of 15.5%.

The total for both remuneration and expenses paid for all Directors and/or Committee members was 11% higher in 2009 (\$319,398) than in 2008 (\$286,736) for the reasons noted above.

ALTERNATIVES

There are no alternatives to this provision of the Act.

FINANCIAL IMPLICATIONS


The amounts above have been audited and are included in the Regional District's 2009 annual financial report.

SUMMARY


The attached remuneration and expense report is submitted in compliance with Section 814.1 of the *Local Government Act*.

RECOMMENDATION


That the 2009 report on remuneration and expenses for Board and Committee members be received.



 Report Writer



 General Manager Concurrence



 C.A.O. Concurrence

**REGIONAL DISTRICT OF NANAIMO
REPORT OF DIRECTORS AND COMMITTEE MEMBERS REMUNERATION & EXPENSES FOR 2009**

Area	2009 Board	Name	Remuneration			Out of Pocket		Total 2009	Total 2008		
			Taxable Payroll	Exempt Allowance	Total 2009	Total 2008	Expenses Reimbursed 2009			Expenses Reimbursed 2008	
G (Chairperson)		Stanhope, J.	\$ 20,096.44	\$ 9,946.69	\$ 30,043.13	\$ 25,055.14	\$ 10,799.73	\$ 13,779.96	\$ 40,842.86	\$ 38,835.10	
		Burnett, J.	\$ 15,190.27	\$ 7,586.63	\$ 22,776.90	\$ 17,878.14	\$ 8,258.36	\$ 7,918.26	\$ 31,035.26	\$ 25,796.40	
		Rudischer, G.	\$ 11,666.60	\$ 5,833.30	\$ 17,499.90	\$ 560.65	\$ 1,436.53	\$ -	\$ -	\$ 18,936.43	\$ 560.65
		Sperling, B.	\$ -	\$ -	\$ -	\$ 14,641.90	\$ -	\$ 326.53	\$ -	\$ -	\$ 14,968.43
		Young, M.	\$ 14,609.93	\$ 7,304.97	\$ 21,914.90	\$ 16,371.90	\$ 7,847.25	\$ 8,934.33	\$ 29,762.15	\$ 25,306.23	
		Holme, G.	\$ 14,173.27	\$ 7,086.63	\$ 21,259.90	\$ 18,371.90	\$ 1,235.22	\$ 5,424.81	\$ 22,495.12	\$ 23,796.71	
		Biggemann, L.	\$ 12,799.93	\$ 6,399.97	\$ 19,199.90	\$ 15,821.90	\$ 6,359.96	\$ 6,677.69	\$ 25,559.86	\$ 22,499.59	
		Bartram, D.	\$ 15,628.58	\$ 7,739.97	\$ 23,368.55	\$ 18,824.62	\$ 9,645.31	\$ 6,687.26	\$ 33,013.86	\$ 25,511.88	
		Haime, C.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 9,370.92	\$ -	\$ 25.00	\$ 10,000.12	\$ 9,395.92	
		McNabb, L.	\$ 8,403.41	\$ 4,201.71	\$ 12,605.12	\$ 11,015.92	\$ 790.00	\$ 716.33	\$ 13,395.12	\$ 11,732.25	
		Holdom, W.	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 9,760.92	\$ 212.95	\$ 202.20	\$ 10,000.12	\$ 9,963.12	
		Bestwick, B.	\$ 6,760.08	\$ 3,380.04	\$ 10,140.12	\$ 9,370.92	\$ 390.34	\$ 85.71	\$ 10,353.07	\$ 9,456.63	
		Nanaimo	\$ 7,040.08	\$ 3,520.04	\$ 10,560.12	\$ 360.42	\$ -	\$ -	\$ 10,950.46	\$ 360.42	
		Nanaimo	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 360.42	\$ -	\$ -	\$ 10,000.12	\$ 360.42	
		Nanaimo	\$ 6,666.75	\$ 3,333.37	\$ 10,000.12	\$ 360.42	\$ -	\$ -	\$ 10,000.12	\$ 360.42	
		Nanaimo	\$ 7,320.08	\$ 3,660.04	\$ 10,980.12	\$ 885.42	\$ 304.57	\$ -	\$ 11,284.69	\$ 885.42	
		Nanaimo	\$ -	\$ -	\$ -	\$ 9,825.92	\$ -	\$ 120.01	\$ -	\$ 9,945.93	
		Nanaimo	\$ -	\$ -	\$ -	\$ 9,370.92	\$ -	\$ -	\$ -	\$ 9,370.92	
		Nanaimo	\$ 260.00	\$ 130.00	\$ 390.00	\$ 9,370.92	\$ 34.29	\$ -	\$ 424.29	\$ 9,370.92	
		Nanaimo	\$ 473.33	\$ 236.67	\$ 710.00	\$ 10,261.34	\$ -	\$ 59.52	\$ 710.00	\$ 10,320.86	
Parksville	\$ 6,993.41	\$ 3,496.71	\$ 10,490.12	\$ 360.42	\$ 601.16	\$ -	\$ 11,091.28	\$ 360.42			
Parksville	\$ -	\$ -	\$ -	\$ 10,735.92	\$ -	\$ 932.39	\$ -	\$ 11,668.31			
Qualicum Beach	\$ 8,240.08	\$ 4,120.04	\$ 12,360.12	\$ 9,730.92	\$ 2,025.38	\$ 901.19	\$ 14,385.50	\$ 10,632.11			
		\$ 176,322.49	\$ 87,976.89	\$ 264,299.38	\$ 228,667.87	\$ 49,941.05	\$ 52,791.19	\$ 314,240.43	\$ 281,459.06		
Board Alternates		Hartman, V.	\$ 53.33	\$ 26.67	\$ 80.00	\$ -	\$ 32.54	\$ -	\$ 112.54	\$ -	
		Pinker, C.	\$ 160.00	\$ 80.00	\$ 240.00	\$ -	\$ -	\$ -	\$ -	\$ 240.00	
		Van Eynde, F.	\$ 153.33	\$ 76.67	\$ 230.00	\$ 375.00	\$ 528.69	\$ 1,385.73	\$ 758.69	\$ 1,760.73	
		Niwa, D.	\$ 53.33	\$ 26.67	\$ 80.00	\$ 75.00	\$ 34.00	\$ 33.33	\$ 114.00	\$ 108.33	
		Derkach, L.	\$ 53.33	\$ 26.67	\$ 80.00	\$ 225.00	\$ -	\$ 80.95	\$ 80.00	\$ 305.95	
		Heenan, D.	\$ 106.67	\$ 53.33	\$ 160.00	\$ 225.00	\$ 114.63	\$ 168.57	\$ 274.63	\$ 393.57	
		Dempsey, B.	\$ 160.00	\$ 80.00	\$ 240.00	\$ 300.00	\$ -	\$ -	\$ 240.00	\$ 300.00	
		Cameron, J.	\$ -	\$ -	\$ -	\$ 900.00	\$ -	\$ -	\$ -	\$ 900.00	
		Pattie, J. F.	\$ 426.67	\$ 213.33	\$ 640.00	\$ 150.00	\$ -	\$ -	\$ 640.00	\$ 150.00	
		Burger, C.	\$ 213.33	\$ 106.67	\$ 320.00	\$ 150.00	\$ -	\$ -	\$ 320.00	\$ 150.00	
Qualicum Beach		Maurer, W.	\$ -	\$ -	\$ -	\$ 150.00	\$ -	\$ -	\$ -	\$ 150.00	
		Wansink, M.	\$ -	\$ -	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00	
		Wilson, J.	\$ 106.67	\$ 53.33	\$ 160.00	\$ -	\$ 73.82	\$ 43.81	\$ 233.82	\$ 43.81	
			\$ 1,486.66	\$ 743.34	\$ 2,230.00	\$ 2,700.00	\$ 783.68	\$ 1,712.39	\$ 3,013.68	\$ 4,412.39	
Other Committees		Coath, B.	\$ -	\$ -	\$ -	\$ -	\$ 116.28	\$ -	\$ 116.28	\$ -	
		Little, J.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46.00	\$ -	\$ 46.00	
		Flynn, E.	\$ -	\$ -	\$ -	\$ -	\$ 983.36	\$ -	\$ 983.36	\$ -	
		Flynn, J.	\$ -	\$ -	\$ -	\$ -	\$ 190.23	\$ 502.50	\$ 190.23	\$ 502.50	
		Nosworthy, R.	\$ -	\$ -	\$ -	\$ -	\$ 589.08	\$ 63.00	\$ 589.08	\$ 63.00	
		Procter, M.	\$ -	\$ -	\$ -	\$ -	\$ 231.70	\$ 253.00	\$ 231.70	\$ 253.00	
		Seggie, K.	\$ -	\$ -	\$ -	\$ -	\$ 33.59	\$ -	\$ 33.59	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ 2,144.24	\$ 864.50	\$ 2,144.24	\$ 864.50			
TOTAL		\$ 177,809.15	\$ 88,720.23	\$ 266,529.38	\$ 231,367.87	\$ 52,868.97	\$ 55,368.08	\$ 319,398.35	\$ 286,735.95		



	CAG APPROVAL	✓
EAP		
COM	✓	May 11 '10
RHD		
BOARD		

**NANAIMO REGIONAL
HOSPITAL DISTRICT
MEMORANDUM**

TO: C. Mason
Chief Administrative Officer

DATE: April 24, 2010

FROM: N. Avery
General Manager, Finance & Information Services

FILE:

SUBJECT: 2009 Audited Financial Statements

PURPOSE

To present the 2009 audited financial results for the Nanaimo Regional Hospital District.

BACKGROUND

The *Hospital District Act* requires a Regional Hospital District to prepare audited financial statements. The audited financial statements and the report of audit findings from the firm of Meyers Norris Penny LLP, which carried out the audit work are attached to this report.

Auditor Opinion Letter (Page 2)

The Regional Hospital District, in the same manner as the Regional District maintains a system of internal accounting controls designed to provide reasonable assurance of the safekeeping of assets, the propriety of expenditures and revenues, and the accuracy of the financial records. The audit firm of Meyers Norris Penny LLP is responsible for reporting to the Board the results of their audit. As in prior years, the auditor’s report is unqualified, assuring readers that based on the audit procedures conducted; the financial statements are considered to be free of material errors and are prepared in accordance with generally accepted accounting standards.

Consolidated Statement of Financial Position (Page 3)

This statement identifies the asset and liability balances as at December 31, 2009.

Short term debt arises from amounts that have been reimbursed to the Vancouver Island Health Authority for capital projects or purchases and which are financed with the Municipal Finance Authority on a short term basis before entering into long term debt. Short term debt is converted to long term debenture debt periodically as the project or equipment expenditures reach a conclusion. The current balance of short term debt is made up of \$1.75 million advanced to date for the construction of a renal care center (Regional Hospital district share is \$5.46 million dollars) at the Nanaimo Regional General Hospital, with the remainder for other capital equipment and smaller scale projects exceeding \$100,000.

The Regional Hospital District is a financing entity which results in the balance sheet showing a Net Debt and Accumulated Deficit position. The “deficit” position occurs because of the short and long term debt used to support the Hospital District’s share of major capital expenditures. Note 7 to the financial statements itemizes the Accumulated Deficit as follows:

Revenue Fund (the remainder of current tax levies not required for current year debt servicing)	\$1,446,924
Reserve fund (tax levies raised for annual capital grants which have not yet been drawn down)	\$4,034,249
Capital fund (outstanding long term debt)	<u>\$(19,331,933)</u>
Accumulated Deficit	<u>\$(13,949,494)</u>

The Revenue Fund surplus (see pg. 10) is in line with budget projections and will be carried forward to reduce the increasing debt servicing which will be required when the renal care center is completed.

Outstanding long term debt totals \$15,848,545, with retirement dates ranging from 2010 to 2027. In 2009, \$1.7 million dollars was applied to long term debt principal and \$718,797 of original long term debt was retired. Original long term debt of \$3.3 million will be retired in 2010.

Consolidated Statement of Operations (Page 4)

This statement includes all of the transactions associated with the approved annual budget (Revenue Fund), capital financing (Capital Fund) and equipment grants (Reserve Fund).

Interest revenues (interest on cash balances) were lower than budgeted and reflect the very low rates which persisted throughout the year.

Interest on long term debt was also less than budgeted because short term financing was used for a longer period than anticipated.

Schedule of Revenue Fund Activities (Page 10)

The Hospital District provides a share of the funding for capital projects and equipment to the Vancouver Island Health Authority. About 50% of the annual budget is used to provide grants for operating type capital projects and equipment purchases, and the balance covers financing costs for short term and long term debt.

An accumulated Revenue Fund surplus of \$1,446,924 (2008, \$1,603,296) is on hand at the end of 2009. As noted earlier, the financial plan includes regular increases in property taxes to develop some surplus to reduce the future impact of debt servicing for major capital projects.

Schedule of Reserve Fund Activities (Page 11)

This schedule provides a summary of the amounts raised for capital grants approved as part of the annual budget and the expenditure of those funds during the year. The approved grant allocation was \$3,060,000 in 2009. At December 31, 2009, \$4.0 million remains committed but not fully expended.

SUMMARY

The Regional Hospital District is required to prepare annual audited financial statements. This report summarizes the results of the audited statements for the year ended December 31, 2009.

RECOMMENDATION

That the report on the 2009 audited financial statements of the Nanaimo Regional Hospital District be received.



Report Writer



C.A.O. Concurrence

To the Members of the Board of the Nanaimo Regional Hospital District

We have audited the consolidated statement of financial position of Nanaimo Regional Hospital District as at December 31, 2009 and the consolidated statements of operations and cash flows for the year then ended. These consolidated financial statements are the responsibility of the Hospital District's management. Our responsibility is to express an opinion on these consolidated financial statements based on our audit.

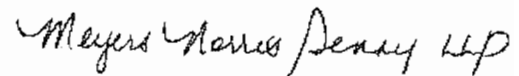
We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Hospital District as at December 31, 2009 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information, including schedules presented on pages 9 through 12, is presented for purposes of additional analysis. This supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated statements and, in our opinion, is fairly stated, in all material respects, in relation to the consolidated financial statements taken as a whole.

Nanaimo, British Columbia

March 31, 2010

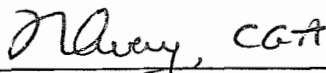


Chartered Accountants

**NANAIMO REGIONAL HOSPITAL DISTRICT
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2009**

	<u>2009</u>	<u>2008</u>
Financial Assets		
Cash	\$ 5,532,975	\$ 5,722,835
Accounts receivable	1,713	9,946
	<u>5,534,688</u>	<u>5,732,781</u>
Financial Liabilities		
Short term debt (Note 2)	3,436,845	2,820,645
Accounts payable	100,056	5,028
Accrued liabilities (Note 4)	98,736	128,529
Long term debt (Schedule D, Note 3)	15,848,545	17,539,765
	<u>19,484,182</u>	<u>20,493,967</u>
Net Debt and Accumulated Deficit (Note 7)	<u>\$ (13,949,494)</u>	<u>\$ (14,761,186)</u>

Approved:



General Manager Finance & Information Services

See notes to consolidated financial statements

**NANAIMO REGIONAL HOSPITAL DISTRICT
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>Budget</u> (unaudited)	<u>2009</u>	<u>2008</u>
Revenues			
Property tax revenues	\$ 6,023,865	\$ 6,023,865	\$ 5,848,410
Grants-in-lieu of taxes	27,000	29,989	27,958
Interest on investments	80,000	37,606	161,911
Other revenue	-	136,072	138,181
	<u>6,130,865</u>	<u>6,227,532</u>	<u>6,176,460</u>
Expenses			
Administration	14,500	14,500	14,500
Debenture issue costs	48,425	-	5,686
Grants to health care facilities	3,060,000	3,812,950	3,600,252
Short term loan interest and bank charges	-	38,564	64,440
Interest on long-term debt	2,171,820	1,549,826	1,658,977
	<u>5,294,745</u>	<u>5,415,840</u>	<u>5,343,855</u>
Surplus for the year	836,120	811,692	832,605
Opening, Net Debt and Accumulated Deficit	<u>(14,761,186)</u>	<u>(14,761,186)</u>	<u>(15,593,791)</u>
Ending, Net Debt and Accumulated Deficit	<u>(13,925,066)</u>	<u>(13,949,494)</u>	<u>(14,761,186)</u>

Approved:



 General Manager Finance & Information Services

See notes to consolidated financial statements

**NANAIMO REGIONAL HOSPITAL DISTRICT
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2009**

	<u>2009</u>	<u>2008</u>
Operating transactions		
Surplus for the year (Page 4)	\$ 811,692	\$ 832,605
Decrease in accounts receivable	8,233	9,130
Increase (decrease) in accounts payable	95,028	(129,206)
Decrease in accrued liabilities	<u>(29,793)</u>	<u>(42,597)</u>
Net increase in cash from operations	<u>885,160</u>	<u>669,932</u>
Financing transactions		
Increase in short term debt	616,200	1,278,841
Long-term debt issued	-	324,943
Repayment of long-term debt	(1,099,021)	(1,144,877)
Debt actuarial adjustments	<u>(592,199)</u>	<u>(579,876)</u>
Net decrease in cash from financing	<u>(1,075,020)</u>	<u>(120,969)</u>
Net change in cash	(189,860)	548,963
Cash , beginning	<u>5,722,835</u>	<u>5,173,872</u>
Cash , ending	<u>\$ 5,532,975</u>	<u>\$ 5,722,835</u>

Approved


 General Manager Finance & Information Services

See notes to consolidated financial statements

NANAIMO REGIONAL HOSPITAL DISTRICT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

The Nanaimo Regional Hospital District (“the Regional Hospital District”) is incorporated under the Hospital District Act. Its principal activities are to finance capital construction projects and capital equipment purchases for health care facilities within the Regional District. These activities are funded through current property taxes or property tax revenues set aside as reserves and debenture debt.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of presentation

The consolidated financial statements have been prepared in accordance with Canadian generally accepted accounting principles (GAAP) as recommended by the Public Sector Accounting Board (PSAB).

(b) Long-term debt

Long term debt is obtained through the Municipal Finance Authority of British Columbia (MFA) whose policy is to issue debt denominated in Canadian dollars.

(c) Financial instruments

Financial instruments consist of cash, accounts receivable, short term debt, accounts payable, accrued liabilities and long term debt. Unless otherwise noted, it is management’s opinion that the Nanaimo Regional Hospital District is not exposed to significant currency or credit risk arising from these financial instruments. The Hospital District is exposed to interest rate risk primarily through its variable rate short term financing with the Municipal Finance Authority. Interest rate risk is the risk that the Regional District may incur higher costs if interest rates increase more than anticipated over the course of short term financing.

(d) Revenue recognition

Property tax revenues are recorded when received and are receivable annually on or about August 1st. Grants-in-lieu of taxes are recognized when received. Interest revenue is recognized when earned.

(e) Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenditures during the reporting period. Significant areas requiring management estimates are the determination of accrued liabilities. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as they become known.

NANAIMO REGIONAL HOSPITAL DISTRICT

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

(f) Adoption of new accounting policies:

In accordance with the recommendations of the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants, commencing with the current fiscal year the Hospital District has adopted section PS1200 Financial Statement Presentation, which introduced a new financial statement reporting model based on full accrual accounting principles effective for financial statements of local governments with fiscal years beginning on or after January 1, 2009.

2. SHORT TERM DEBT

Short term debt is secured through the interim financing facility of the Municipal Finance Authority for capital initiatives approved under loan authorizations. Interest is calculated daily on a variable rate basis at prime less 1.25%. In 2009 the rate was 1.25%. Short-term borrowing is replaced by long-term debenture debt periodically when balances and interest rates are considered appropriate.

3. LONG TERM DEBT

All long term debt is issued through the Municipal Finance Authority of British Columbia. The Authority is the borrowing agent for municipalities and regional districts in the Province of British Columbia. All debenture debt issued by the Municipal Finance Authority is sinking fund debt. Long term debt may only be repaid earlier than maturity where the Municipal Finance Authority refinances an issue which includes a particular debenture debt issued by the Regional Hospital District.

Issued and outstanding debt including issue numbers, maturity dates and sinking fund balances are listed on Schedule D to these consolidated financial statements.

Payments of principal on issued debt of the Regional Hospital District for the next five years are approximately as follows:

2010	1,081,654
2011	974,617
2012	802,881
2013	756,745
2014	728,255

NANAIMO REGIONAL HOSPITAL DISTRICT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

4. ACCRUED LIABILITIES

Accrued liabilities arise from accrued interest on outstanding debenture debt. Accrued liabilities are not recorded in the accounting records, nor in the annual budget but are recorded in these consolidated financial statements and will be funded on a cash paid basis through future years' tax requisitions. This presentation meets the PSAB standard for financial statement presentation.

5. APPROPRIATED EQUITY

The Hospital District has committed all of the Reserve Fund Equity to approved capital purchases for the Vancouver Island Health Authority.

6. MUNICIPAL FINANCE AUTHORITY RESERVE DEPOSITS

The Municipal Finance Authority (MFA) requires the Regional Hospital District to establish a fund equal to one half the annual instalment of principal and interest of debentures issued. The cash portion of the fund is equal to one percent of the total principal with the remainder made up of a non-interest bearing promissory note. The MFA calculates interest and expenses on the cash requirements. Due to their contingent nature neither the asset nor liability are recorded in the consolidated financial statements. The balance of the MFA debt reserve fund is as follows:

	<u>2009</u>	<u>2008</u>
Cash	\$ 402,379	\$ 402,301
Demand note	<u>1,248,188</u>	<u>1,286,710</u>
	<u>\$ 1,650,567</u>	<u>\$ 1,689,011</u>

7. ACCUMULATED DEFICIT

The Accumulated Deficit of \$13,949,495 (2008: \$14,761,186) is made up of the following individual fund equity amounts.

	<u>2009</u>	<u>2008</u>
Revenue fund (Schedule A)	\$ 1,446,924	\$ 1,603,296
Reserve fund (Schedule B)	4,034,249	4,109,263
Capital fund (Schedule C)	<u>(19,331,933)</u>	<u>(20,345,216)</u>
	(13,850,759)	(14,632,657)
Accrued liabilities	<u>(98,736)</u>	<u>(128,529)</u>
Accumulated Deficit	<u>\$ (13,949,494)</u>	<u>\$ (14,761,186)</u>

NANAIMO REGIONAL HOSPITAL DISTRICT
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

7. ACCUMULATED DEFICIT (cont'd)

The Revenue Fund includes those transactions which are funded primarily by the annual property tax requisition including debt repayments and capital grant contributions to the Vancouver Island Health Authority.

The Capital Fund includes amounts related to debenture debt raised to finance capital expenditures approved through bylaws adopted by the Regional Hospital District for the purposes of the Vancouver Island Health Authority.

The Reserve Fund includes amounts disbursed or to be disbursed directly to the Vancouver Island Health authority in accordance with approved capital plans.

8. A consolidated statement of changes in net debt has not been prepared as the Regional Hospital District does not have any non-financial assets and a reconciliation of Net Debt to Accumulated Deficit does not provide any further meaningful information.

9. Comparative figures

Certain comparative figures have been reclassified to conform to the presentation adopted in the current year.

**NANAIMO REGIONAL HOSPITAL DISTRICT
SCHEDULE OF REVENUE FUND ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2009**

SCHEDULE A

Revenues	<u>Budget</u> (unaudited)	<u>2009</u>	<u>2008</u>
Property tax revenues	\$ 6,023,865	\$ 6,023,865	\$ 5,848,410
Grants-in-lieu of taxes	27,000	29,989	27,958
Interest on investments	80,000	37,606	161,911
Other revenue	-	136,072	138,181
	<u>6,130,865</u>	<u>6,227,532</u>	<u>6,176,460</u>
 Expenditures			
Administration	14,500	14,500	14,500
Short term loan interest and bank charges	48,425	38,564	64,440
Long term debt interest	2,171,820	2,171,818	2,281,450
	<u>2,234,745</u>	<u>2,224,882</u>	<u>2,360,390</u>
 Operating Surplus	<u>3,896,120</u>	<u>4,002,650</u>	<u>3,816,070</u>
Transfer to Reserve Fund(Page 11)	3,060,000	3,060,000	2,400,000
Debt principal repayment	1,099,020	1,099,022	1,144,877
	<u>4,159,020</u>	<u>4,159,022</u>	<u>3,544,877</u>
 Surplus(Deficit) for the year	(262,900)	(156,372)	271,193
Add: Prior years' surplus	<u>1,603,296</u>	<u>1,603,296</u>	<u>1,332,103</u>
 Surplus, Ending (Note 7)	<u>\$ 1,340,396</u>	<u>\$ 1,446,924</u>	<u>\$ 1,603,296</u>

See notes to consolidated financial statements

NANAIMO REGIONAL HOSPITAL DISTRICT
SCHEDULE OF RESERVE FUND ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2009

SCHEDULE B

	<u>2009</u>	<u>2008</u>
FUND BALANCE, BEGINNING	\$ 4,109,263	\$ 3,728,723
Add:		
Transfer from Revenue Fund (Page 10)	3,060,000	2,400,000
Less:		
Grants to Vancouver Island Health Authority funded by grant reserves	<u>(3,135,014)</u>	<u>(2,019,460)</u>
FUND BALANCE, ENDING (Note 7)	<u>\$ 4,034,249</u>	<u>\$ 4,109,263</u>

See notes to consolidated financial statements

NANAIMO REGIONAL HOSPITAL DISTRICT
 SCHEDULE OF CAPITAL FUND ACTIVITIES
 FOR THE YEAR ENDED DECEMBER 31, 2008

SCHEDULE C

	<u>2009</u>	<u>2008</u>
FUND BALANCE, BEGINNING, as previously reported	\$ (20,345,216)	\$ (20,483,491)
Capital grants funded by debt in the year	(677,937)	(1,580,792)
Debt issue costs capitalized	-	(5,686)
Debt principal repayments	1,099,021	1,144,877
Debt actuarial adjustments	<u>592,199</u>	<u>579,876</u>
FUND BALANCE, ENDING (Note 7)	<u>\$ (19,331,933)</u>	<u>\$ (20,345,216)</u>

See notes to consolidated financial statements

NANAIMO REGIONAL HOSPITAL DISTRICT
SCHEDULE OF DEBENTURE DEBT
AS AT DECEMBER 31, 2009

SCHEDULE D

Issue	Bylaw Number	Maturity	Interest Rate	Original Value	Outstanding 2008	Outstanding 2009	Sinking Fund Balance 2009
517	110	Nov 30, 2023	7.875	312,520	141,404	121,097	210,165
519	82/94/96/97	Feb 21, 2011	10.750	2,934,009	630,055	430,196	3,238,832
521	82/93	Jun 09, 2009	10.010	192,000	15,104	0	0
522	88/95	Jul 10, 2009	9.610	128,800	10,069	0	0
527	79/82/88/94	Apr 10, 2010	10.360	1,105,115	171,147	87,661	1,434,212
530	82/88/94/96	Jul 10, 2010	10.470	1,001,200	157,749	80,798	1,108,816
531	94	Nov 09, 2010	11.040	1,200,000	185,833	95,183	1,317,511
534	79/82/94/96/97/98	Oct 05, 2011	9.810	957,701	220,420	150,501	989,532
536	94	Oct 07, 2011	10.040	531,004	120,649	82,378	547,422
538	94	Jun 10, 2012	9.450	720,000	214,151	164,465	691,544
606	79/82/92	Apr 10, 2009	10.310	397,997	30,096	0	0
612	104	Aug 23, 2013	8.500	10,378	4,012	3,286	7,985
615	79/94/96	Jan 09, 2012	9.500	836,000	241,999	185,852	815,239
620	79/94/96/100	Aug 23, 2013	8.500	401,852	143,908	117,864	340,050
621	79/105/100/104	Aug 23, 2013	8.500	458,920	163,639	134,025	378,919
622	105	Aug 15, 2014	7.500	826,194	332,034	283,219	666,791
624	105/6/10/11	Aug 23, 2023	7.875	1,260,559	592,587	522,626	864,863
626	104/105/106	Jun 09, 2014	9.625	1,789,496	750,906	640,510	1,352,237
627	104/105/106	Aug 23, 2013	9.600	145,386	54,297	44,471	116,974
72	110	Jun 01, 2020	6.450	125,258	89,085	83,488	42,867
74	116/117/121	Jun 01, 2011	5.960	509,277	179,608	122,635	399,668
75	111	Dec 01, 2021	5.690	318,086	239,762	226,226	92,237
80	122/124/128/129	Oct 03, 2018	4.900	998,081	697,600	628,197	363,394
92	125/131	April 6, 2020	4.550	215,868	177,977	164,322	53,065
93	127	April 6, 2025	5.100	4,071,247	3,583,281	3,412,261	-
97	133	April 19, 2016	4.660	288,478	239,462	213,474	77,109
102	127	Dec 01, 2027	4.820	8,100,000	7,827,988	7,545,095	556,729
103	137	Apr 23, 2023	4.650	324,943	324,943	308,715	16,676
				<u>\$ 30,160,369</u>	<u>\$ 17,539,765</u>	<u>\$ 15,848,545</u>	<u>\$ 15,682,837</u>



MEYERS NORRIS PENNY LLP

March 31, 2010

Board of Directors
Nanaimo Regional Hospital District
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Re: Audit Findings Report to the Board of Directors
Year ending December 31, 2009

Dear Sirs/Mesdames:

We are pleased to submit to you this report for discussion of our audit of the financial statements of Nanaimo Regional Hospital District (the "Hospital District") for the year ended December 31, 2009. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Board of Directors.

1. The Audit

Our responsibility, as auditor of Nanaimo Regional Hospital District, is to report to the Board of Directors on the fair presentation of the 2009 financial statements, in accordance with Canadian generally accepted accounting principles. To properly discharge this responsibility, we designed our audit process to assess the risk of material misstatement within the statements by examining and assessing the effectiveness of Nanaimo Regional Hospital District's controls and accounting systems and the evidence supporting the amounts and disclosures in the statements, including the appropriateness of accounting principles and significant estimates made by management.

We have considered the Hospital District's internal control as part of the financial statement audit. This included obtaining an understanding of the internal controls relevant to our audit; evaluating the design of these controls; and determining whether they have been implemented. This understanding was sufficient to allow us to identify and assess the risks of material misstatement of the financial statements and to design and perform audit procedures. We have not determined whether relevant controls are operating effectively, as such, our understanding of internal controls should not be relied upon for any other purposes.

Wherever possible, we relied on the effectiveness of controls within the reporting systems in order to reduce the extent of our audit testing. Our audit procedures, consisting of separate examination of each material year-end balance, key transaction, and other event considered significant to the financial statements, were concentrated in areas where risks were identified and therefore differences were most likely to arise.

Management has provided us with written representations, acknowledging, among other things, their responsibility for the implementation and maintenance of appropriate reporting systems and controls including those designed to detect and prevent fraud, and to ensure the appropriateness of the amounts recorded in the accounting records, and the amounts and disclosures in the financial statements.

We have satisfactorily completed our audit and are prepared to sign our Auditors' Report after the Board of Directors' review and approval of the financial statements. A substantive approach was used in auditing Nanaimo Regional Hospital District's financial statements; thus, the Hospital District's controls were not relied upon. **Final materiality calculated and used to assess the significance of misstatements or omissions identified during the audit and determine the level of audit testing performed was \$100,000.** The audit report will provide an unqualified opinion to the Board of Directors. Key matters noted during our audit are summarized in the table below.



CHARTERED ACCOUNTANTS & BUSINESS ADVISORS
117 96 WALLACE STREET, P.O. BOX 514, NANAIMO, BC V9R 5L5
1-877-340-3330 PH. (250) 753-8251 FAX (250) 754-3999 mnp.ca

April 16, 2010

Nanaimo Regional Hospital District

SUBJECTS	2009	2008
Significant doubt concerning entity's ability to continue as a going concern	None	None
Illegal or fraudulent acts	None noted	None noted
Fraud by employees/management with key roles in control activities	None noted	None noted
Differences that may:		
- Cause future statements to be materially misstated	None	None
- Indicate significant weaknesses in controls	None	None
Irregularities having a material financial statement effect	None	None
Limitations placed on the scope of our audit	None	None
Significant transactions not in the ordinary course of business	None	None
Unusual significant transactions given the entity and its environment	None	None
Non-monetary transactions	None	None
Transactions that increase risk	None	None
Concerns with management breach of corporate conduct	None	None
Conflicts of interest	None	None
Disagreements with management	None	None
Matters influencing audit appointment	None	None
Difficulties encountered during the audit	None	None
Disagreements with management's accounting estimates	None	None
Disagreements with management's adoption of accounting policies or emphasis on the need for a particular accounting treatment	None	None
Significant weaknesses in the entity's risk assessment process within the design and/or implementation of controls	None	None
Material weaknesses in controls resulting from inappropriate response by management regarding implementing controls over significant risks	None	None
Matters giving rise to questions regarding the honesty and integrity of management	None	None

There were no unadjusted differences of any significance noted.

2. Auditor Independence

We confirm to the Board of Directors that we are independent of Nanaimo Regional Hospital District. Our letter to the Board of Directors discussing our independence is included as Appendix A to this report.

We would like to take this opportunity to formally acknowledge the excellent cooperation and assistance we received from the management and staff of Nanaimo Regional Hospital District.

We appreciate having the opportunity to meet with you and respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Yours truly,

Meys Norris Penny LLP

MEYERS NORRIS PENNY LLP

3

April 16, 2010
Nanaimo Regional Hospital District

APPENDIX A

March 31, 2010

Ms. Nancy Avery, CGA
Nanaimo Regional Hospital District
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2

Dear Sirs/Mesdames:

We have been engaged to audit the financial statements of Nanaimo Regional Hospital District ("the Hospital District") for the year ending December 31, 2009.

CICA Handbook 5751, *Communications With Those Having Oversight Responsibility for the Financial Reporting Process* ("the Standard"), requires that we communicate at least annually with you regarding all relationships between the Hospital District and Meyers Norris Penny LLP that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, the Standard requires us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) Economic dependence on a client; and
- (e) Provision of services in addition to the audit engagement.

We are not aware of any relationship between the Hospital District and Meyers Norris Penny LLP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from January 1, 2009 to March 31, 2010.

Generally Accepted Auditing Standards require that we confirm our independence to the Audit Committee. Accordingly, we hereby confirm that Meyers Norris Penny LLP is independent with respect to the Hospital District within the meaning of the Rules of Professional Conduct of the Institute of Chartered Accountants of BC as of March 31, 2010.

This report is intended solely for the use of the Board of Directors, management and others within the Hospital District and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Yours truly,



MEYERS NORRIS PENNY LLP

/gw
encls.



CAO APPROVAL		
EAP		
COW	✓	May 11 '10
RHD		
BOARD		

MEMORANDUM

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

DATE: April 12, 2010

FROM: Jack Eubank
Bylaw Enforcement Officer

FILE: CE200900352

SUBJECT: Building Bylaw Contravention - 2443 Arlington Road – Electoral Area ‘E’

PURPOSE

To obtain Board approval to file a Notice of Bylaw Contravention on the title of the above-noted property.

BACKGROUND

Property: 2443 Arlington Road, Electoral Area ‘E’
 Legal: Lot 1, District Lot 79, Nanoose District, Plan 6073
 Owner: Walter A. Allen P.O. Box 82 Stn Main, Qualicum Beach, B.C.
 Zoning: Residential 1 (RS 1) – Bylaw 500

The subject property is located in Nanoose Bay and is zoned Residential 1 (RS1), which permits one dwelling unit. On November 3rd 2009, staff noted several new buildings had been constructed on the subject property without the required Building Permits. Staff inspected the property and determined that a duplex dwelling unit, an accessory building, an enclosure structure for a mobile home, and modifications to an existing dwelling including two suites and a large garage had been constructed. The new, illegal construction brought the number of dwellings to 6. One of the new buildings was also found to be encroaching within the minimum setback for the property bordering Nanoose Beach Road (see Attachment 1). Staff immediately issued a Stop Work Order with Notices posted at both entrances to the property.

The property owner, a well known, local builder, assured staff that no further construction or illegal use would take place and the matters would be rectified forthwith. Several Violation Tickets were issued to the owner as a result of the bylaw contraventions. As of the date of this report (6 months later) the outstanding violations have not been addressed by the property owner and the Stop Work Order Notices posted by staff have been taken down. Staff recently learned that the property is now for sale and is listed with a real estate office in Parksville.

ALTERNATIVES

1. That a Notice of Bylaw Contravention be registered on the title of the property and staff be directed to take legal action if necessary to bring the property into compliance with Regional District of Nanaimo regulations.
2. That a Notice of Bylaw Contravention be registered on title at this time and staff be directed to continue to seek voluntary compliance.

FINANCIAL IMPLICATIONS


Should it become necessary to take legal action, a Supreme Court Order will be required. The cost of obtaining such an Order can reach several thousand dollars. If challenged by the owner, the costs could escalate further.

CONCLUSION


In November of 2009 staff noted that several new buildings, including 6 dwelling units had been constructed on the subject property without building permits and one of the buildings was encroaching within the minimum setback for the parcel. The buildings were constructed by the property owner, a well known, local builder as a source of tenancy revenue despite having full knowledge of the zoning and building regulations in the area. Staff made numerous attempts with the owner to voluntarily resolve the contraventions without success and the property is now listed for sale. It appears that legal action, including a Notice on Title, is the only remaining option to alert prospective purchasers to the contravention and to bring the property into compliance with Regional District regulations.

RECOMMENDATION

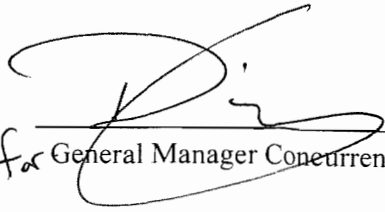
That staff be directed to register a Notice of Bylaw Contravention on title pursuant to Section 57 *Community Charter* and that legal action be taken if necessary to ensure "Lot 1, District Lot 79, Plan 6073, Nanoose District" is in compliance with "*Regional District of Nanaimo Building Regulation & Fees Bylaw 1250, 2001 and Regional District of Nanaimo Land Use and Subdivision Bylaw 500, 1987.*"




 Report Writer



 Manager Concurrence



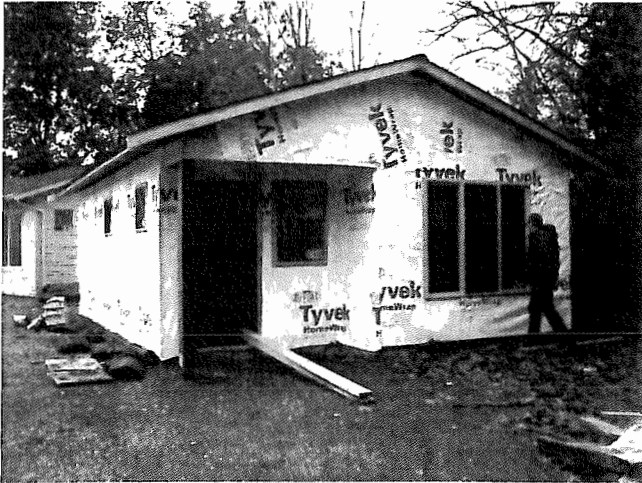
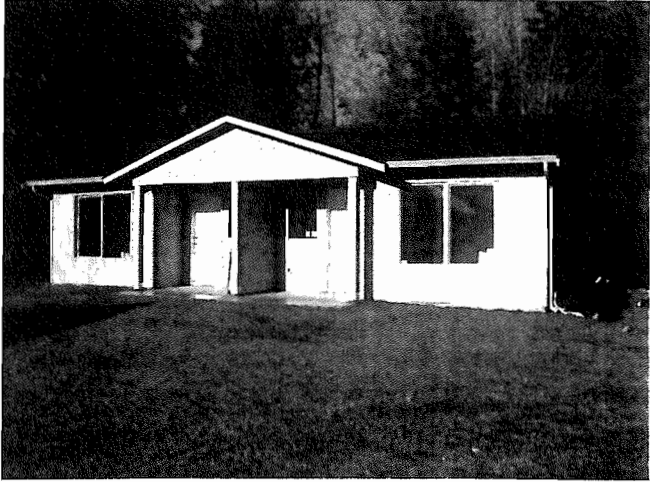
 for General Manager Concurrence



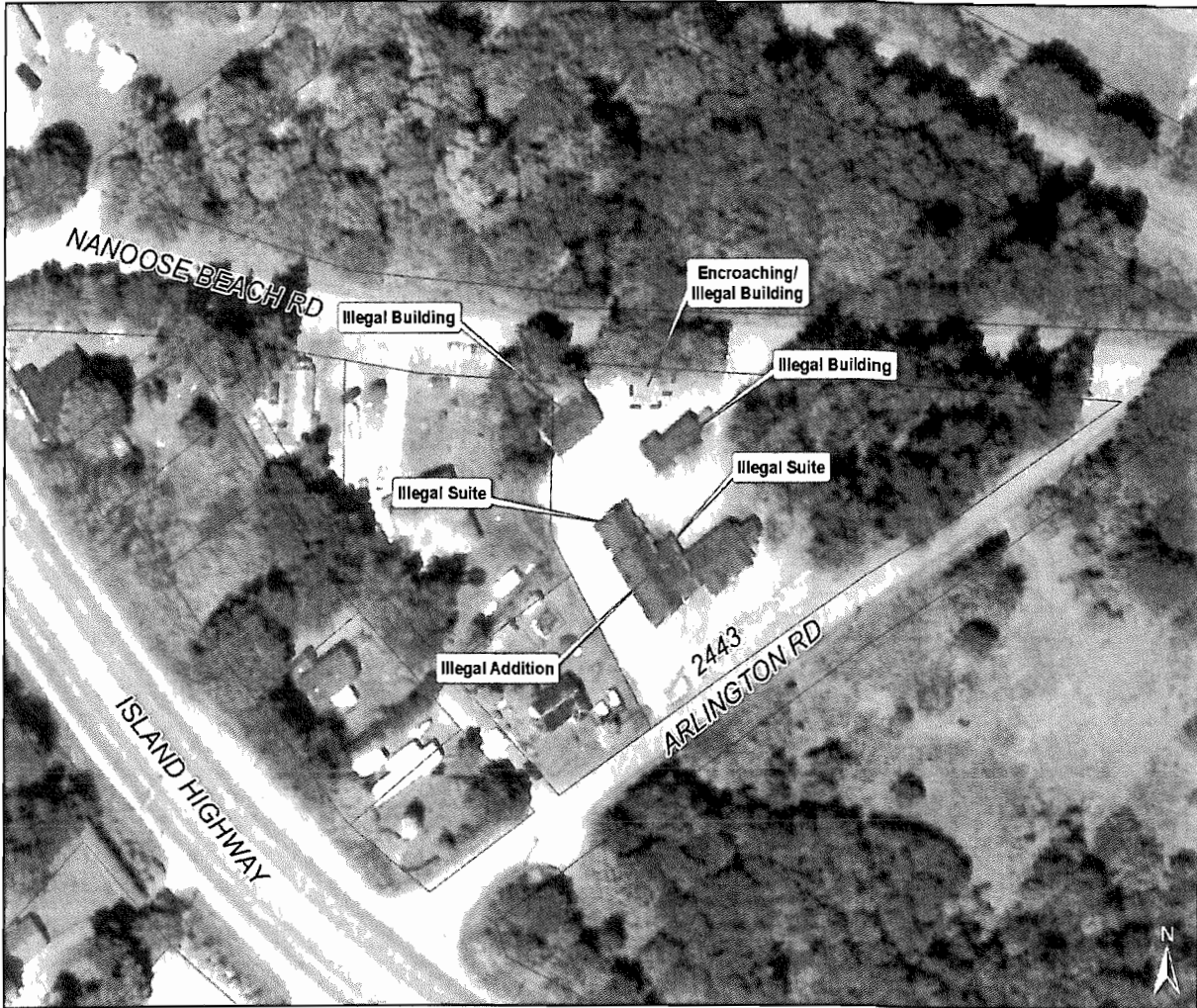
 CAO Concurrence

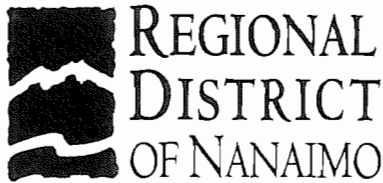
COMMENTS:

Attachment #1



Attachment #2





CAQ APPROVAL	
EAP	
COW	✓ May 11 '10
RHD	
BOARD	

MEMORANDUM

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

DATE: April 20, 2010

FROM: Brian Brack
Bylaw Enforcement Officer

FILE: CE2009000013

SUBJECT: Unsightly Premises - 2307 Gould Road West, Electoral Area 'A'

PURPOSE

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

BACKGROUND

Property: 2307 Gould Road West, Electoral Area 'A'

Legal Description: Lot 23, Section 11, Range 2, Cedar District, Plan 23856

Property Owners: Lorinne E. Anderson
2307 Gould Road West, Cedar, BC

John M. Anderson and Judith E. Anderson
3091 West 33rd Ave., Vancouver, BC

Zoning: Residential 2 – Bylaw 500

The subject property is located in a residential area of single family homes in Yellow Point and is zoned Residential 2 (RS2) pursuant to *Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987*. Following complaints from several neighbors, staff conducted an inspection of the property which was found to contain in excess of 15 derelict/disused uninsured vehicles in the rear yard, discarded building material, disused/discarded household items, scrap metal, auto-parts and other refuse (*see photos Attachment No. 1*).

There have been three previous complaints about the condition of this property since 2005. Staff has previously visited the property and spoke to the property owner (Lorinne Anderson) several times regarding the condition of the property. In addition, staff corresponded in writing with the property owners on numerous occasions. To date this has had no effect, and the property remains unsightly.

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 of Nanaimo's agents at the owner's cost.
2. To not consider a clean up Resolution pursuant to "Unsightly Premises Regulatory Bylaw No. 1073, 1996."

FINANCIAL IMPLICATIONS


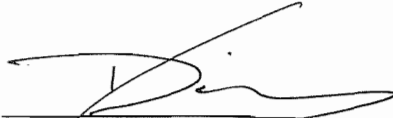

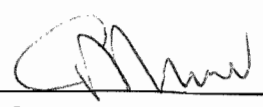
If the Board adopts a resolution to have the identified material removed from the property, any costs incurred by the Regional District of Nanaimo or its agent with respect to the removal may be recovered from the property owner.

CONCLUSION

The owners have demonstrated an unwillingness to comply with the provisions of the Unsightly Premises bylaw or to maintain the property to a reasonable standard as compared to surrounding properties. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

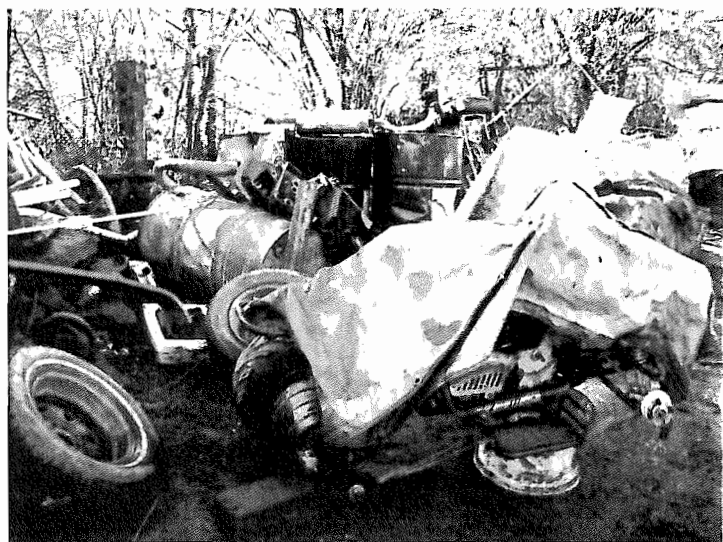
RECOMMENDATION

That the owners of the subject property be directed 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 of Nanaimo’s agents at the owner’s cost.

 _____ Report Writer	 _____ for General Manager Concurrence
 _____ Manager Concurrence	 _____ CAO Concurrence

COMMENTS:

Attachment #1



Attachment #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 discarded and disused material/debris and to take such remedial measures as are specified:

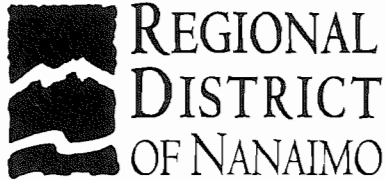
PROPERTY DESCRIPTION:	Lot 23, Section 11, Range 2, Cedar District, Plan 23856
LOCATION:	2307 Gould Road West, Electoral Area ‘A’
OWNER:	Lorinne E. Anderson 2307 Gould Road West, Cedar, BC John M. Anderson and Judith E. Anderson 3091 West 33 rd Ave., Vancouver, BC
UNSIGHTLY ACCUMULATION:	Derelict vehicles, discarded building material, disused/discarded household items, scrap metal, auto-parts and other debris.
REMEDIAL MEASURES:	To remove the derelict vehicles, discarded building material, disused/discarded household items, scrap metal, auto-parts and other debris leaving the property clean and tidy.

AND BE FURTHER RESOLVED that the 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)/Occupier(s) within fourteen (14) days of receipt of Notice to do so, to carry out or have such work carried out, and the expense charged to the Owner(s)/Occupier(s). If unpaid by December 31st 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 a Resolution passed by the Board at its regular meeting, held May 25, 2010

DATED at Nanaimo, BC this ____ day of _____, 2010.

Senior Manager, Corporate Administration



CAO APPROVAL		CW
EAP		
COW	✓	May 11 '10
RHD		
BOARD		

MEMORANDUM

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

DATE: April 12, 2010

FROM: Brian Brack
Bylaw Enforcement Officer

FILE: CE20090000284

SUBJECT: Unsightly Premises - 225 DeCourcy Drive, Electoral Area 'B'

PURPOSE

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

BACKGROUND

Property: 225 DeCourcy Drive, Electoral Area 'B'

Legal Description: Lot 98, Section 21, Gabriola Island, Nanaimo District, Plan 12655

Property Owner: Sandra A. Salter
9098 Norum Road
Delta, BC V4C 3J1

Zoning: Small Rural Residential Garbriola Land Use Bylaw # 177 (Islands Trust)

The subject property is located in a rural residential neighbourhood on the North West tip of Gabriola Island, in an area of neat and well maintained properties. On September 18, 2009 a complaint was received that the subject property was in an unsightly condition. On September 21, 2009 staff conducted an inspection and confirmed the property contained an accumulation of derelict vehicles, unlicensed and derelict recreational vehicles, temporary structures, disused/discarded materials and refuse contrary to Regional District regulations (*see photos Attachment No. 1*)

The property owner resides in Delta, BC and visits Gabriola infrequently. The property was owned previously by a family member who resided on the property and left the property to the current owner. There was an old cabin on the property that burned down several years ago.

On September 22, 2009 staff issued a written order to clean up the property and subsequently spoke to the owner's brother (Daniel Salter) via phone on several occasions. Mr. Salter stated that he would try to clean up the property in two weekend's time. Mr. Salter stated that he and his sister used the property as a vacation spot in the summer.

Several site inspections followed with no work being done, in fact the camper and trailer have been broken into and even more of a mess has accumulated. On March 5, 2010 a second letter was couriered to the owner advising her to rectify the condition of the subject property. To date the property remains in a state of non-compliance.

ALTERNATIVES

1. That the owner 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 of Nanaimo’s agents at the owner’s 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, any costs incurred by the Regional District of Nanaimo or its agent with respect to the removal may be recovered from the property owner.

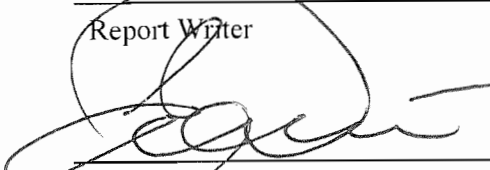
CONCLUSION

The owner has demonstrated an unwillingness to comply with the provisions of the Unsightly Premises bylaw or to maintain the property to a reasonable standard as compared to surrounding properties. Board direction appears to be the only remaining option available to bring this property into compliance with Regional District of Nanaimo regulations.

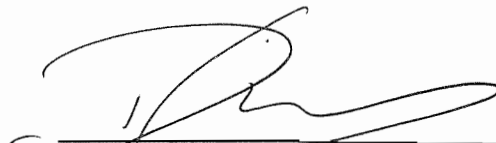
RECOMMENDATION


That the owner of the subject property be directed 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 of Nanaimo’s agents at the owner’s cost.



Report Writer


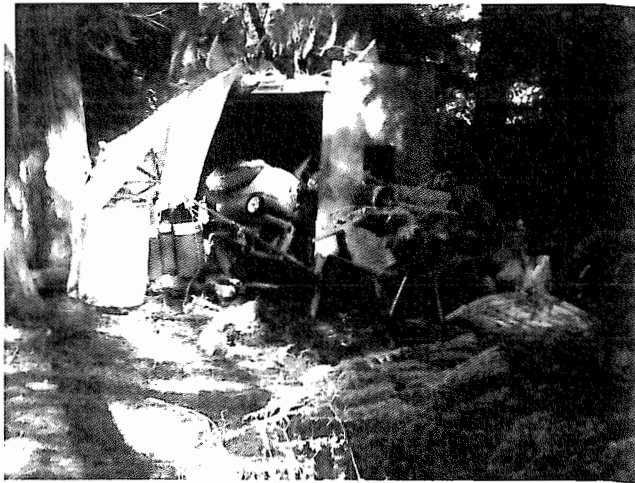
Manager Concurrence



General Manager Concurrence


CAO Concurrence

Attachment No. 1



Attachment #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 discarded and disused material/debris and to take such remedial measures as are specified:

PROPERTY DESCRIPTION:	Lot 98, Section 21, Gabriola Island, Nanaimo District, Plan 12655
LOCATION:	225 DeCourcy Drive, Gabriola Island, BC
OWNER:	Sandra A. Salter 9098 Norum Road Delta, BC V4C 3J1
UNSIGHTLY ACCUMULATION:	derelict vehicles, temporary structures, disused/discarded materials and refuse
REMEDIAL MEASURES:	To remove derelict vehicles, temporary structures, disused/discarded materials, refuse and other debris leaving the property clean and tidy.

AND BE FURTHER RESOLVED that the 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)/Occupier(s) within fourteen (14) days of receipt of Notice to do so, to carry out or have such work carried out, and the expense charged to the Owner(s)/Occupier(s). If unpaid by December 31st 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 a Resolution passed by the Board at its regular meeting, held May 25, 2010.

DATED at Nanaimo, BC this ____ day of _____, 2010.

Senior Manager, Corporate Administration



RDN REPORT	
CAO APPROVAL <i>QW</i>	
EAP	
COM	
RHD	
FORG	

MEMORANDUM

TO: Paul Thorkelsson
General Manager, Development Services

DATE: February 26, 2010

FROM: Paul Thompson
Manager, Long Range Planning

FILE: 3360 30 0604

SUBJECT: Request for Regional Growth Strategy Amendment - OCP & Zoning Amendment
Application No. AA0604 – Addison, Electoral Area 'C' - 2610 Myles Lake Road

PURPOSE

To have the Board consider changes to the rural integrity policies of the Regional Growth Strategy (RGS) to permit an Official Community Plan (OCP) and zoning amendment that will decrease the minimum parcel size outside of the Urban Containment Boundary (UCB) to enable an application for a four lot subdivision to proceed.

BACKGROUND

A zoning and OCP amendment application was received by the Planning Department in 2006 for the property legally described as Lot 1, Section 7, Range 3, Cranberry District, Plan VIP68949, which is located at 2610 Myles Lake Road in Electoral Area 'C'. The application is to decrease the minimum parcel size for subdivision from 50 ha to 2 ha to allow for a four lot subdivision (please see Appendix C). The zoning amendment is contrary to policies in the OCP and the RGS as it would increase development opportunities outside of the designated UCB. An amendment application of this type, which would allow for an increase in the amount of development outside the UCB, has not been approved by the Regional District of Nanaimo (RDN) since the RGS was first adopted in 1997.

At its November 2006 meeting, the RDN Board of Directors resolved to hold the application in abeyance until after the RGS five year review was completed. The issue of further subdivision of rural lands, including former privately managed forest lands, is intended to be considered during the RGS review. A request was received from the applicant earlier this year to reactivate their application with the intention for a site specific amendment separate from the RGS review.

The property was originally rezoned from 2 ha to 50 ha in 1999 as part of the Area 'C' OCP implementation bylaw. For the RDN to consider the application there must be a site specific exemption to Policy 3A in the RGS, which does not permit the minimum parcel size of lands in the Rural Residential and Resource Lands and Open Space designations to be reduced below the minimum parcel size established in the OCP in place at the date of the adoption of the RGS in 2003. Due to concerns that support for the application will establish a precedent and therefore open the door for numerous other properties previously zoned or rezoned to a 50 ha minimum parcel size to also receive a similar exemption within the RGS, staff recommended to the EAPC and the Sustainability Select Committee that the application not proceed.

The request was considered by the Electoral Area Planning Committee (EAPC) at its July 14, 2009 meeting with the Committee making the following recommendation:

That it be recommended to the Sustainability Select Committee and the Board that the Electoral Area Planning Committee supports consideration of this application for a site specific amendment to the Regional Growth Strategy.

Subsequently, the request was considered at the September 16, 2009 Sustainability Select Committee, which provides recommendations to the RDN Board on growth management and sustainability. The committee made the following recommendation in relation to the application:

That the request for a site specific amendment to the Regional Growth Strategy be denied at this time.

The Sustainability Select Committee requested further information on whether the property was unique compared to other lands zoned for a 50 ha minimum parcel size for subdivision. Staff prepared an analysis of all properties with a 50 ha minimum parcel size zoning which was presented at an information seminar held for the Sustainability Select Committee on January 20, 2010. The conclusion of the analysis was that the subject property shares similar characteristics with many other properties in the RDN and therefore is not unique. Details of the analysis can be found in Appendix B.

ALTERNATIVES

1. That the application for a site specific amendment to the Regional Growth Strategy be denied at this time as it is not consistent with RDN growth management and sustainability goals.
2. That the consideration of this application for a site specific amendment to the RGS proceed.

FINANCIAL IMPLICATIONS

The subdivision that could be made possible by the exemption would not result in any direct short-term financial implications for the RDN. The capital cost for the development of local road improvements and community services would be borne by the applicants. The property will be serviced with well and septic, as community water and sewer service is not permitted outside of designated growth areas. There may be long-term implications if future residents request the RDN to provide services.

However, proceeding with a review of this application will have an immediate financial impact on staff time and the subsequent impact on the 2010 Development Services Work Plan. Processing an application to amend the RGS requires a significant amount of resources including the development of a full public consultation plan to consider both the proposed RGS and Electoral Area 'C' OCP amendments. Consultation will include public information meetings and public hearings regionally and within Electoral Area 'C' along with referrals to the member municipalities, adjacent regional districts and the Province. Please see Appendix A for a detailed outline of the process to amend the RGS for land in an electoral area.

By supporting the application to amend the RGS the Electoral Area Planning Committee becomes a sponsor of the application and as such the RDN incurs many of the costs associated with a bylaw amendment. There is no provision to recoup costs that are specific to amending the RGS. The applicant is

only required to pay the application fee for the zoning and OCP amendment and associated advertising costs.

GROWTH MANAGEMENT IMPLICATIONS

The proposed subdivision would conflict with most goals of the RGS since it is increasing the density outside of the designated UCB. Maintaining large lot sizes is deemed to be beneficial to minimizing the disturbance of sensitive ecosystems and wildlife corridors, reducing the conflict between resource and residential lands and directing growth into existing urban areas where services exist. The only designation in the RGS that supports a decrease in minimum parcel size is Urban Areas located within the UCB in order to support nodal development and complete compact communities.

Through Policy 3A, the RGS specifically states that there shall not be a decrease in minimum parcel size outside of the designated Urban Areas. The intent of Policy 3A is to support the goals of Urban Containment and Rural Integrity by not providing for an increased amount of development outside of the designated Urban Areas which include the Village Centres. Further, Policy 3A is intended to prevent further fragmentation of the existing large lots in both the Resource Lands and Open Spaces and Rural Residential designations.

The proposal, while insignificant if looked at in isolation, is very significant in terms of setting a precedent for development consideration in the RDN. There are hundreds of parcels in the RDN that are either still classified as privately managed forest lands or have been recently declassified. Decreasing the minimum parcel size on these parcels would significantly increase the development potential in the rural areas. The rate of development in parts of the rural areas is already much higher than the urban areas (Canada Census, 2006). This high rate of growth in the rural areas is inconsistent with the urban containment goal of the RGS as the primary intent is to encourage more growth in the urban areas and less growth in the rural areas. In addition, such a change in policy would conflict significantly with the broader strategic goals of the RDN with respect to sustainability, green house gas reduction and work underway in relation to action on climate change.

The applicant suggests that the RDN should address former Forest Land Reserve (FLR) properties, such as the property concerned, which were designated for a 50 ha minimum parcel size through the rezoning process on all Resource Lands and Open Space lands. The intention of rezoning resource lands to 50 ha was to protect these lands from fragmentation and reduce the amount of development outside of urban areas. In Electoral Area 'C' the rezoning was specifically meant to address the former FLR lands.

The full impacts of allowing increased development on current and former privately managed forest lands is not known other than that there will be more people living farther from shopping, jobs, schools and other daily services. There is no justification in terms of meeting a specific housing need. The residential capacity study prepared for the RGS review indicates that there is enough land supply to meet demand for housing for at least 30 years. In addition, providing for more automobile dependent development located far from services does not contribute to RDN goals related to more efficient forms of land use intended to result in greenhouse gas reduction, walkable communities, increased transit opportunities, jobs located close to residences, and more efficient provision of services.

The applicant suggests that the protection of environmentally sensitive areas will be observed through the setbacks to Blind Lake and the maintenance of green space. These actions will only reduce the impacts of development according to guidelines in existing development permit areas. In the context of the

Environmental Protection goal, maintaining large lot sizes can be more effective to prevent the disturbance of sensitive ecosystems through the protection of open space that serves as a natural corridor “capable of sustaining native plant and animal communities.” The precedence created through such a subdivision will also place designated properties that serve as wildlife habitat under development pressure of other Resource Lands and Open Space.

The applicants identify that the subdivision would “contribute to the economy and increase the tax base”. However, this economic contribution will not increase the type of economic development envisioned in the Vibrant and Sustainable Economy goal. The RGS goal supports business and industries that are sustainable and contribute to local employment opportunities. This form of economic development is contrary to the intent of other goals of the RGS for sustainability and the creation of healthy communities. In addition, the amount of taxes levied by the Province on the proposed lots will not significantly increase the funding of community services in the area.

Since the property is outside of the Extension Village UCB, it cannot be serviced with community water and sewer. The applicants acknowledge that the proposed lots will be serviced by well and on-site septic, and do not anticipate the provision of community services. However, many areas in the RDN that currently rely on on-site water supply and sewage disposal are now facing problems with water shortages and failure of septic fields. When this happens, the land owners generally go to the RDN to address the problem by requesting the installation of community water and/or sewer systems. Establishing these services is very expensive and landowners are reluctant to pay the full cost of providing these services.

Finally, in the Cooperation Among Jurisdictions goal, the RDN commits to maintaining the goals and policies of the RGS. As detailed above, the subdivision does conflict with most goals and will have implications for other resource designated properties in the region. Such a specific change to the RGS will require the support of member municipalities through the bylaw adoption process. It is also important to note that to date within the RGS review process there has been little indication of community support for changing policy with respect to development of resource lands.

SUSTAINABILITY IMPLICATIONS

The proposed subdivision contrasts with the intent of RGS goals for ‘urban containment’ and to maintain ‘rural integrity’, by perpetuating urban sprawl and automobile dependent forms of development. If approved the application will also set a precedent for consideration of similar properties that were designated with a 50 ha minimum parcel size to revert back to previous zoning (please see Appendix B). Interest has been expressed by many property owners in similar circumstances that would like their property included as an amendment to the RGS. Allowing this subdivision may impede rural integrity objectives to halt the suburbanisation of rural lands. Allowing the subdivision also contradicts the RGS goal for ‘nodal development’, by permitting growth to occur outside of the Extension Village Centre boundaries. Growth in the rural areas detracts from efforts to establish healthy and functioning complete communities.

SUMMARY

The request for a site specific exemption to RGS Policy 3A on Myles Lake Road is required to allow a zoning amendment application to reduce the minimum parcel size for subdivision from 50 ha to 2 ha. The proposed rezoning is contrary to the RGS goals to only support new development in designated areas and not supporting an increase in development opportunities outside of those designated growth areas.


The implications of proceeding with this application as outlined in the reports to the EAPC and Sustainability Select Committee include the following:

- There are currently no provisions in the RGS to consider a decrease to the minimum parcel size for lands located outside the UCB. Changes to this policy would require a specific exemption in the RGS.
- By supporting the application, the EAPC effectively becomes the applicant. The EAPC is stating that they believe the application has merit and should proceed. Sponsoring the application to amend the RGS has financial implications, therefore the RDN incurs many of the costs associated with a bylaw amendment. There is no provision to recoup costs that are specific to amending the RGS. The applicant is only required to pay the application fee and advertising costs for the zoning and OCP amendment.
- Should this application proceed, this will be the first time since the RGS was first adopted in 1997 that it has been amended outside of a formal review to allow increased development in a rural area that was not supported by an OCP.
- A change in policy to allow the proposed subdivision would conflict with most goals of the RGS since it is increasing the density outside of the designated UCB. Providing for more automobile dependent development located far from services does not contribute to RDN goals related to more efficient forms of land use intended to result in greenhouse gas reduction, walkable communities, increased transit opportunities, jobs located close to residences, and more efficient provision of services.
- The proposal, while insignificant if looked at in isolation, is very significant in terms of setting a precedent for development consideration in the RDN. There are hundreds of parcels in the RDN that are either still classified as privately managed forest lands or have been recently declassified. Decreasing the minimum parcel size on these parcels would significantly increase the development potential in the rural areas. An analysis of parcels currently zoned for a minimum 50 ha parcel size showed that the parcel is not unique (please see Appendix B).
- There is no justification in terms of meeting a specific housing need. The residential capacity study prepared for the RGS review indicates that there is enough land supply to meet demand for housing for at least 30 years.

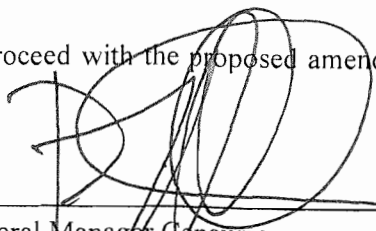
The EAPC, at the July 14, 2009 meeting recommended supporting consideration of the application. The Sustainability Select Committee at the September 16, 2009 meeting provided a recommendation to deny the RGS amendment. Staff requires the Board's direction on this matter.

RECOMMENDATION


That the RDN Board provide direction to staff on how to proceed with the proposed amendment to the RGS.



Report Writer



General Manager Concurrence



CAO Concurrence

APPENDIX A

Regional Growth Strategy Amendment Request For Land in an Electoral Area:

1. Proponent to submit an application to the RDN to amend an Electoral Area OCP and zoning bylaw designations/provisions for property to permit proposed level/type of development.
2. The applicant must provide supporting documentation that demonstrates a community need for the proposed development and the application must include information that shows how the amendment contributes towards the goals of the Regional Growth Strategy.
3. For an amendment to the Urban Containment Boundary, the application must also include information that demonstrates how the proposal meets the 5 criteria laid out in the UCFAMIA. Other pertinent material may be required pursuant to Development Services application information regulations.
4. The process would be as follows:
 - a. Proponent submits application to amend OCP and zoning to Development Services (Current Planning). Application to demonstrate community need, contribution to RGS goals and, where applicable, fulfillment of UCFAMIA criteria, as well as any other information a Development Services application would normally require.
 - b. RDN Planning staff report prepared about application proposal and submitted to Electoral Area Planning Committee. Staff report to include an assessment of the proposal and, if applicable, if it satisfies the UCFAMIA criteria. The staff report is to address issues related to both the OCP and RGS amendments. The EAPC decides if it wishes to recommend the Board consider an amendment to the RGS. If yes, then recommend that it be further considered via the bylaw approval process and/or the process laid out in the UCFAMIA. No readings would be given to any OCP or zoning amendment at this stage.
 - c. The recommendation from the Electoral Area Planning Committee is forwarded to the Sustainability Select Committee (SSC) for its consideration and recommendation to the Board.
 - d. Recommendations from the EAPC and the SSC are forwarded to the Board for a decision on whether the RDN supports consideration of the application to amend the RGS. If support is granted to consider amending the RGS, staff will prepare a consultation plan as required by the Local Government Act.
 - e. Board approval of consultation plans for OCP and RGS amendments.
 - f. Consultation (public, province, municipalities) for both OCP and RGS amendment bylaws as per the requirements in the *Local Government Act* and RDN Bylaw 1432.
 - g. Board (EA Directors only) grants OCP amendment bylaw 1st and 2nd reading.
 - h. Referral of OCP bylaw amendment to adjacent municipalities and IAC for comment.
 - i. IAC reviews proposal, staff assessment and comments to date, and makes recommendations in relation to RGS.
 - j. RDN Long Range Planning staff report prepared about application proposal to Sustainability Select Committee. Report would provide information about proposal (which would be attached) and IAC recommendations concerning the applications. SSC reviews proposal along with any required amendments to RGS. The SSC makes a recommendation to the Board re support for the proposal and the amendments required to make it happen at the zoning, OCP and RGS level.
 - k. Board grants 1st and 2nd reading for RGS Amendment.
 - l. Remaining requirements for OCP and RGS amendments pursuant to *Local Government Act* would be met (i.e. public hearing, referral of RGS bylaw to adjacent RDNs and member municipalities for acceptance, 3rd readings, referral of OCP bylaw to MCD, adoption).

APPENDIX B



MEMORANDUM

TO: Paul Thorkelsson
General Manager of Development Services

DATE: January 19, 2010

FROM: Paul Thompson
Manager of Long Range Planning

FILE: 6780 30

SUBJECT: Information on Properties Zoned 50 Hectare Minimum Parcel Size for Subdivision

PURPOSE

To provide information on lands located in the electoral areas which are zoned 50 hectare minimum parcel size for subdivision including total number, parcel size, adjacency to rural residential lands and current ownership.

BACKGROUND

A zoning and OCP amendment application was received by the Planning Department in 2006 for the property legally described as Lot 1, Section 7, Range 3, Cranberry District, Plan VIP68949, which is located at 2610 Myles Lake Road in Electoral Area 'C'. The application is to decrease the minimum parcel size for subdivision from 50 ha to 2 ha to allow for a four lot subdivision. The zoning amendment is contrary to policies in the OCP and the RGS as it would increase development opportunities outside of the designated Urban Containment Boundary (UCB). An amendment application of this type, which would allow for an increase in the amount of development outside the UCB, has not been approved by the RDN since the RGS was first adopted in 1997.

At its November 2006 meeting, the Regional Board of Directors resolved to hold the application in abeyance until after the RGS five year review was completed. The issue of further subdivision of rural lands, including former private managed forest lands, is intended to be considered during the RGS review.

A request was received from the applicant earlier this year to reactivate their application with the intention for a site specific amendment separate from the RGS review. The property was originally rezoned from two hectares to 50 hectares in 1999 as part of the Area 'C' Official Community Plan implementation bylaw. For the RDN to consider the application there must be a site specific exemption to Policy 3A in the RGS, which does not permit the minimum parcel size of lands in the Rural Residential and Resource Lands and Open Space designations to be reduced below the minimum parcel size established in the OCP in place at the date of the adoption of the RGS in 2003. Staff have concerns that support for the application will establish a precedent and therefore open the door for numerous other properties previously zoned or rezoned to a 50 hectare minimum parcel size to also receive a similar exemption within the RGS.

The request was considered by the Electoral Area Planning Committee (EAPC) at its July 14, 2009 meeting with the Committee making the following recommendation:

That it be recommended to the Sustainability Select Committee and the Board that the Electoral Area Planning Committee supports consideration of this application for a site specific amendment to the Regional Growth Strategy.

Subsequently, the request was considered at the September 16, 2009 Sustainability Select Committee, which provides recommendations to the Regional Board on growth management and sustainability. The committee made the following recommendation in relation to the application:

That the application for a site specific amendment to the Regional Growth Strategy be denied at this time as it is not consistent with RDN growth management and sustainability goals.

Discussion at the Sustainability Select Committee included whether the property was unique compared to other lands zoned for a 50 hectare minimum parcel size for subdivision. This question arose as the applicant suggested that the property is unique as it is smaller than other properties with a similar zoning, it is adjacent to existing residential areas and it was previously zoned 2 ha minimum parcel size for subdivision. This report provides an assessment of the properties with the three characteristics described above: smaller parcel size, proximity to rural residential areas and previous zoning (or in the case of Electoral Area 'F' no zoning). The report also outlines the potential implications for the RDN should other property owners, including the forestry companies, request to have their zoning changed for similar reasons.

ALTERNATIVES

1. Accept this report for information.
2. Accept this report for information and request further information on this topic.

IMPLICATIONS

Through four zoning amendments, the RDN rezoned lands within the Resource Lands and Open Space designation for a 50 hectare minimum parcel size. Each zoning amendment used different criteria for the identification of forestry lands, but the intention of each was to realise Goal 3 of the RGS, being the protection of rural areas from land fragmentation and residential development. The zoning amendments affected similar properties to the subject property in terms of size and adjacency to residential areas regardless of ownership by individuals or forestry companies. The attached table (*Attachment 1*) outlines all properties with a 50 hectare minimum parcel size by electoral area that were rezoned as part of one of the zoning amendments. This list includes property area, previous zoning designation, adjacency to residential areas, and ownership by forestry companies.

Bylaw 500.253, 1999 – Area 'C'

The first bylaw adopted to rezone forestry lands to a 50 hectare minimum parcel size was the Area 'C' Official Community Plan implementation bylaw in 1999. The intention of the bylaw was to specifically address lands within the Forest Land Reserve (FLR). This was the criteria used to rezone the property on Myles Lake Road from two hectare to 50 hectare minimum parcel size. Through the rezoning 27

properties were changed from a two hectare to 50 hectare minimum parcel size, including the subject property.

Overall there are an estimated 461 properties in Area 'C' that were rezoned to a 50 hectare minimum parcel size under this bylaw or the region wide Bylaw 500.325. Of these properties 71 of them are smaller than the subject property (8.86 ha) and a further 26 of those are adjacent to a residential area. For properties larger than 8.86 ha there are 390 properties rezoned to 50 hectares, 95 of which are adjacent to residential areas. For properties that were formerly zoned for a 2 ha minimum parcel size or less, there are five properties smaller than the subject property and 19 properties larger that are also adjacent to residential land uses.

	Total	Adjacent to residential	Former 2 ha zoning or less & adjacent to residential
Smaller than 8.86 ha	71	26	5
Larger than 8.86 ha	390	95	19
Total	461	121	24

Table 1: Properties rezoned in Area 'C' to 50 ha

Bylaw 1285, 2002, 500.324, 2005 and 500.325, 2005 – Regional Amendment on Resource Lands

Following the rezoning amendment in Area 'C' the RDN adopted several other bylaws to either zone or rezone resource lands to 50 hectares within the electoral areas. In 2002 the RDN adopted Bylaw 1285, 2002 that introduced zoning and subdivision regulations to Electoral Area 'F'. The zoning bylaw created new land use regulations for all land that was previously unzoned, including a 50 ha minimum parcel size for land within the FLR. Previously, minimum parcel size for subdivision within the electoral area was only limited by the health and safety standards for on-site sewage disposal and water supply (generally one hectare where community systems are not available) and approved by the Provincial Approving Officer.

In 2005 the RDN adopted a bylaw within the electoral areas meant to harmonize zoning regulations with Goal 3 of the RGS by reducing the threats of development and land fragmentation. The bylaw identified non-Agricultural Land Reserve properties within the Resource Lands and Open Space designation of the RGS for a 50 hectare minimum parcel size. All properties designated for Resource Lands and Open Space in Electoral Area 'E' were rezoned through the implementation bylaw for the Official Community Plan since it was occurring simultaneously with the region wide Bylaw 500.325, 2005.

Through all four zoning amendments there are 899 properties across the region that were rezoned to a 50 hectare minimum parcel size for subdivision. In all the electoral areas where the four zoning amendments took place there are 253 properties smaller than the subject property with 155 of these adjacent to existing residential areas. Of these 253 properties only 63 are owned by forestry companies, which means that the majority (190) are owned by non-forestry interests. There are 646 properties greater in size than the subject property and 223 of these properties are adjacent to residential areas. For properties that formerly had zoning for a 2 ha minimum parcel size or less, there are 90 properties smaller than the subject property and 76 parcels that are larger that are also adjacent to residential land uses.

	Total	Adjacent to residential	Former 2 ha zoning or less & adjacent to residential
Smaller than 8.86 ha	253	155	90
Larger than 8.86 ha	646	223	76
Total	899	378	166

Table 2: Properties zoned or rezoned to 50 ha region wide

CONCLUSIONS

The request for a site specific exemption to RGS Policy 3A on Myles Lake Road is required to allow a zoning amendment application to reduce the minimum parcel size for subdivision from 50 hectares to two hectares. The proposed rezoning is contrary to the RGS goals to only support new development in designated areas and not supporting an increase in development opportunities outside of those designated growth areas.

The applicants have suggested that their situation is unique because of the small property size and adjacency to other residential properties and that this uniqueness means that a precedent would not be set for other rural properties to also be rezoned to a smaller parcel size. An assessment of all properties rezoned to 50 hectares under the four zoning amendment bylaws indicates that there are many other properties that share similar characteristics. Overall, there are an estimated 155 properties that are smaller than the subject property with a 50 ha minimum parcel size zoning that are also adjacent to residential areas. When considering all 50 ha zoned parcels adjacent to residential this number increases to 378 parcels.

As the subject property shares similar characteristics with many other properties in the RDN it is clear that the land under consideration is not unique. Further consideration by the Board of this property for development would signal to the community that the same consideration should be given to others even though this would conflict with the goals and priorities established by the Board through the Strategic Plan and the Regional Growth Strategy.

Attachment 1
List of Properties With 50 ha Minimum Parcel Size Zoning

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
016188306	A	4.4725	RM1	B	Resource Management 1 Zone		yes
002698439	A	12.4323	RM1	B	Resource Management 1 Zone		yes
003569306	A	20.7231	RM1	B	Resource Management 1 Zone		yes
005201870	A	23.5975	RM1	B	Resource Management 1 Zone		yes
005201870	A	29.1793	RM2	B	Resource Management 2 Zone		yes
005091730	A	1.4649	RU4	B	Rural 4 Zone		yes
006347151	A	1.5160	RU4	B	Rural 4 Zone		yes
006347312	A	3.9133	RU4	B	Rural 4 Zone		yes
008758182	A	4.3573	RU4	B	Rural 4 Zone		yes
002714299	A	11.9166	RU4	B	Rural 4 Zone		yes
000077518	A	16.4475	RU4	B	Rural 4 Zone		yes
000072265	A	23.7213	RU4	B	Rural 4 Zone		yes
008983089	A	28.7786	RU4	B	Rural 4 Zone		yes
000107140	A	37.9115	RU4	B	Rural 4 Zone	yes	yes
008747725	A	39.2367	RU4	B	Rural 4 Zone		yes
009791833	A	4.1992	RM1	V	Resource Management 1 Zone		yes
010813438	C	49.1016	RM5	A	Resource Management 5 Zone		
	C	3.9315	RM1	B	Resource Management 1 Zone		
009449353	C	10.7827	RM1	B	Resource Management 1 Zone		yes
	C	12.9460	RM1	B	Resource Management 1 Zone		
015721663	C	14.9628	RM1	B	Resource Management 1 Zone		
010968954	C	16.1115	RM1	B	Resource Management 1 Zone		
006285538	C	20.6572	RM1	B	Resource Management 1 Zone		yes
	C	21.7619	RM1	B	Resource Management 1 Zone		yes
009448918	C	24.4486	RM1	B	Resource Management 1 Zone		yes
010812199	C	29.4044	RM1	B	Resource Management 1 Zone		yes
010965149	C	34.3014	RM1	B	Resource Management 1 Zone		yes
006282784	C	34.7074	RM1	B	Resource Management 1 Zone		yes
010969519	C	38.3986	RM1	B	Resource Management 1 Zone		
010812253	C	40.5474	RM1	B	Resource Management 1 Zone		yes
	C	53.4547	RM1	B	Resource Management 1 Zone		yes
000853623	C	0.3174	RM2	B	Resource Management 4 Zone	yes	
000853658	C	0.3574	RM2	B	Resource Management 4 Zone	yes	
000832901	C	0.8249	RM2	B	Resource Management 4 Zone	yes	
002376245	C	1.0904	RM2	B	Rural 6 Zone	yes	yes
000853607	C	1.3241	RM2	B	Resource Management 4 Zone	yes	yes
000829030	C	1.6074	RM2	B	Resource Management 4 Zone	yes	yes
000853631	C	1.7530	RM2	B	Resource Management 4 Zone	yes	yes
000853640	C	2.0031	RM2	B	Resource Management 4 Zone	yes	
000832910	C	3.5353	RM2	B	Resource Management 4 Zone	yes	yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
000875953	C	4.3814	RM2	B	Resource Management 5 Zone	yes	yes
000853615	C	6.2713	RM2	B	Resource Management 4 Zone	yes	
005994861	C	7.0440	RM2	B	Resource Management 4 Zone		
002375656	C	7.0678	RM2	B	Resource Management 4 Zone	yes	
008997306	C	7.4725	RM2	B	Resource Management 4 Zone	yes	yes
009000984	C	10.0941	RM2	B	Resource Management 4 Zone	yes	yes
002375516	C	12.0963	RM2	B	Resource Management 4 Zone	yes	
003031829	C	12.8844	RM2	B	Resource Management 5 Zone	yes	yes
025877127	C	13.5803	RM2	B	Resource Management 2 Zone		yes
000875872	C	13.7911	RM2	B	Resource Management 5 Zone		
006751806	C	15.6326	RM2	B	Resource Management 4 Zone	yes	yes
002375672	C	15.8991	RM2	B	Resource Management 4 Zone	yes	yes
008738700	C	15.9674	RM2	B	Resource Management 5 Zone	yes	
005994861	C	16.0818	RM2	B	Resource Management 4 Zone		
009789383	C	17.1836	RM2	B	Resource Management 4 Zone	yes	yes
008997292	C	17.5486	RM2	B	Resource Management 4 Zone	yes	yes
002376245	C	19.8569	RM2	B	Resource Management 4 Zone	yes	yes
008720967	C	19.9878	RM2	B	Resource Management 4 Zone	yes	
008731438	C	20.4088	RM2	B	Resource Management 5 Zone		
008720720	C	22.3992	RM2	B	Resource Management 4 Zone	yes	
009002774	C	22.4469	RM2	B	Resource Management 4 Zone	yes	yes
009001875	C	22.9804	RM2	B	Resource Management 4 Zone	yes	yes
008996156	C	23.0083	RM2	B	Resource Management 4 Zone	yes	yes
009002812	C	24.2392	RM2	B	Resource Management 4 Zone		yes
009002855	C	24.3201	RM2	B	Resource Management 4 Zone		yes
002375419	C	24.6867	RM2	B	Resource Management 4 Zone	yes	yes
002375443	C	24.7505	RM2	B	Resource Management 4 Zone	yes	yes
009002910	C	26.0856	RM2	B	Resource Management 4 Zone	yes	
009771824	C	26.2514	RM2	B	Resource Management 4 Zone	yes	yes
008996067	C	26.8355	RM2	B	Resource Management 4 Zone	yes	yes
009001883	C	27.4428	RM2	B	Resource Management 4 Zone	yes	
009771832	C	27.5173	RM2	B	Resource Management 4 Zone	yes	yes
003031861	C	28.1700	RM2	B	Resource Management 4 Zone		yes
008996024	C	28.3771	RM2	B	Resource Management 4 Zone	yes	
009771859	C	30.0004	RM2	B	Resource Management 4 Zone	yes	yes
	C	30.8555	RM2	B	Resource Management 4 Zone		
008720746	C	33.2958	RM2	B	Resource Management 4 Zone		yes
002375338	C	35.0189	RM2	B	Resource Management 4 Zone	yes	yes
002375311	C	35.3078	RM2	B	Resource Management 4 Zone	yes	
009001905	C	36.5503	RM2	B	Resource Management 4 Zone	yes	
002375508	C	37.2660	RM2	B	Resource Management 4 Zone	yes	
002425394	C	37.3281	RM2	B	Resource Management 4 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
008996890	C	37.7118	RM2	B	Resource Management 4 Zone	yes	yes
002375541	C	37.8045	RM2	B	Resource Management 4 Zone	yes	yes
002375303	C	38.0797	RM2	B	Resource Management 4 Zone	yes	
009002936	C	38.3316	RM2	B	Resource Management 4 Zone	yes	
008997241	C	38.4683	RM2	B	Resource Management 4 Zone	yes	
002375583	C	38.4814	RM2	B	Resource Management 4 Zone	yes	yes
008996946	C	38.9832	RM2	B	Resource Management 4 Zone	yes	yes
008997021	C	39.6973	RM2	B	Resource Management 4 Zone	yes	yes
008997047	C	39.7467	RM2	B	Resource Management 4 Zone	yes	yes
008997136	C	39.7548	RM2	B	Resource Management 4 Zone	yes	
008997110	C	39.8443	RM2	B	Resource Management 4 Zone	yes	
008995923	C	39.9537	RM2	B	Resource Management 4 Zone	yes	yes
008996962	C	40.0090	RM2	B	Resource Management 4 Zone	yes	yes
008997055	C	40.0486	RM2	B	Resource Management 4 Zone	yes	yes
008996954	C	40.1552	RM2	B	Resource Management 4 Zone	yes	yes
008997233	C	40.2213	RM2	B	Resource Management 4 Zone	yes	
008997195	C	40.4658	RM2	B	Resource Management 4 Zone	yes	
002375567	C	40.4982	RM2	B	Resource Management 4 Zone	yes	yes
008997250	C	40.6558	RM2	B	Resource Management 4 Zone	yes	
008996113	C	40.8139	RM2	B	Resource Management 4 Zone	yes	
008997098	C	40.9352	RM2	B	Resource Management 4 Zone	yes	
008997161	C	41.0185	RM2	B	Resource Management 4 Zone	yes	
002375621	C	41.9143	RM2	B	Resource Management 4 Zone	yes	yes
008996920	C	41.9490	RM2	B	Resource Management 4 Zone	yes	yes
002375486	C	42.3543	RM2	B	Resource Management 4 Zone	yes	
008996903	C	42.5183	RM2	B	Resource Management 4 Zone	yes	
009003029	C	42.6313	RM2	B	Resource Management 4 Zone	yes	yes
009002979	C	43.3258	RM2	B	Resource Management 4 Zone	yes	
000107140	C	54.7285	RM2	B	Resource Management 5 Zone	yes	yes
002375478	C	57.0346	RM2	B	Resource Management 4 Zone	yes	yes
006525792	C	69.5296	RM2	B	Resource Management 4 Zone	yes	
008721084	C	73.9603	RM2	B	Resource Management 4 Zone	yes	
000107140	C	81.9952	RM2	B	Resource Management 5 Zone	yes	yes
005994926	C	93.6987	RM2	B	Resource Management 4 Zone		
005994861	C	114.4824	RM2	B	Resource Management 5 Zone		
005994900	C	189.6467	RM2	B	Resource Management 4 Zone		
008738700	C	662.7867	RM2	B	Resource Management 5 Zone	yes	
005201870	C	79.5053	RM7	B	Resource Management 7 Zone		yes
000853551	C	1.1925	RM9	B	Resource Management 9 Zone		yes
001454218	C	1.2443	RM9	B	Resource Management 9 Zone		
012692611	C	2.6902	RM9	B	Resource Management 9 Zone		yes
000853593	C	2.7625	RM9	B	Resource Management 9 Zone		yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009789677	C	3.6650	RM9	B	Resource Management 9 Zone		
002262371	C	4.1144	RM9	B	Resource Management 9 Zone		
009559302	C	4.6952	RM9	B	Resource Management 9 Zone		yes
025730746	C	4.9264	RM9	B	Resource Management 9 Zone		
003823032	C	6.2956	RM9	B	Resource Management 9 Zone		yes
026083477	C	6.8733	RM9	B	Resource Management 9 Zone		
009791698	C	7.3765	RM9	B	Resource Management 9 Zone		yes
009791027	C	7.7318	RM9	B	Resource Management 9 Zone		yes
017888085	C	8.0669	RM9	B	Resource Management 9 Zone		
017888107	C	8.0939	RM9	B	Resource Management 9 Zone		
000010286	C	8.4886	RM9	B	Resource Management 9 Zone		
008738602	C	10.2380	RM9	B	Resource Management 9 Zone		yes
005201870	C	10.8836	RM9	B	Resource Management 9 Zone		yes
000376116	C	14.6905	RM9	B	Resource Management 9 Zone		
001772503	C	15.6746	RM9	B	Resource Management 9 Zone		yes
009791515	C	16.2275	RM9	B	Resource Management 9 Zone		yes
009466363	C	19.9237	RM9	B	Resource Management 9 Zone		yes
009465880	C	19.9470	RM9	B	Resource Management 9 Zone		
009466053	C	20.0640	RM9	B	Resource Management 9 Zone		
009466410	C	21.1619	RM9	B	Resource Management 9 Zone		yes
009789723	C	22.7006	RM9	B	Resource Management 9 Zone		yes
000010294	C	23.5795	RM9	B	Resource Management 9 Zone		
006282733	C	25.0150	RM9	B	Resource Management 9 Zone		
009466479	C	25.9654	RM9	B	Resource Management 9 Zone		yes
004737300	C	26.9631	RM9	B	Resource Management 9 Zone		yes
025977547	C	27.5558	RM9	B	Resource Management 9 Zone		
008738661	C	29.7584	RM9	B	Resource Management 9 Zone		
009790802	C	32.4080	RM9	B	Resource Management 9 Zone		
010789073	C	33.9575	RM9	B	Resource Management 9 Zone		
009466002	C	40.1741	RM9	B	Resource Management 9 Zone		
002698439	C	40.4400	RM9	B	Resource Management 9 Zone		yes
009465707	C	40.8016	RM9	B	Resource Management 9 Zone		
009465987	C	41.3161	RM9	B	Resource Management 9 Zone		
009465774	C	41.3647	RM9	B	Resource Management 9 Zone		
000013340	C	41.3792	RM9	B	Resource Management 9 Zone		
009465961	C	41.6406	RM9	B	Resource Management 9 Zone		
005202035	C	42.7448	RM9	B	Resource Management 9 Zone		yes
012736465	C	81.4825	RM9	B	Resource Management 9 Zone		
000010278	C	145.9094	RM9	B	Resource Management 9 Zone		
008739668	C	1234.0163	RM9	B	Resource Management 9 Zone		
023239182	C	15.8348	RU9	B	Rural 9 Zone		
009425730	C	29.5382	RU9	B	Rural 9 Zone		

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009789341	C	41.1088	RU9	B	Rural 9 Zone		yes
	C	0.4322	RU1	D	Rural 6 Zone		yes
000853569	C	1.2072	RU1	D	Rural 6 Zone	yes	yes
008999406	C	1.9880	RU1	D	Rural 6 Zone		yes
006283632	C	5.3734	RU1	D	Rural 1 Zone		
006281036	C	6.8839	RU1	D	Rural 1 Zone		yes
024510696	C	8.8623	RU1	D	Rural 6 Zone		yes
010804218	C	10.2404	RU1	D	Rural 6 Zone		yes
009002464	C	12.6721	RU1	D	Rural 6 Zone		yes
006281052	C	12.7382	RU1	D	Rural 1 Zone		
006280838	C	12.7425	RU1	D	Rural 1 Zone		yes
006321658	C	13.5978	RU1	D	Rural 1 Zone		yes
006280765	C	13.7916	RU1	D	Rural 1 Zone		yes
006280803	C	13.8840	RU1	D	Rural 1 Zone		yes
006283543	C	14.3893	RU1	D	Rural 1 Zone		yes
010812440	C	16.2929	RU1	D	Rural 1 Zone		yes
010804269	C	16.4429	RU1	D	Rural 6 Zone		yes
006281028	C	18.2574	RU1	D	Rural 1 Zone		yes
006282709	C	19.9799	RU1	D	Rural 1 Zone		
006282717	C	20.6229	RU1	D	Rural 1 Zone		
003031713	C	21.3998	RU1	D	Rural 6 Zone	yes	yes
008995851	C	22.8223	RU1	D	Rural 6 Zone	yes	yes
003031799	C	23.2098	RU1	D	Rural 6 Zone	yes	yes
006282695	C	24.1774	RU1	D	Rural 1 Zone		yes
009789537	C	31.4218	RU1	D	Rural 6 Zone	yes	yes
000107140	C	31.5233	RU1	D	Rural 6 Zone	yes	yes
009789570	C	37.3727	RU1	D	Rural 6 Zone	yes	yes
008721491	C	37.4108	RU1	D	Rural 7 Zone	yes	yes
005799074	C	44.3452	RU1	D	Rural 7 Zone	yes	yes
000832634	C	0.2688	RM4	V	Resource Management 4 Zone	yes	
	C	0.3504	RM4	V	Resource Management 4 Zone		
000828572	C	0.5154	RM4	V	Resource Management 4 Zone	yes	
000853305	C	2.3110	RM4	V	Resource Management 4 Zone		
008720665	C	1.4149	RM5	V	Resource Management 5 Zone		
010488677	C	4.8760	RM5	V	Resource Management 5 Zone		
000853577	C	1.2819	RU6	V	Rural 6 Zone	yes	yes
008738785	C	0.1797	A-1		Resource Management 4 Zone	yes	
006751881	C	0.3237	A-1		Resource Management 4 Zone	yes	
009842560	C	0.7290	A-1		Resource Management 4 Zone		
009458549	C	0.7883	A-1		Resource Management 4 Zone	yes	yes
009041508	C	0.8433	A-1		Resource Management 4 Zone	yes	
000852376	C	1.1832	A-1		Resource Management 4 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
	C	1.5582	A-1		Resource Management 4 Zone		
006281028	C	1.6219	A-1		Resource Management 4 Zone		yes
011245000	C	2.0268	A-1		Resource Management 4 Zone		
023019964	C	2.3695	A-1		Resource Management 4 Zone		
008713910	C	2.4586	A-1		Resource Management 4 Zone		
000854671	C	2.6309	A-1		Resource Management 4 Zone		yes
000836770	C	2.8080	A-1		Resource Management 4 Zone	yes	
009041451	C	2.9256	A-1		Resource Management 4 Zone	yes	
023019956	C	2.9783	A-1		Resource Management 4 Zone		
	C	3.0171	A-1		Resource Management 4 Zone		
009837221	C	4.0081	A-1		Resource Management 4 Zone	yes	
	C	5.1360	A-1		Resource Management 4 Zone		yes
000834963	C	5.4674	A-1		Resource Management 4 Zone	yes	
009044370	C	5.9678	A-1		Resource Management 4 Zone	yes	
009044493	C	6.1171	A-1		Resource Management 4 Zone	yes	
006182941	C	6.4647	A-1		Resource Management 4 Zone	yes	yes
009841229	C	6.6053	A-1		Resource Management 4 Zone	yes	
000836788	C	6.9167	A-1		Resource Management 4 Zone	yes	
000854735	C	8.0066	A-1		Resource Management 4 Zone	yes	
006182798	C	8.0755	A-1		Recreation 4 Zone		yes
009842527	C	8.1238	A-1		Resource Management 4 Zone	yes	
000116416	C	8.5492	A-1		Resource Management 4 Zone	yes	
010963545	C	10.1783	A-1		Resource Management 4 Zone		
010963499	C	10.4539	A-1		Resource Management 4 Zone		
023019972	C	11.1472	A-1		Resource Management 4 Zone		
000834971	C	11.6038	A-1		Resource Management 4 Zone	yes	
009837191	C	11.7203	A-1		Resource Management 4 Zone	yes	
009041214	C	11.9340	A-1		Resource Management 4 Zone	yes	
006281052	C	12.4691	A-1		Resource Management 4 Zone		
000836737	C	12.9235	A-1		Resource Management 4 Zone	yes	
000854760	C	13.1637	A-1		Resource Management 4 Zone	yes	
000852295	C	13.3083	A-1		Resource Management 4 Zone	yes	yes
009458549	C	13.8311	A-1		Resource Management 5 Zone	yes	yes
009490876	C	14.0450	A-1		Resource Management 5 Zone	yes	yes
006283594	C	14.1479	A-1		Resource Management 4 Zone		yes
010964240	C	14.3598	A-1		Resource Management 4 Zone		
006281036	C	14.4031	A-1		Resource Management 4 Zone		yes
009837370	C	14.5253	A-1		Resource Management 4 Zone	yes	
000836796	C	15.1326	A-1		Resource Management 4 Zone	yes	
010964169	C	15.9938	A-1		Resource Management 4 Zone		
009842781	C	16.2555	A-1		Resource Management 4 Zone	yes	
006182909	C	16.4427	A-1		Resource Management 5 Zone	yes	yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009425128	C	16.9217	A-1		Resource Management 4 Zone	yes	yes
009041133	C	17.3529	A-1		Resource Management 4 Zone	yes	
005994985	C	17.7550	A-1		Resource Management 4 Zone		
000834807	C	18.0404	A-1		Resource Management 4 Zone	yes	
023019948	C	18.2211	A-1		Resource Management 4 Zone		
000002984	C	18.7084	A-1		Resource Management 4 Zone		
010789031	C	18.7284	A-1		Resource Management 4 Zone		yes
009458531	C	18.7820	A-1		Resource Management 4 Zone	yes	
009425161	C	18.8079	A-1		Resource Management 4 Zone		yes
000836729	C	19.0428	A-1		Resource Management 4 Zone	yes	
009452541	C	19.2925	A-1		Resource Management 4 Zone	yes	
012568597	C	19.3846	A-1		Resource Management 4 Zone		
012568635	C	19.4813	A-1		Resource Management 4 Zone		
010209654	C	20.2468	A-1		Resource Management 4 Zone	yes	
012568686	C	20.3503	A-1		Resource Management 4 Zone		
012568643	C	20.8076	A-1		Resource Management 4 Zone		
009455582	C	21.0524	A-1		Resource Management 4 Zone	yes	
008742057	C	21.4921	A-1		Resource Management 4 Zone		
010974644	C	22.3459	A-1		Resource Management 4 Zone		
009455531	C	22.8909	A-1		Resource Management 4 Zone	yes	
009837230	C	23.5173	A-1		Resource Management 4 Zone	yes	
008720703	C	24.5746	A-1		Resource Management 4 Zone	yes	
006321658	C	24.7156	A-1		Resource Management 4 Zone		
009840991	C	25.4970	A-1		Resource Management 4 Zone	yes	
009041486	C	26.1423	A-1		Resource Management 4 Zone	yes	
009045732	C	26.2823	A-1		Resource Management 4 Zone	yes	
017049652	C	27.2766	A-1		Resource Management 4 Zone		
008745480	C	27.9917	A-1		Resource Management 4 Zone	yes	
002376091	C	32.0397	A-1		Resource Management 4 Zone	yes	
010788964	C	32.2975	A-1		Resource Management 4 Zone		
009841024	C	32.5693	A-1		Resource Management 4 Zone	yes	
009455671	C	32.6046	A-1		Resource Management 4 Zone	yes	
005994969	C	32.8002	A-1		Resource Management 4 Zone		
	C	32.8313	A-1		Resource Management 4 Zone		
008742103	C	33.1362	A-1		Resource Management 4 Zone		
010722106	C	33.2609	A-1		Resource Management 4 Zone		
009455655	C	34.1476	A-1		Resource Management 4 Zone	yes	
002376041	C	34.9486	A-1		Resource Management 4 Zone	yes	
009424890	C	35.2606	A-1		Resource Management 4 Zone	yes	
009040056	C	35.6761	A-1		Resource Management 4 Zone	yes	
010968709	C	36.1469	A-1		Resource Management 4 Zone		
009449906	C	36.7569	A-1		Resource Management 4 Zone	yes	yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009449868	C	37.0163	A-1		Resource Management 4 Zone	yes	
002376067	C	37.0426	A-1		Resource Management 4 Zone	yes	
009449949	C	37.4922	A-1		Resource Management 4 Zone	yes	
009039082	C	37.5480	A-1		Resource Management 4 Zone	yes	
009457879	C	37.7428	A-1		Resource Management 4 Zone	yes	
009840869	C	37.7449	A-1		Resource Management 4 Zone	yes	
009449850	C	38.1689	A-1		Resource Management 4 Zone	yes	
009039121	C	38.3862	A-1		Resource Management 4 Zone	yes	
009039091	C	38.4940	A-1		Resource Management 4 Zone	yes	
009449931	C	38.5778	A-1		Resource Management 4 Zone	yes	
009457844	C	38.7037	A-1		Resource Management 4 Zone	yes	
009449922	C	38.9498	A-1		Resource Management 4 Zone	yes	
009039112	C	38.9534	A-1		Resource Management 4 Zone	yes	
009039023	C	38.9761	A-1		Resource Management 4 Zone	yes	
009449884	C	39.0520	A-1		Resource Management 4 Zone	yes	
009039139	C	39.1430	A-1		Resource Management 4 Zone	yes	
009449892	C	39.2139	A-1		Resource Management 4 Zone	yes	
002375770	C	39.2267	A-1		Resource Management 4 Zone	yes	
009045899	C	39.5424	A-1		Resource Management 4 Zone		
009449965	C	39.9065	A-1		Resource Management 4 Zone	yes	
010968555	C	40.4344	A-1		Resource Management 4 Zone		
002376105	C	40.6393	A-1		Resource Management 4 Zone	yes	
009039198	C	40.6781	A-1		Resource Management 4 Zone	yes	
009039031	C	40.7814	A-1		Resource Management 4 Zone	yes	
009039058	C	40.8569	A-1		Resource Management 4 Zone	yes	
009424920	C	40.9753	A-1		Resource Management 4 Zone	yes	
009837302	C	41.1672	A-1		Resource Management 4 Zone	yes	
009424938	C	41.1843	A-1		Resource Management 4 Zone	yes	
009449817	C	41.2512	A-1		Resource Management 4 Zone	yes	
008720681	C	41.5600	A-1		Resource Management 4 Zone	yes	
002376130	C	41.5708	A-1		Resource Management 4 Zone	yes	
009449833	C	41.5748	A-1		Resource Management 4 Zone	yes	
009449841	C	41.8010	A-1		Resource Management 4 Zone	yes	
009039066	C	41.8428	A-1		Resource Management 4 Zone	yes	
009039384	C	41.9360	A-1		Resource Management 4 Zone		
009039155	C	41.9734	A-1		Resource Management 4 Zone	yes	
010969276	C	41.9788	A-1		Resource Management 4 Zone		
009424911	C	41.9943	A-1		Resource Management 4 Zone	yes	
009039244	C	42.1184	A-1		Resource Management 4 Zone	yes	
009039210	C	42.1783	A-1		Resource Management 4 Zone	yes	
009424903	C	42.4793	A-1		Resource Management 4 Zone	yes	
009039406	C	42.5551	A-1		Resource Management 4 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
010963600	C	42.6443	A-1		Resource Management 4 Zone		yes
009039171	C	43.0677	A-1		Resource Management 4 Zone	yes	
010453741	C	44.4528	A-1		Resource Management 4 Zone	yes	
009040072	C	49.7059	A-1		Resource Management 4 Zone	yes	
009438823	C	54.1137	A-1		Resource Management 4 Zone	yes	
010813438	C	54.6077	A-1		Resource Management 4 Zone		
008015899	C	54.6913	A-1		Resource Management 4 Zone	yes	
009425187	C	57.6626	A-1		Resource Management 4 Zone		
010380981	C	57.7939	A-1		Resource Management 4 Zone	yes	
	C	58.5385	A-1		Resource Management 4 Zone		
008015929	C	63.3014	A-1		Resource Management 4 Zone	yes	
009841121	C	64.4078	A-1		Resource Management 4 Zone	yes	
008742090	C	64.4205	A-1		Resource Management 4 Zone		
009842764	C	64.4682	A-1		Resource Management 4 Zone	yes	
009455507	C	64.9243	A-1		Resource Management 4 Zone	yes	
001557840	C	65.2817	A-1		Resource Management 4 Zone	yes	
009039490	C	65.3209	A-1		Resource Management 4 Zone	yes	
009580522	C	65.8026	A-1		Resource Management 4 Zone		yes
009837434	C	66.0189	A-1		Resource Management 4 Zone	yes	
009455710	C	67.5113	A-1		Resource Management 4 Zone	yes	
000836303	C	69.2189	A-1		Resource Management 4 Zone	yes	
009425055	C	72.8687	A-1		Resource Management 4 Zone	yes	
012736643	C	74.4189	A-1		Resource Management 4 Zone		
009045805	C	74.7799	A-1		Resource Management 4 Zone	yes	
000836877	C	75.3062	A-1		Resource Management 4 Zone	yes	
000835421	C	81.9584	A-1		Resource Management 4 Zone	yes	
008720860	C	82.3841	A-1		Resource Management 4 Zone		yes
009455558	C	82.6400	A-1		Resource Management 4 Zone	yes	
009837256	C	87.9028	A-1		Resource Management 4 Zone	yes	
008720886	C	88.3612	A-1		Resource Management 4 Zone		
005092388	C	92.8557	A-1		Resource Management 4 Zone		
000836869	C	97.6367	A-1		Resource Management 4 Zone	yes	
008720827	C	97.8121	A-1		Resource Management 4 Zone	yes	
000836893	C	98.1037	A-1		Resource Management 4 Zone	yes	
006751903	C	98.2319	A-1		Resource Management 4 Zone	yes	
000836842	C	99.0674	A-1		Resource Management 4 Zone	yes	
009695257	C	106.0914	A-1		Resource Management 4 Zone	yes	
008745471	C	106.6840	A-1		Resource Management 4 Zone	yes	
008742081	C	111.5495	A-1		Resource Management 4 Zone		
009455728	C	112.2806	A-1		Resource Management 4 Zone	yes	
009841083	C	114.6704	A-1		Resource Management 4 Zone		
009455663	C	114.9603	A-1		Resource Management 4 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009842870	C	121.0829	A-1		Resource Management 4 Zone	yes	
001557815	C	121.4890	A-1		Resource Management 4 Zone	yes	
012736686	C	132.3750	A-1		Resource Management 4 Zone		
009455612	C	133.5446	A-1		Resource Management 4 Zone	yes	
009837418	C	133.5785	A-1		Resource Management 4 Zone	yes	
009842497	C	145.0352	A-1		Resource Management 4 Zone	yes	
009842438	C	145.5937	A-1		Resource Management 4 Zone	yes	
009439013	C	150.5209	A-1		Resource Management 4 Zone	yes	
009455744	C	160.9638	A-1		Resource Management 4 Zone	yes	
009438700	C	166.8921	A-1		Resource Management 4 Zone	yes	
009004700	C	167.0210	A-1		Resource Management 4 Zone	yes	
009840982	C	167.1307	A-1		Resource Management 4 Zone	yes	
002386844	C	169.3919	A-1		Resource Management 4 Zone	yes	
009041397	C	172.4855	A-1		Resource Management 4 Zone	yes	
009425667	C	176.7640	A-1		Resource Management 4 Zone	yes	
009842721	C	177.0617	A-1		Resource Management 4 Zone	yes	
009041346	C	178.0933	A-1		Resource Management 4 Zone	yes	
000836354	C	183.3375	A-1		Resource Management 4 Zone	yes	
000835030	C	187.5640	A-1		Resource Management 4 Zone	yes	
000836371	C	190.3180	A-1		Resource Management 4 Zone	yes	
000836290	C	198.4241	A-1		Resource Management 4 Zone	yes	
012736678	C	201.0784	A-1		Resource Management 4 Zone		yes
000836885	C	202.6972	A-1		Resource Management 4 Zone	yes	
009842586	C	204.9861	A-1		Resource Management 4 Zone	yes	
009438165	C	230.1306	A-1		Resource Management 4 Zone	yes	
000834980	C	235.1483	A-1		Resource Management 4 Zone	yes	
008738149	C	238.7788	A-1		Resource Management 4 Zone	yes	
001557866	C	238.7794	A-1		Resource Management 4 Zone	yes	
009040188	C	240.8865	A-1		Resource Management 4 Zone	yes	
009045783	C	243.9964	A-1		Resource Management 4 Zone	yes	
009842462	C	248.0617	A-1		Resource Management 4 Zone	yes	
000836818	C	251.5871	A-1		Resource Management 4 Zone	yes	
008720673	C	270.4267	A-1		Resource Management 4 Zone	yes	
000836800	C	273.3400	A-1		Resource Management 4 Zone	yes	
009837345	C	282.0493	A-1		Resource Management 4 Zone	yes	
009837329	C	283.3823	A-1		Resource Management 4 Zone	yes	
009841067	C	292.1415	A-1		Resource Management 4 Zone	yes	
008739633	C	296.5696	A-1		Resource Management 4 Zone	yes	
000836389	C	304.7157	A-1		Resource Management 4 Zone	yes	
009003835	C	305.0274	A-1		Resource Management 4 Zone	yes	
009045911	C	317.3242	A-1		Resource Management 4 Zone	yes	
024016748	C	331.4800	A-1		Resource Management 4 Zone		

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009842616	C	332.0277	A-1		Resource Management 4 Zone	yes	
009841105	C	339.1487	A-1		Resource Management 4 Zone		
000836419	C	348.1415	A-1		Resource Management 4 Zone	yes	
009837396	C	360.7122	A-1		Resource Management 4 Zone	yes	
000834998	C	362.4613	A-1		Resource Management 4 Zone	yes	
009842802	C	374.9006	A-1		Resource Management 4 Zone	yes	
000852180	C	379.0189	A-1		Resource Management 4 Zone	yes	yes
000835005	C	379.3237	A-1		Resource Management 4 Zone	yes	
009045848	C	411.5829	A-1		Resource Management 4 Zone	yes	
001557831	C	449.2525	A-1		Resource Management 4 Zone	yes	
009045341	C	458.3291	A-1		Resource Management 4 Zone	yes	
009041249	C	477.5462	A-1		Resource Management 4 Zone	yes	
000836362	C	482.5552	A-1		Resource Management 4 Zone	yes	
009041273	C	505.8213	A-1		Resource Management 4 Zone	yes	
012736635	C	548.8044	A-1		Resource Management 4 Zone		
009841156	C	576.8027	A-1		Resource Management 4 Zone	yes	
000835447	C	589.3930	A-1		Resource Management 4 Zone	yes	
025522612	C	591.6091	A-1		Resource Management 4 Zone		
009045767	C	603.0204	A-1		Resource Management 4 Zone	yes	
009695273	C	628.4291	A-1		Resource Management 4 Zone	yes	
009837361	C	657.9480	A-1		Resource Management 4 Zone	yes	
000854646	C	670.7246	A-1		Resource Management 4 Zone	yes	
000836907	C	694.4098	A-1		Resource Management 4 Zone	yes	
008475334	C	742.3996	A-1		Resource Management 4 Zone	yes	
000836851	C	808.9346	A-1		Resource Management 4 Zone	yes	
009695290	C	818.9790	A-1		Resource Management 4 Zone	yes	
000835391	C	820.8216	A-1		Resource Management 4 Zone	yes	
009842829	C	857.9935	A-1		Resource Management 4 Zone	yes	
008738262	C	914.1494	A-1		Resource Management 4 Zone	yes	
009045333	C	918.2896	A-1		Resource Management 4 Zone	yes	
008739617	C	950.0819	A-1		Resource Management 4 Zone	yes	
008738181	C	958.4623	A-1		Resource Management 4 Zone	yes	
009842403	C	984.3134	A-1		Resource Management 4 Zone	yes	
009438971	C	1005.5699	A-1		Resource Management 4 Zone	yes	
004616804	C	1034.8168	A-1		Resource Management 4 Zone	yes	
000835340	C	1075.1651	A-1		Resource Management 4 Zone	yes	
009842918	C	1085.6631	A-1		Resource Management 4 Zone	yes	
008243531	C	1149.3501	A-1		Resource Management 4 Zone	yes	
008741972	C	1175.6749	A-1		Resource Management 4 Zone		
001518836	C	1348.6073	A-1		Resource Management 4 Zone	yes	
009045015	C	1362.4889	A-1		Resource Management 4 Zone	yes	
009045368	C	1415.8890	A-1		Resource Management 4 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
000835021	C	1419.5278	A-1		Resource Management 4 Zone	yes	
009438947	C	1435.2454	A-1		Resource Management 4 Zone	yes	
009045309	C	1522.8941	A-1		Resource Management 4 Zone	yes	
009040137	C	1564.2480	A-1		Resource Management 4 Zone	yes	
000440817	C	1631.4686	A-1		Resource Management 4 Zone	yes	
009837272	C	1636.7879	A-1		Resource Management 4 Zone	yes	
000836401	C	1659.4578	A-1		Resource Management 4 Zone	yes	
009041427	C	1841.9864	A-1		Resource Management 4 Zone	yes	
000836397	C	1962.8967	A-1		Resource Management 4 Zone	yes	
009045252	C	2058.9792	A-1		Resource Management 4 Zone	yes	
000835285	C	2230.6817	A-1		Resource Management 4 Zone	yes	
008768641	C	2292.0665	A-1		Resource Management 4 Zone	yes	
000836711	C	2400.2851	A-1		Resource Management 4 Zone	yes	
002375745	C	2710.4196	A-1		Resource Management 4 Zone	yes	
009437886	C	3849.5702	A-1		Resource Management 4 Zone	yes	
009040986	C	8386.3933	A-1		Resource Management 4 Zone	yes	
008738785	C	15249.0168	A-1		Resource Management 4 Zone	yes	
009426388	E	0.0651	RM3	B	Resource Management 3 Zone	yes	yes
009424865	E	0.3995	RM3	B	Resource Management 3 Zone		yes
005648564	E	0.4642	RM3	B	Resource Management 3 Zone		yes
	E	0.6869	RM3	B	Resource Management 3 Zone		
009426337	E	0.8210	RM3	B	Resource Management 3 Zone	yes	yes
	E	0.9398	RM3	B	Resource Management 3 Zone		yes
009421831	E	1.5426	RM3	B	Resource Management 3 Zone		yes
009421980	E	4.4181	RM3	B	Resource Management 3 Zone		yes
009425870	E	4.4326	RM3	B	Resource Management 3 Zone	yes	yes
009540334	E	7.7546	RM3	B	Resource Management 3 Zone	yes	yes
006125794	E	9.8396	RM3	B	Resource Management 3 Zone		yes
006125387	E	9.8904	RM3	B	Resource Management 3 Zone		yes
006125727	E	10.0197	RM3	B	Resource Management 3 Zone		yes
006125743	E	10.0781	RM3	B	Resource Management 3 Zone		yes
006125671	E	10.0853	RM3	B	Resource Management 3 Zone		yes
006125654	E	10.1213	RM3	B	Resource Management 3 Zone		yes
006125590	E	10.2877	RM3	B	Resource Management 3 Zone		yes
006125301	E	10.3096	RM3	B	Resource Management 3 Zone		yes
006125841	E	10.4071	RM3	B	Resource Management 3 Zone		yes
006125247	E	10.7112	RM3	B	Resource Management 3 Zone		yes
006125271	E	11.7166	RM3	B	Resource Management 3 Zone		yes
009427171	E	12.3925	RM3	B	Resource Management 3 Zone	yes	yes
003799395	E	26.3797	RM3	B	Resource Management 3 Zone	yes	yes
009438076	E	26.5501	RM3	B	Resource Management 3 Zone	yes	
009425870	E	28.7899	RM3	B	Resource Management 3 Zone	yes	yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
009426086	E	31.9510	RM3	B	Resource Management 3 Zone	yes	yes
009426388	E	32.6784	RM3	B	Resource Management 3 Zone	yes	yes
009438301	E	36.5545	RM3	B	Resource Management 3 Zone	yes	
005629471	E	40.8391	RM3	B	Resource Management 3 Zone	yes	yes
no pid	E	53.6338	RM3	B	Resource Management 3 Zone		
009359061	E	57.9771	RM3	B	Resource Management 3 Zone	yes	yes
009360484	E	61.9956	RM3	B	Resource Management 3 Zone	yes	yes
010432639	E	64.0679	RM3	B	Resource Management 3 Zone		yes
009438815	E	78.3152	RM3	B	Resource Management 3 Zone	yes	yes
009438416	E	79.9180	RM3	B	Resource Management 3 Zone	yes	
009425918	E	92.9804	RM3	B	Resource Management 3 Zone	yes	yes
009438921	E	101.6598	RM3	B	Resource Management 3 Zone	yes	
009438611	E	111.2046	RM3	B	Resource Management 3 Zone	yes	
009438017	E	123.3283	RM3	B	Resource Management 3 Zone	yes	
009438041	E	160.9863	RM3	B	Resource Management 3 Zone	yes	yes
009540334	E	225.6461	RM3	B	Resource Management 3 Zone	yes	yes
010687441	E	276.2015	RM3	B	Resource Management 3 Zone		yes
009437959	E	848.0612	RM3	B	Resource Management 3 Zone	yes	
009449205	E	1071.6493	RM3	B	Resource Management 3 Zone	yes	yes
006884849	E	14.2569	RC1	D	Recreation 1 Zone		yes
001170228	E	20.2290	RC1	D	Recreation 1 Zone		yes
009421319	E	4.1997	RU5	D	Rural 5 Zone	yes	yes
001414763	E	4.2502	RU5	D	Rural 5 Zone		yes
	E	6.1295	RU5	D	Rural 5 Zone		yes
010576711	E	7.7569	RU5	D	Rural 5 Zone		yes
009355472	E	13.3720	RU5	D	Rural 5 Zone		yes
009355472	E	16.5491	RU5	D	Rural 5 Zone		yes
012305774	E	25.4992	RU5	D	Rural 5 Zone		yes
	F	0.1662	FR-1		Forestry/Resource 1		
	F	0.3311	FR-1		Forestry/Resource 1	yes	
	F	0.4298	FR-1		Forestry/Resource 1		
018339352	F	0.6958	FR-1		Forestry/Resource 1		yes
008707537	F	0.9820	FR-1		Forestry/Resource 1		
	F	1.1133	FR-1		Forestry/Resource 1		
009425446	F	2.0953	FR-1		Forestry/Resource 1	yes	
024937614	F	2.3591	FR-1		Forestry/Resource 1		
002978423	F	2.5456	FR-1		Forestry/Resource 1		yes
006749666	F	2.5524	FR-1		Forestry/Resource 1		yes
006631029	F	3.2014	FR-1		Forestry/Resource 1		yes
008676623	F	3.7900	FR-1		Forestry/Resource 1		
006708200	F	3.8796	FR-1		Forestry/Resource 1		yes
006631339	F	4.0385	FR-1		Forestry/Resource 1	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
006702350	F	4.0856	FR-1		Forestry/Resource 1		yes
006625053	F	4.3207	FR-1		Forestry/Resource 1		yes
001710346	F	4.5983	FR-1		Forestry/Resource 1		yes
007027575	F	4.8587	FR-1		Forestry/Resource 1		yes
006625134	F	4.9104	FR-1		Forestry/Resource 1	yes	yes
006749623	F	4.9142	FR-1		Forestry/Resource 1		yes
006749631	F	5.0384	FR-1		Forestry/Resource 1		yes
008739633	F	5.3289	FR-1		Forestry/Resource 1		
001710354	F	5.3826	FR-1		Forestry/Resource 1		yes
006749607	F	5.4011	FR-1		Forestry/Resource 1		yes
006626505	F	5.7590	FR-1		Forestry/Resource 1		yes
006901204	F	5.9362	FR-1		Forestry/Resource 1		yes
006901239	F	5.9750	FR-1		Forestry/Resource 1		yes
006901255	F	5.9952	FR-1		Forestry/Resource 1		yes
006901247	F	6.0400	FR-1		Forestry/Resource 1		yes
006710697	F	6.1681	FR-1		Forestry/Resource 1	yes	yes
006631118	F	6.1801	FR-1		Forestry/Resource 1	yes	yes
006749135	F	6.3127	FR-1		Forestry/Resource 1		yes
006710379	F	6.9328	FR-1		Forestry/Resource 1		yes
001710443	F	7.1574	FR-1		Forestry/Resource 1	yes	
006712657	F	7.4028	FR-1		Forestry/Resource 1		yes
006707963	F	7.5117	FR-1		Forestry/Resource 1		yes
001710419	F	7.5212	FR-1		Forestry/Resource 1	yes	yes
006705502	F	7.5959	FR-1		Forestry/Resource 1		yes
006629661	F	7.6153	FR-1		Forestry/Resource 1		yes
006706771	F	7.6241	FR-1		Forestry/Resource 1		yes
006955576	F	7.6278	FR-1		Forestry/Resource 1	yes	yes
006720552	F	7.6578	FR-1		Forestry/Resource 1		yes
006632408	F	7.7797	FR-1		Forestry/Resource 1	yes	
001710427	F	7.7900	FR-1		Forestry/Resource 1	yes	
006707696	F	7.8030	FR-1		Forestry/Resource 1		
006631878	F	7.8549	FR-1		Forestry/Resource 1		yes
006701477	F	7.8769	FR-1		Forestry/Resource 1		yes
008739579	F	7.9122	FR-1		Forestry/Resource 1	yes	
006722334	F	7.9345	FR-1		Forestry/Resource 1		
006701205	F	7.9613	FR-1		Forestry/Resource 1		yes
006722296	F	7.9704	FR-1		Forestry/Resource 1		
006707939	F	8.0486	FR-1		Forestry/Resource 1		
006705804	F	8.0638	FR-1		Forestry/Resource 1		yes
006701710	F	8.0651	FR-1		Forestry/Resource 1		
008570345	F	8.0871	FR-1		Forestry/Resource 1	yes	
006768504	F	8.0996	FR-1		Forestry/Resource 1		yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
001710435	F	8.1311	FR-1		Forestry/Resource 1	yes	
006722326	F	8.1892	FR-1		Forestry/Resource 1		
006772668	F	8.1972	FR-1		Forestry/Resource 1		yes
006772650	F	8.2135	FR-1		Forestry/Resource 1		yes
006713025	F	8.2549	FR-1		Forestry/Resource 1		
006700942	F	8.2554	FR-1		Forestry/Resource 1		yes
006702503	F	8.2561	FR-1		Forestry/Resource 1		yes
006632360	F	8.3263	FR-1		Forestry/Resource 1	yes	
006772641	F	8.3300	FR-1		Forestry/Resource 1		yes
006696481	F	8.3404	FR-1		Forestry/Resource 1		yes
006632289	F	8.3625	FR-1		Forestry/Resource 1	yes	
006710689	F	8.3956	FR-1		Forestry/Resource 1	yes	
006710549	F	8.4018	FR-1		Forestry/Resource 1		
006710638	F	8.4174	FR-1		Forestry/Resource 1		yes
006712959	F	8.4581	FR-1		Forestry/Resource 1		
006710514	F	8.4832	FR-1		Forestry/Resource 1		
006710671	F	8.5003	FR-1		Forestry/Resource 1	yes	
006772633	F	8.5292	FR-1		Forestry/Resource 1		yes
006772617	F	8.5611	FR-1		Forestry/Resource 1		yes
006631142	F	8.5631	FR-1		Forestry/Resource 1	yes	
006712932	F	8.6014	FR-1		Forestry/Resource 1		
006712525	F	8.6109	FR-1		Forestry/Resource 1		yes
006710662	F	8.6996	FR-1		Forestry/Resource 1	yes	
006625118	F	8.7432	FR-1		Forestry/Resource 1	yes	yes
006772609	F	8.9253	FR-1		Forestry/Resource 1		yes
006710751	F	9.1105	FR-1		Forestry/Resource 1	yes	
006707777	F	9.1855	FR-1		Forestry/Resource 1		
006707572	F	9.2242	FR-1		Forestry/Resource 1		
006768547	F	9.2409	FR-1		Forestry/Resource 1		yes
001710451	F	9.2456	FR-1		Forestry/Resource 1	yes	
006713688	F	9.5571	FR-1		Forestry/Resource 1		
006712576	F	9.6061	FR-1		Forestry/Resource 1		
006713637	F	9.8994	FR-1		Forestry/Resource 1		
027599523	F	10.7120	FR-1		Forestry/Resource 1	yes	yes
001013319	F	10.7543	FR-1		Forestry/Resource 1		yes
001710338	F	11.2681	FR-1		Forestry/Resource 1	yes	yes
001710460	F	11.4625	FR-1		Forestry/Resource 1	yes	
006955541	F	11.6545	FR-1		Forestry/Resource 1	yes	yes
006631321	F	11.8737	FR-1		Forestry/Resource 1	yes	yes
006710778	F	11.9000	FR-1		Forestry/Resource 1	yes	
006631177	F	12.0476	FR-1		Forestry/Resource 1	yes	yes
001710362	F	13.0512	FR-1		Forestry/Resource 1	yes	yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
001710401	F	13.6236	FR-1		Forestry/Resource 1	yes	yes
006768431	F	14.1035	FR-1		Forestry/Resource 1		yes
001710389	F	14.8747	FR-1		Forestry/Resource 1	yes	yes
006768474	F	15.0475	FR-1		Forestry/Resource 1		yes
006713734	F	15.6021	FR-1		Forestry/Resource 1		
008739617	F	16.0404	FR-1		Forestry/Resource 1		
006955614	F	16.2502	FR-1		Forestry/Resource 1	yes	yes
006626475	F	16.3379	FR-1		Forestry/Resource 1		yes
008738505	F	17.0282	FR-1		Forestry/Resource 1		yes
005240476	F	17.3114	FR-1		Forestry/Resource 1	yes	yes
006956092	F	17.8653	FR-1		Forestry/Resource 1	yes	yes
024937606	F	18.5877	FR-1		Forestry/Resource 1		
008570451	F	20.9871	FR-1		Forestry/Resource 1	yes	
001710371	F	20.9988	FR-1		Forestry/Resource 1	yes	yes
008713731	F	21.0583	FR-1		Forestry/Resource 1		
009672095	F	22.5200	FR-1		Forestry/Resource 1	yes	yes
008713758	F	23.3382	FR-1		Forestry/Resource 1		
006771360	F	24.0308	FR-1		Forestry/Resource 1	yes	yes
008739561	F	24.5588	FR-1		Forestry/Resource 1	yes	
026227398	F	28.2142	FR-1		Forestry/Resource 1		
009360433	F	29.8417	FR-1		Forestry/Resource 1	yes	yes
006619231	F	31.2493	FR-1		Forestry/Resource 1		yes
009426108	F	31.3839	FR-1		Forestry/Resource 1	yes	
006618871	F	31.8329	FR-1		Forestry/Resource 1	yes	yes
006618898	F	32.4905	FR-1		Forestry/Resource 1	yes	yes
008570400	F	34.4148	FR-1		Forestry/Resource 1	yes	
010592423	F	35.4284	FR-1		Forestry/Resource 1		yes
008739552	F	36.1958	FR-1		Forestry/Resource 1	yes	
008713791	F	37.9793	FR-1		Forestry/Resource 1	yes	
008570388	F	38.7520	FR-1		Forestry/Resource 1	yes	
006605524	F	42.1257	FR-1		Forestry/Resource 1	yes	
008697175	F	46.3480	FR-1		Forestry/Resource 1		
008737894	F	48.3508	FR-1		Forestry/Resource 1	yes	
008739544	F	49.8985	FR-1		Forestry/Resource 1	yes	
005240590	F	50.0633	FR-1		Forestry/Resource 1	yes	yes
008737941	F	51.3238	FR-1		Forestry/Resource 1	yes	
009438106	F	56.2088	FR-1		Forestry/Resource 1	yes	yes
006632033	F	61.4850	FR-1		Forestry/Resource 1		
006632467	F	67.7078	FR-1		Forestry/Resource 1	yes	
008737975	F	75.9602	FR-1		Forestry/Resource 1	yes	
008428514	F	78.0337	FR-1		Forestry/Resource 1	yes	
006634893	F	80.5392	FR-1		Forestry/Resource 1		

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
008738084	F	81.1576	FR-1		Forestry/Resource 1	yes	
008739595	F	88.5385	FR-1		Forestry/Resource 1	yes	
008737983	F	93.8222	FR-1		Forestry/Resource 1	yes	
009425977	F	94.4026	FR-1		Forestry/Resource 1		yes
007578725	F	100.2999	FR-1		Forestry/Resource 1	yes	yes
008713821	F	100.8810	FR-1		Forestry/Resource 1	yes	
010593349	F	106.7646	FR-1		Forestry/Resource 1		
026227380	F	112.0281	FR-1		Forestry/Resource 1		
011523123	F	134.2125	FR-1		Forestry/Resource 1	yes	
008738106	F	174.5794	FR-1		Forestry/Resource 1	yes	
008697051	F	183.8010	FR-1		Forestry/Resource 1		
008739650	F	195.1990	FR-1		Forestry/Resource 1		
005240646	F	197.6202	FR-1		Forestry/Resource 1	yes	yes
008738122	F	243.1709	FR-1		Forestry/Resource 1	yes	
008428531	F	250.7261	FR-1		Forestry/Resource 1	yes	
008715122	F	259.2960	FR-1		Forestry/Resource 1	yes	
009438688	F	280.1648	FR-1		Forestry/Resource 1	yes	yes
008707634	F	282.6060	FR-1		Forestry/Resource 1	yes	
008738165	F	294.0990	FR-1		Forestry/Resource 1	yes	
009438343	F	311.7046	FR-1		Forestry/Resource 1	yes	
009438254	F	343.3849	FR-1		Forestry/Resource 1	yes	yes
008739706	F	444.4214	FR-1		Forestry/Resource 1	yes	
006441149	F	455.0670	FR-1		Forestry/Resource 1		yes
009438149	F	520.1534	FR-1		Forestry/Resource 1	yes	
008738149	F	584.9267	FR-1		Forestry/Resource 1	yes	
009438173	F	621.3007	FR-1		Forestry/Resource 1	yes	
009438432	F	703.3323	FR-1		Forestry/Resource 1	yes	
008014876	F	772.1762	FR-1		Forestry/Resource 1	yes	
009438564	F	1053.2380	FR-1		Forestry/Resource 1	yes	yes
008732426	F	1247.5991	FR-1		Forestry/Resource 1		yes
009438793	F	1489.7631	FR-1		Forestry/Resource 1	yes	
006690343	F	1711.0280	FR-1		Forestry/Resource 1	yes	yes
	F	0.5612	P-2		Parks and Open Space 2		yes
	F	1.1901	P-2		Parks and Open Space 2		yes
026919826	F	1.4754	P-2		Parks and Open Space 2		yes
026919818	F	1.4759	P-2		Parks and Open Space 2		yes
003366260	F	2.0235	P-2		Parks and Open Space 2		yes
009449183	F	2.0758	P-2		Parks and Open Space 2		yes
000244180	F	2.9325	P-2		Parks and Open Space 2		yes
006903215	F	3.2971	P-2		Parks and Open Space 2		yes
006903347	F	3.3109	P-2		Parks and Open Space 2		yes
004304705	F	4.0177	P-2		Parks and Open Space 2		yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
	F	4.3816	P-2		Parks and Open Space 2		yes
007021593	F	4.9435	P-2		Parks and Open Space 2		yes
004304811	F	6.6515	P-2		Parks and Open Space 2		yes
006755780	F	6.7377	P-2		Parks and Open Space 2		yes
006903363	F	6.7702	P-2		Parks and Open Space 2		yes
006241336	F	6.7792	P-2		Parks and Open Space 2		yes
006749143	F	7.1002	P-2		Parks and Open Space 2		yes
006903479	F	7.7066	P-2		Parks and Open Space 2		yes
006903452	F	7.7255	P-2		Parks and Open Space 2		yes
006903495	F	7.7602	P-2		Parks and Open Space 2		yes
006903509	F	7.8121	P-2		Parks and Open Space 2		yes
006903444	F	7.8124	P-2		Parks and Open Space 2		yes
004304641	F	7.8527	P-2		Parks and Open Space 2		yes
006903380	F	7.8642	P-2		Parks and Open Space 2		yes
004304705	F	7.8649	P-2		Parks and Open Space 2		yes
006903398	F	7.9175	P-2		Parks and Open Space 2		yes
006749241	F	8.0488	P-2		Parks and Open Space 2		yes
006903410	F	8.3172	P-2		Parks and Open Space 2		yes
006759041	F	9.4376	P-2		Parks and Open Space 2		yes
004304845	F	10.4705	P-2		Parks and Open Space 2		yes
000244147	F	11.0414	P-2		Parks and Open Space 2		yes
004304683	F	12.6924	P-2		Parks and Open Space 2		yes
006749330	F	14.9309	P-2		Parks and Open Space 2		yes
006903975	F	15.1052	P-2		Parks and Open Space 2		yes
006903959	F	18.3069	P-2		Parks and Open Space 2		yes
006749356	F	20.0412	P-2		Parks and Open Space 2		yes
000249491	F	87.4899	P-2		Parks and Open Space 2		yes
000244139	F	104.4114	P-2		Parks and Open Space 2		yes
010806253	G	15.4694	RM1	B	Resource Management 1 Zone		
000358126	G	1.2477	RU1	B	Rural 1 Zone		
008715190	G	3.8154	RU1	B	Rural 1 Zone	yes	yes
024283452	G	5.2365	RU1	B	Rural 1 Zone	yes	
024283479	G	7.4040	RU1	B	Rural 1 Zone		yes
	G	18.2894	RU1	B	Rural 1 Zone		yes
009683631	G	23.6398	RU1	B	Rural 1 Zone	yes	yes
010238581	G	31.9098	RU1	B	Rural 1 Zone	yes	yes
000003531	G	41.9997	RU1	B	Rural 1 Zone		yes
004984587	G	61.3313	RU1	B	Rural 1 Zone		yes
009672729	G	97.0774	RU1	B	Rural 1 Zone	yes	yes
008715190	G	122.7494	RU1	B	Rural 1 Zone	yes	yes
006956581	G	205.7615	RU1	B	Rural 1 Zone	yes	yes
010806253	G	244.1856	RU1	B	Rural 1 Zone		

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
006191444	G	3.5871	RU1	D	Rural 1 Zone		yes
	G	5.1589	RU1	D	Rural 1 Zone		yes
	G	5.3728	RU1	D	Rural 1 Zone		yes
006191479	G	8.3992	RU1	D	Rural 1 Zone	yes	yes
	G	11.0252	RU1	D	Rural 1 Zone		yes
	G	14.0142	RU1	D	Rural 1 Zone		yes
004881583	G	18.2272	RU1	D	Rural 1 Zone	yes	yes
009469486	G	20.9510	RU1	D	Rural 1 Zone		yes
004977203	G	54.8619	RU1	D	Rural 1 Zone	yes	yes
006786537	G	3.0866	RU1	F	Rural 1 Zone		yes
005994799	G	100.6429	A-1		Resource Management 4 Zone		
008667586	H	0.0147	RM1	A	Resource Management 1 Zone		yes
008667586	H	0.0213	RM1	A	Resource Management 1 Zone		yes
024451088	H	1.2260	RM1	A	Resource Management 1 Zone		yes
009684875	H	1.2607	RM1	A	Resource Management 1 Zone		
005232601	H	1.3987	RM1	A	Resource Management 1 Zone		
009685049	H	1.6094	RM1	A	Resource Management 1 Zone		
009685154	H	1.7158	RM1	A	Resource Management 1 Zone		
006771262	H	1.9272	RM1	A	Resource Management 1 Zone		
009685154	H	2.1025	RM1	A	Resource Management 1 Zone		
	H	2.7127	RM1	A	Resource Management 1 Zone		
009684481	H	4.5599	RM1	A	Resource Management 1 Zone		
024320382	H	6.6808	RM1	A	Resource Management 1 Zone		
000079600	H	7.8521	RM1	A	Resource Management 1 Zone		yes
008667110	H	8.0636	RM1	A	Resource Management 1 Zone		yes
006771319	H	13.4384	RM1	A	Resource Management 1 Zone		
010788590	H	14.1619	RM1	A	Resource Management 1 Zone		
001923781	H	15.3335	RM1	A	Resource Management 1 Zone		yes
008697167	H	16.1776	RM1	A	Resource Management 1 Zone		
	H	16.1968	RM1	A	Resource Management 1 Zone		
010788492	H	16.7057	RM1	A	Resource Management 1 Zone		
008617571	H	17.8860	RM1	A	Resource Management 1 Zone	yes	
025549758	H	18.7848	RM1	A	Resource Management 1 Zone		
009685944	H	20.3603	RM1	A	Resource Management 1 Zone	yes	
011523034	H	22.7227	RM1	A	Resource Management 1 Zone	yes	
	H	22.8626	RM1	A	Resource Management 1 Zone		
009687131	H	24.2196	RM1	A	Resource Management 1 Zone	yes	
008690456	H	28.3074	RM1	A	Resource Management 1 Zone		
008713774	H	32.0892	RM1	A	Resource Management 1 Zone	yes	
012633771	H	32.2363	RM1	A	Resource Management 1 Zone		yes
000094749	H	34.2347	RM1	A	Resource Management 1 Zone		
008697124	H	34.3602	RM1	A	Resource Management 1 Zone	yes	

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
008707553	H	36.7742	RM1	A	Resource Management 1 Zone		
008617635	H	38.6240	RM1	A	Resource Management 1 Zone	yes	
009687858	H	42.6936	RM1	A	Resource Management 1 Zone	yes	
012425958	H	42.7182	RM1	A	Resource Management 1 Zone		
010786538	H	42.7795	RM1	A	Resource Management 1 Zone		
009687475	H	51.1011	RM1	A	Resource Management 1 Zone	yes	
008697043	H	56.8211	RM1	A	Resource Management 1 Zone	yes	
012425958	H	57.2934	RM1	A	Resource Management 1 Zone		
009685910	H	64.0468	RM1	A	Resource Management 1 Zone	yes	yes
009687173	H	65.7587	RM1	A	Resource Management 1 Zone	yes	
009687157	H	66.6990	RM1	A	Resource Management 1 Zone	yes	
009687190	H	67.2044	RM1	A	Resource Management 1 Zone	yes	
008690251	H	69.7226	RM1	A	Resource Management 1 Zone	yes	
009687670	H	72.3855	RM1	A	Resource Management 1 Zone	yes	
009687513	H	75.1703	RM1	A	Resource Management 1 Zone	yes	
008690332	H	76.8368	RM1	A	Resource Management 1 Zone	yes	
000350290	H	77.3989	RM1	A	Resource Management 1 Zone		yes
009687793	H	80.6769	RM1	A	Resource Management 1 Zone	yes	
008690278	H	83.1376	RM1	A	Resource Management 1 Zone	yes	
010787089	H	93.7058	RM1	A	Resource Management 1 Zone		yes
008713723	H	99.2477	RM1	A	Resource Management 1 Zone	yes	
010786589	H	103.9224	RM1	A	Resource Management 1 Zone		
008667586	H	119.0139	RM1	A	Resource Management 1 Zone		yes
009687599	H	120.9873	RM1	A	Resource Management 1 Zone	yes	
008713715	H	123.3144	RM1	A	Resource Management 1 Zone	yes	
008690316	H	127.5064	RM1	A	Resource Management 1 Zone	yes	
012633771	H	130.3424	RM1	A	Resource Management 1 Zone		yes
008690294	H	130.7761	RM1	A	Resource Management 1 Zone	yes	yes
010787054	H	137.2571	RM1	A	Resource Management 1 Zone		
008732957	H	156.6287	RM1	A	Resource Management 1 Zone	yes	
009687556	H	164.6578	RM1	A	Resource Management 1 Zone	yes	
000097527	H	171.0663	RM1	A	Resource Management 1 Zone		
008690171	H	186.1667	RM1	A	Resource Management 1 Zone	yes	
006372368	H	198.7006	RM1	A	Resource Management 1 Zone	yes	
008707588	H	207.6336	RM1	A	Resource Management 1 Zone	yes	
008243743	H	210.0931	RM1	A	Resource Management 1 Zone		
006801064	H	222.0896	RM1	A	Resource Management 1 Zone		yes
008667586	H	222.4911	RM1	A	Resource Management 1 Zone		yes
000010316	H	224.5551	RM1	A	Resource Management 1 Zone	yes	
008667586	H	251.7333	RM1	A	Resource Management 1 Zone		yes
009685910	H	258.2595	RM1	A	Resource Management 1 Zone	yes	yes
010787011	H	312.8800	RM1	A	Resource Management 1 Zone		yes

PID	Electoral Area	Area (ha)	Previous Land Use	Previous Subdivision District	Previous OCP Land Use	Owned by Forestry Company	Adjacent to Residential
008713898	H	313.9449	RM1	A	Resource Management 1 Zone	yes	
006801064	H	316.2636	RM1	A	Resource Management 1 Zone		yes
009687785	H	348.1852	RM1	A	Resource Management 1 Zone	yes	
006771319	H	359.3174	RM1	A	Resource Management 1 Zone		yes
025208357	H	381.5902	RM1	A	Resource Management 1 Zone		
008707596	H	414.7608	RM1	A	Resource Management 1 Zone	yes	
009684778	H	464.5303	RM1	A	Resource Management 1 Zone		
006631410	H	498.6270	RM1	A	Resource Management 1 Zone	yes	yes
008715424	H	526.7698	RM1	A	Resource Management 1 Zone	yes	
008557781	H	658.4787	RM1	A	Resource Management 1 Zone		
008732965	H	723.0782	RM1	A	Resource Management 1 Zone	yes	
008690651	H	788.7162	RM1	A	Resource Management 1 Zone	yes	
008732388	H	871.5387	RM1	A	Resource Management 1 Zone	yes	
010786732	H	895.3242	RM1	A	Resource Management 1 Zone		
008617619	H	1006.0163	RM1	A	Resource Management 1 Zone	yes	
009688358	H	1021.9785	RM1	A	Resource Management 1 Zone	yes	
008713880	H	1059.2355	RM1	A	Resource Management 1 Zone	yes	
008617520	H	1212.7446	RM1	A	Resource Management 1 Zone	yes	
008739803	H	2367.8541	RM1	A	Resource Management 1 Zone	yes	
	H	2.5996	RU1	B	Rural 1 Zone		yes
006662111	H	2.6624	RU1	B	Rural 1 Zone		
006669671	H	3.4331	RU1	B	Rural 1 Zone		
006688128	H	3.7691	RU1	B	Rural 1 Zone		yes
006686354	H	3.9934	RU1	B	Rural 1 Zone		yes
006686818	H	4.0432	RU1	B	Rural 1 Zone		yes
006662901	H	4.3826	RU1	B	Rural 1 Zone		yes
006659667	H	4.5192	RU1	B	Rural 1 Zone		yes
006659322	H	5.1524	RU1	B	Rural 1 Zone		yes
006662081	H	5.2724	RU1	B	Rural 1 Zone		yes
006659225	H	5.3228	RU1	B	Rural 1 Zone		yes
006662081	H	5.3318	RU1	B	Rural 1 Zone		
006659365	H	5.8410	RU1	B	Rural 1 Zone		yes
006662048	H	5.9430	RU1	B	Rural 1 Zone		yes
006669565	H	6.3700	RU1	B	Rural 1 Zone		
006662188	H	6.6380	RU1	B	Rural 1 Zone		yes
006686257	H	6.6410	RU1	B	Rural 1 Zone		yes
006662161	H	6.9630	RU1	B	Rural 1 Zone		yes
006659144	H	7.1782	RU1	B	Rural 1 Zone		yes
006662111	H	7.2073	RU1	B	Rural 1 Zone		yes
006658954	H	7.4392	RU1	B	Rural 1 Zone		yes
006662048	H	7.8702	RU1	B	Rural 1 Zone		yes
006659071	H	7.9943	RU1	B	Rural 1 Zone		yes



RDN REPORT	
CAO APPROVAL <i>(Signature)</i>	
EAF	
COW	✓ May 11 '10
RHD	
BOARD	

MEMORANDUM

TO: Wendy Marshall
Manager of Parks Services

DATE: April 30, 2010

FROM: Joan Michel
Parks and Trails Coordinator

FILE: 6140-20 H20

SUBJECT: Licence of Occupation Renewal, Sunnybeach Rd Water Access, Electoral Area H

PURPOSE

To obtain approval to renew a five-year Ministry of Transportation and Infrastructure Licence of Occupation for the Sunnybeach Road water access in Qualicum Bay (Electoral Area H).

BACKGROUND

Since 1993, the Regional Board has supported RDN involvement at the Sunnybeach Road water access for the purpose of providing recreational access to the Qualicum Bay oceanfront. In 1999 and with financial support from the Province, the RDN improved the popular water access by developing the parking area, installing picnic tables, fencing a boundary, and erecting a wooden surround for a portable toilet. Regular garbage removal, portable toilet servicing, grass cutting and general maintenance have since been supported through the Electoral Area H Community Park budget.

From 2001 to 2005, the RDN's tenure at Sunnybeach was secured through short-term ROW licences with the Ministry of Transportation and Infrastructure. In 2005, a five-year Licence of Occupation for the water access was concluded with the Ministry. This five-year licence expired April 30, 2010 and the Ministry has agreed to another five-year licence under the same terms to cover the 2010-2015 period; see attached *Appendix I*.

ALTERNATIVES

1. To approve the attached 2010-2015 Licence of Occupation with the Ministry of Transportation and Infrastructure in order to continue operating the Sunnybeach Road water access under the Electoral Area H Community Park Function.
2. That the License of Occupation not be approved and alternative direction be provided.

FINANCIAL IMPLICATIONS

The renewal fee is a nominal \$1.00. The cost of operating and maintaining Sunnybeach is covered by the approved Electoral Area H Community Park budget.

SUSTAINABILITY IMPLICATIONS

The Regional District plays a pivotal role in fostering a healthy environment so citizens can thrive and prosper. The provision of public amenities like parks, trails and water accesses has both direct and indirect impacts on community wellbeing. The popular Sunnybeach Road water access is a good example of a free oceanfront recreational amenity where citizens can get out and get active.

SUMMARY

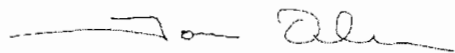
In 1993, the Regional Board recognized the Sunnybeach Road water access along the Qualicum Bay oceanfront as a desirable community open space. The water access was developed in 1999 with fencing, parking area, toilet surround and picnic tables and has been maintained and operated since that time through the Electoral Area H Community Park budget. The RDN's 2005-2010 Licence of Occupation for the Sunnybeach Road water access has expired and the Ministry of Transportation and Infrastructure has offered the Region another nominal fee five-year licence for 2010-2015.

RECOMMENDATIONS

That the 2010-2015 Licence of Occupation with the Ministry of Transportation and Infrastructure for the purpose of continuing the operation of the Sunnybeach Road water access in Qualicum Bay (Electoral Area H) be approved.



Per/ Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

Appendix I

2010-2015 Licence of Occupation (12 pages)

NB: page 9/12 will be replaced early the week of May 3rd. RDN contact information for the Notice section on page 9 is out-dated. Will rescan whole document and forward as soon as possible.



THIS AGREEMENT is made under section 62 of the *Transportation Act* and is dated for reference April 22, 2010.

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, as represented by the Minister of Transportation and Infrastructure

(the "Province")

AND

REGIONAL DISTRICT OF NANAIMO

(the "Licensee")

WHEREAS:

- A. The Land is a provincial public highway (as defined in the *Transportation Act*) and, in accordance with section 58 of the *Transportation Act*, the BCTFA holds all of the Province's right to and title in the soil and freehold of the Land.
- B. The Province may, pursuant to subsections 58(3) and 62(1) of the *Transportation Act* authorize any person to use or occupy a provincial public highway.
- C. The Licensee wishes to use and occupy the Land and the Province has agreed to permit it to do so in accordance with the terms and conditions of this Agreement.

For valuable consideration, the parties agree as follows:

ARTICLE 1 - DEFINITIONS

1.1 In this Agreement,

"Agreement" means this licence of occupation;

"BCTFA" means BC Transportation Financing Authority, a corporation continued under the *Transportation Act*;

"Commencement Date" means May 1, 2010;

"Fee" means the fee set out in Article 3;

"Improvements" includes anything made, constructed, erected, built, altered, repaired or added to, in, on or under the Land, and attached to it or intended to become a part of it, and also includes any clearing, excavating, digging, drilling, tunnelling, filling, grading or ditching of, in, on or under the Land;

"Land" means the land shown outlined by bold line in Schedule A;

"**Realty Taxes**" means all taxes, rates, levies, duties, charges and assessments lawfully levied or charged, at any time, by any competent governmental authority which relate to the Land, the Improvements or both of them; and

"**Term**" means the period of time set out in section 2.2.

ARTICLE 2 - GRANT AND TERM

- 2.1 On the terms and conditions set out in this Agreement, the Province grants the Licensee a licence of occupation over the Land during the Term for the maintenance of road access to water for the purpose of public recreational use and the Licensee acknowledges that this Agreement does not grant it the exclusive use and occupancy of the Land.
- 2.2 The term of this Agreement commences on the Commencement Date and terminates on April 30, 2015, or such earlier date provided for in this Agreement.

ARTICLE 3 - FEE

- 3.1 The Province acknowledges receipt from the Licensee of \$1.00 as the fee for the Term.

ARTICLE 4 - COVENANTS

- 4.1 The Licensee must
- (a) pay, when due,
 - (i) the Fee to the Province at the address set out in Article 10,
 - (ii) the Realty Taxes, and
 - (iii) all charges for electricity, gas, water and other utilities supplied to the Land;
 - (b) deliver to the Province, immediately upon demand, receipts or other evidence of the payment of Realty Taxes and all other money required to be paid by it under this Agreement;
 - (c) observe, abide by and comply with
 - (i) all applicable laws, bylaws, orders, directions, ordinances and regulations of any competent governmental authority in any way affecting the Land and the Improvements, or their use and occupation, and
 - (ii) the provisions of this Agreement;
 - (d) keep the Land and the Improvements in a safe, clean and sanitary condition satisfactory to the Province, and at its written request, make the Land and the Improvements safe, clean and sanitary;
 - (e) not commit any wilful or voluntary waste, spoil or destruction on the Land or do anything on the Land that may be or become a nuisance or annoyance to an owner or occupier of land in the vicinity of the Land;
 - (f) use and occupy the Land only in accordance with and for the purposes set out in section 2.1;

- (g) not construct, place or affix any Improvement on or to the Land except as necessary for the purposes set out in section 2.1;
- (h) cut or remove timber on or from the Land
 - (i) only to address an unsafe condition or for the purposes set out in section 2.1, and
 - (ii) in accordance with an agreement issued to it under the *Forest Act* to permit the harvest of Crown timber on the Land unless the minister responsible for the *Forest Act* permits the harvest of timber on the Land without the issuance of an agreement under the *Forest Act*;
- (i) permit the Province, or its authorized representatives, to enter on the Land at any time to inspect the Land and the Improvements;
- (j) indemnify and save the Province and its servants, employees and agents (including the BCTFA and its officers, directors, employees, servants and agents) harmless against all claims, demands, actions, causes of action, losses, damages, fines, penalties, costs, expenses and liabilities, including fees of solicitors and other professional advisors, arising out of or in connection with
 - (i) the Licensee's breach, violation or nonperformance of a provision of this Agreement,
 - (ii) any personal injury, bodily injury (including death) or property damage occurring or happening on or off the Land by virtue of its entry upon, use or occupation of the Land, and
 - (iii) without limiting paragraph (ii), any environmental liability on or off the Land related to its entry upon, use or occupation of the Land, including, without limitation, any contamination or any liability related to any toxic, hazardous, dangerous or potentially dangerous substances migrating from the Land,

and the amount of all such losses, damages, fines, penalties, costs, expenses and liabilities will be payable to the Province immediately upon demand;
- (k) release the Province and its servants, employees and agents (including the BCTFA and its officers, directors, employees, servants and agents) from and against all claims, demands, actions, causes of action, losses, damages, fines, penalties, costs, expenses and liabilities arising out of or in connection with any environmental liability on or off the Land related to its entry upon, use or occupation of the Land, including, without limitation, any contamination or any liability related to any toxic, hazardous, dangerous or potentially dangerous substances migrating from the Land; and
- (l) on the termination of this Agreement,
 - (i) peaceably quit and deliver to the Province possession of the Land and, subject to paragraphs (ii) and (iii), the Improvements in a safe, clean and sanitary condition (including, without limitation, free of any environmental contamination related to its entry upon, use or occupation of the Land),
 - (ii) within 60 days, remove from the Land any Improvement the Licensee wants to remove, if the Improvement was placed on or made to the Land by or for it, is in the nature of a tenant's fixture normally removable by tenants and is not part of a building or part of the Land,
 - (iii) remove from the Land any Improvement that was placed on or made to the Land by or

for the Licensee, and that the Province, in writing, directs or permits it to remove; and

- (iv) restore the surface of the Land as nearly as may reasonably be possible to the same condition as it was on the Commencement Date, to the Province's satisfaction, but if the Licensee is not directed or permitted to remove an Improvement under paragraph (ii) or (iii), this paragraph will not apply to that part of the surface of the Land on which that Improvement is located,

and all of its right, interest and estate in the Land will be absolutely forfeited to the Province, and to the extent necessary, this covenant will survive the termination of this Agreement.

- 4.2 The Licensee will not permit any person to do anything it is restricted from doing under this Article.

ARTICLE 5 - LIMITATIONS

- 5.1 The Licensee agrees with the Province that

- (a) the Province is under no obligation to provide access or services to the Land or to maintain or improve existing access roads;
- (b) the Province may, without the Licensee's consent, authorize other persons, including a Crown agency or ministry, to use and occupy the Land under section 62 of the *Transportation Act*;
- (c) the Licensee will make no claim for compensation, in damages or otherwise, in respect of an authorization granted by the Province under subsection (b),
- (d) all of the Licensee's costs and expenses, direct or indirect, that arise out of any interference with its rights under this Agreement as a result of an authorization granted by the Province under subsection (b) will be borne solely by the Licensee;
- (e) the Licensee releases and discharges the Province from all claims for loss or damage arising directly or indirectly out of any interference with its rights under this Agreement as a result of an authorization granted by the Province under subsection (b);
- (f) the Licensee releases and discharges the Province from all claims for losses or damages arising directly or indirectly out of any interference with its rights under this Agreement as a result of a disposition made by the Province under subsection (b);
- (g) the Licensee will not remove or permit the removal of any Improvement from the Land except as expressly permitted or required under this Agreement;
- (h) any interest the Licensee may have in the Improvements ceases to exist and becomes the Province's property upon termination of this Agreement, except where an Improvement may be removed under paragraph 4.1(l)(ii) or (iii) in which case any interest the Licensee may have in that Improvement ceases to exist and becomes the Province's property if the Improvement is not removed from the Land within the time period set out in paragraph 4.1(l)(ii) or the time period provided for in the direction or permission given under paragraph 4.1(l)(iii); and
- (i) if, after the termination of this Agreement, the Province permits the Licensee to remain in possession of the Land and the Province accepts money from it in respect of such possession, a tenancy from year to year will not be created by implication of law and the Licensee will be deemed to be a monthly tenant only subject to all of the provisions of this Agreement, except as to duration, in the absence of a written agreement to the contrary.

ARTICLE 6 - INSURANCE

6.1 The Licensee must, without limiting its obligations or liabilities under this Agreement, at its expense, maintain during the Term

- (a) Commercial General Liability Insurance including non-owned automobile and contractual liability insurance with inclusive limits of not less than \$2,000,000.00 for bodily injury, death or property damage arising from any one accident or occurrence which insurance policy will indemnify the named insureds under the policy for all sums which the insured may become liable to pay or pays for bodily injury, death or property damage or for loss of use, arising out of or resulting from the work or operations of the parties under this Agreement which must be endorsed as follows:

"It is understood and agreed that Her Majesty the Queen in Right of the Province of British Columbia as represented by the Minister of Transportation and Infrastructure (the "Province"), together with the employees, agents (including the BC Transportation Financing Authority and its officers, directors, employees, servants and agents), and servants of the Province (the "Additional Named Insureds"), are each added as an Additional Named Insured, in respect of liability arising from the work or operations of the insured and each Additional Named Insured, in connection with contracts entered into between the insured and the Additional Named Insured.

The Insurance as is afforded by this policy will apply in the same manner and to the same extent as though a separate policy had been issued to each insured. Any breach of a condition of the policy by any insured will not affect the protection given by this policy to any other insured. The inclusion herein of more than one insured will not operate to increase the limit of liability under this policy."

- (b) if vessels are owned, leased or rented or used in the performance of this Agreement by the Licensee and are not covered under the general liability policy, it will provide Protection and Indemnity insurance with limits of not less than \$ N/A for such vessels and will include four-fourths collision liability insurance,
- (c) if any licensed vehicles are owned, leased, rented or used by the Licensee in the performance of this Agreement, Automobile Liability Coverage with inclusive limits of not less than \$2,000,000.00 providing third party liability and accident benefits insurance for all such vehicles, and
- (d) if aircraft (including helicopters) are owned, rented, leased or used by the Licensee in the performance of this Agreement, third party liability coverage with inclusive limits of not less than \$ N/A;

which, in the case of the policies of insurance described in subsections (a), (b) and (d), must include endorsements or provisions that they may not be cancelled, reduced, altered or materially changed without the insurer or insurers giving not less than 30 days' prior written notice to the Province by registered mail, which endorsements must be in terms comparable to those normally obtainable from insurers in the Province of British Columbia or Canada issuing comparable policies.

- 6.2 All insurance required to be maintained by the Licensee under this Agreement must be placed with insurers licensed to transact business in British Columbia or Canada and, the Licensee must, under the insurance required to be maintained by it under this Agreement,
- (a) pay all deductibles;
 - (b) not exclude hazardous operations such as excavation, pile driving, shoring, blasting, under-pinning or demolition work or any other operation or work from insurance coverage;
 - (c) deliver to the Province, on the Commencement Date, on the renewal of the insurance and at other times required by the Province,
 - (i) for all policies except Automobile Liability Insurance, a completed and executed certificate of insurance in a form acceptable to the Province (as of the Commencement Date, such form is entitled "Certificate of Insurance" and is numbered H-111), and
 - (ii) evidence of Automobile Liability Insurance in the form of a duly executed Insurance Corporation of British Columbia APV47 or APV250 form or a copy of the vehicle registration/insurance certificate;
 - (d) on the Province's request, deliver to the Province evidence that the insurance remains in force and effect by way of the originals or certified copies of all current insurance policies and endorsements.
- 6.3 The Licensee acknowledges and agrees that, in the event of any third party loss or damage or any physical loss or damage to the Land (and its associated apparatus, improvements or fixtures), the settlement or payment by the insurer of the subsequent claim will be made without the right of subrogation against the Province or the BCTFA or those for whom the Province and the BCTFA are legally obligated to indemnify against such claims.
- 6.4 On the Commencement Date, the Licensee will deliver to the Province security in the amount of \$ N/A which will
- (a) guarantee the performance of the Licensee's obligations under this Agreement;
 - (b) be in the form required by the Province; and
 - (c) remain in effect until the Province certifies, in writing, that the Licensee has fully performed its obligations under this Agreement.
- 6.5 The Province may use the Security for the payment of any costs and expenses incurred by the Province to perform any of the Licensee's obligations under this Agreement that are not performed by the Licensee and, if such event occurs, the Licensee will, within 30 days of that event, deliver further Security to the Province in an amount equal to the amount drawn down by the Province.
- 6.6 After the Province certifies, in writing, that the Licensee has fully performed its obligations under this Agreement, the Province will return to the Licensee the Security maintained under section 6.4, less all amounts drawn down by the Province under section 6.5.
- 6.7 The Licensee acknowledges that the Province may, from time to time, notify the Licensee to
- (a) change the form or amount of the Security; and

- (b) provide and maintain another form of Security in replacement of or in addition to the Security posted by it under this Agreement;

and the Licensee will, within 30 days of receiving such notice, deliver to the Province written confirmation that the change has been made or the replacement or additional form of Security has been provided by the Licensee.

ARTICLE 7 - ASSIGNMENT

- 7.1 The Licensee must not sublicense, assign, mortgage or transfer this Agreement, or permit any person to use or occupy the Land, without the Province's prior written consent, which consent the Province may withhold in its sole discretion.
- 7.2 For the purpose of section 7.1, if the Licensee is a corporation, a change in control (as that term is defined in subsection 2(3) of the *Business Corporations Act*) of the Licensee will be deemed to be a transfer of this Agreement.
- 7.3 Section 7.2 does not apply to a corporation if the shares of the corporation which carry votes for the election of the directors of the corporation trade on a stock exchange located in Canada.
- 7.4 Prior to considering a request for consent under section 7.1, the Province may require the Licensee to meet certain conditions, including without limitation, that it provides to the Province a "site profile", "preliminary site investigation" or "detailed site investigation" (as those terms are defined in the *Environmental Management Act*) for the Land and or other similar type of investigation of the Land.

ARTICLE 8 - CANCELLATION

- 8.1 The Licensee agrees with the Province that
- (a) if it
- (i) defaults in the payment of any money payable by it under this Agreement, or
- (ii) fails to observe, abide by and comply with the provisions of this Agreement (other than the payment of any money payable by you under this Agreement),
- and its default or failure continues for 60 days after the Province gives written notice of the default or failure to it,
- (b) if, in the Province's opinion, it fails to make diligent use of the Land for the purposes set out in this Agreement, and its failure continues for 60 days after the Province gives written notice of the failure to it;
- (c) if it
- (i) becomes insolvent or makes an assignment for the general benefit of its creditors,
- (ii) commits an act which entitles a person to take action under the *Bankruptcy and Insolvency Act* (Canada) or a bankruptcy petition is filed or presented against it or it consents to the filing of the petition or a decree is entered by a court of competent jurisdiction adjudging it bankrupt under any law relating to bankruptcy or insolvency, or

- (iii) voluntarily enters into an arrangement with its creditors;
- (d) if it is a corporation,
 - (i) a receiver or receiver-manager is appointed to administer or carry on its business, or
 - (ii) an order is made, a resolution passed or a petition filed for its liquidation or winding up;
- (e) if it is a society, it converts into a company in accordance with the *Society Act* without the Province's prior written consent; or
- (f) if this Agreement is taken in execution or attachment by any person;

this Agreement will, at the Province's option and with or without entry, terminate, and all of the Licensee's right, interest and estate in the Land will be absolutely forfeited to the Province.

- 8.2 If the condition complained of in subsection 8.1(a) or (b) (other than the payment of any money payable by the Licensee under this Agreement) reasonably requires more time to cure than 60 days, the Licensee will be deemed to have complied with the remedying of it if the Licensee commences remedying or curing the condition within 60 days and diligently complete the same.
- 8.3 The Licensee agrees with the Province that the Province may, on 60 days' written notice to it, terminate this Agreement if the Province or the BCTFA requires the Land for any purpose.
- 8.4 The Licensee agrees with the Province that it will make no claim for compensation, in damages or otherwise, upon the lawful termination of this Agreement under section 8.1 or 8.3 or under subsection 62(5) of the *Transportation Act*.

ARTICLE 9 - DISPUTE RESOLUTION

- 9.1 If any dispute arises under this Agreement, the parties will attempt to resolve the dispute within 60 days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts.
- 9.2 Subject to section 9.5, if a dispute under this Agreement cannot be resolved under section 9.1, the dispute will be resolved by arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*.
- 9.3 The cost of the arbitration referred to in section 9.2 will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia.
- 9.4 The arbitration will be conducted at the office of the Province in Nanaimo, British Columbia, and if the Province has no office in Nanaimo, British Columbia, then at the office of the Province that is closest to Nanaimo, British Columbia.
- 9.5 A dispute under this Agreement in respect of a matter within the Province's sole discretion cannot, unless it agrees, be referred to arbitration as set out in section 9.2.

ARTICLE 10 - NOTICE

- 10.1 Any notice or other document required or permitted to be given by either party to the other must be in writing and will be deemed to be given if mailed by prepaid registered mail in Canada or delivered to the address of the other as follows:

to the Province

Ministry of Transportation & Infrastructure
3rd Flr – 2100 Labieux Road
Nanaimo, British Columbia
V9T 6E9
Attention: Douglas Beaumont
Facsimile: (250) 751-3288

to the Licensee

Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, British Columbia
V9T 6N2
Attention: Manager of Park Services
Facsimile: (250) 248-3294

or at such other address as a party may, from time to time, direct in writing, and any such notice will be deemed to have been received if delivered, on the day of delivery, and if mailed, 7 days after the time of mailing, except in the case of mail interruption in which case actual receipt is required.

- 10.2 In order to expedite the delivery of any notice or other document required or permitted to be given by either party to the other, a concurrent facsimile copy of any notice will, where possible, be provided to the other party but nothing in this section, and specifically the lack of delivery of a facsimile copy of any notice, will affect the deemed delivery provided in section 10.1.
- 10.3 The delivery of all money payable to the Province under this Agreement will be effected by hand, courier or prepaid regular mail to the Province's address specified in or otherwise established under section 10.1, or by any other payment procedure agreed to by the parties, such deliveries to be effective on actual receipt.

ARTICLE 11 - MISCELLANEOUS

- 11.1 No provision of this Agreement will be considered to have been waived unless the waiver is in writing, and a waiver of a breach of a provision of this Agreement will not be construed as or constitute a waiver of any further or other breach of the same or any other provision of this Agreement, and a consent or approval to any act requiring consent or approval will not waive or render unnecessary the requirement to obtain consent or approval to any subsequent same or similar act.
- 11.2 No remedy conferred upon or reserved to the Province under this Agreement is exclusive of any other remedy in this Agreement or provided by law, but that remedy will be in addition to all other remedies in this Agreement or then existing at law, in equity or by statute.
- 11.3 The grant of a sublicense, assignment or transfer of this Agreement does not release the Licensee from its obligation to observe and perform all the provisions of this Agreement on its part to be observed and performed unless the Province specifically releases the Licensee from such obligation in its consent to the

- sublicence, assignment or transfer of this Agreement.
- 11.4 This Agreement extends to, is binding upon and enures to the benefit of the parties, their heirs, executors, administrators, successors and permitted assigns.
- 11.5 If, due to a strike, lockout, labour dispute, act of God, inability to obtain labour or materials, law, ordinance, rule, regulation or order of a competent governmental authority, enemy or hostile action, civil commotion, fire or other casualty or any condition or cause beyond the Licensee's reasonable control, other than normal weather conditions, the Licensee is delayed in performing any of its obligations under this Agreement, the time for the performance of that obligation will be extended by a period of time equal to the period of time of the delay so long as the Licensee
- (a) gives notice to the Province within 30 days of the commencement of the delay setting forth the nature of the delay and an estimated time frame for the performance of its obligation; and
 - (b) diligently attempts to remove the delay.
- 11.6 The Licensee agrees with the Province that
- (a) the Province is under no obligation, express or implied, to provide financial assistance or to contribute toward the cost of servicing, creating or developing the Land or the Improvements and the Licensee is solely responsible for all costs and expenses associated with its use of the Land and the Improvements for the purposes set out in this Agreement;
 - (b) nothing in this Agreement constitutes the Licensee as an agent, joint venturer or partner of the Province or the BCTFA or gives its any authority or power to bind the Province or the BCTFA in any way; and
 - (c) any information regarding this Agreement or the Licensee may be disclosed or required to be disclosed under the *Freedom of Information and Protection of Privacy Act*, governmental policy or otherwise.
- 11.7 There are no warranties, representations, collateral agreements or conditions affecting this Agreement except as set out in this Agreement.

ARTICLE 12 - INTERPRETATION

- 12.1 In this Agreement, "person" includes a corporation, firm or association and wherever the singular or masculine form is used in this Agreement it will be construed as the plural or feminine or neuter form, as the case may be, and vice versa where the context or parties require.
- 12.2 The captions and headings contained in this Agreement are for convenience only and do not define or in any way limit the scope or intent of this Agreement.
- 12.3 This Agreement will be interpreted according to the laws of the Province of British Columbia.
- 12.4 Where there is a reference to an enactment of the Province of British Columbia or of Canada in this Agreement, that reference will include a reference to every amendment to it, every regulation made under it and any subsequent enactment of like effect and, unless otherwise indicated, all enactments referred to in this Agreement are enactments of the Province of British Columbia.
- 12.5 If any section of this Agreement, or any part of a section, is found to be illegal or unenforceable, that section or part of a section, as the case may be, will be considered separate and severable and the remainder

of this Agreement will not be affected and this Agreement will be enforceable to the fullest extent permitted by law.

- 12.6 Each schedule to this Agreement is an integral part of this Agreement as if set out at length in the body of this Agreement.
- 12.7 This Agreement constitutes the entire agreement between the parties and no understanding or agreement, oral or otherwise, exists between the parties with respect to the subject matter of this Agreement except as expressly set out in this Agreement and this Agreement may not be modified except by subsequent agreement in writing between the parties.
- 12.8 Each party will, upon the request of the other, do or cause to be done all lawful acts necessary for the performance of the provisions of this Agreement.
- 12.9 All provisions of this Agreement in the Province's favour and all of its rights and remedies, either at law or in equity, will survive the termination of this Agreement.
- 12.10 Time is of the essence of this Agreement.
- 12.11 Wherever this Agreement provides that an action may be taken, a consent or approval must be obtained or a determination must be made then each party will act reasonably in taking such action, deciding whether to provide such consent or approval or making such determination; but where this Agreement states that a party has sole discretion to take an action, provide a consent or approval or make a determination, there will be no requirement to show reasonableness or to act reasonably in taking that action, providing that consent or approval or making that determination.

The parties have executed this Agreement as of the date of reference of this Agreement.

SIGNED on behalf of **HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA** by the Minister of Transportation and Infrastructure or the minister's authorized representative

Minister of Transportation and Infrastructure
or the minister's authorized representative

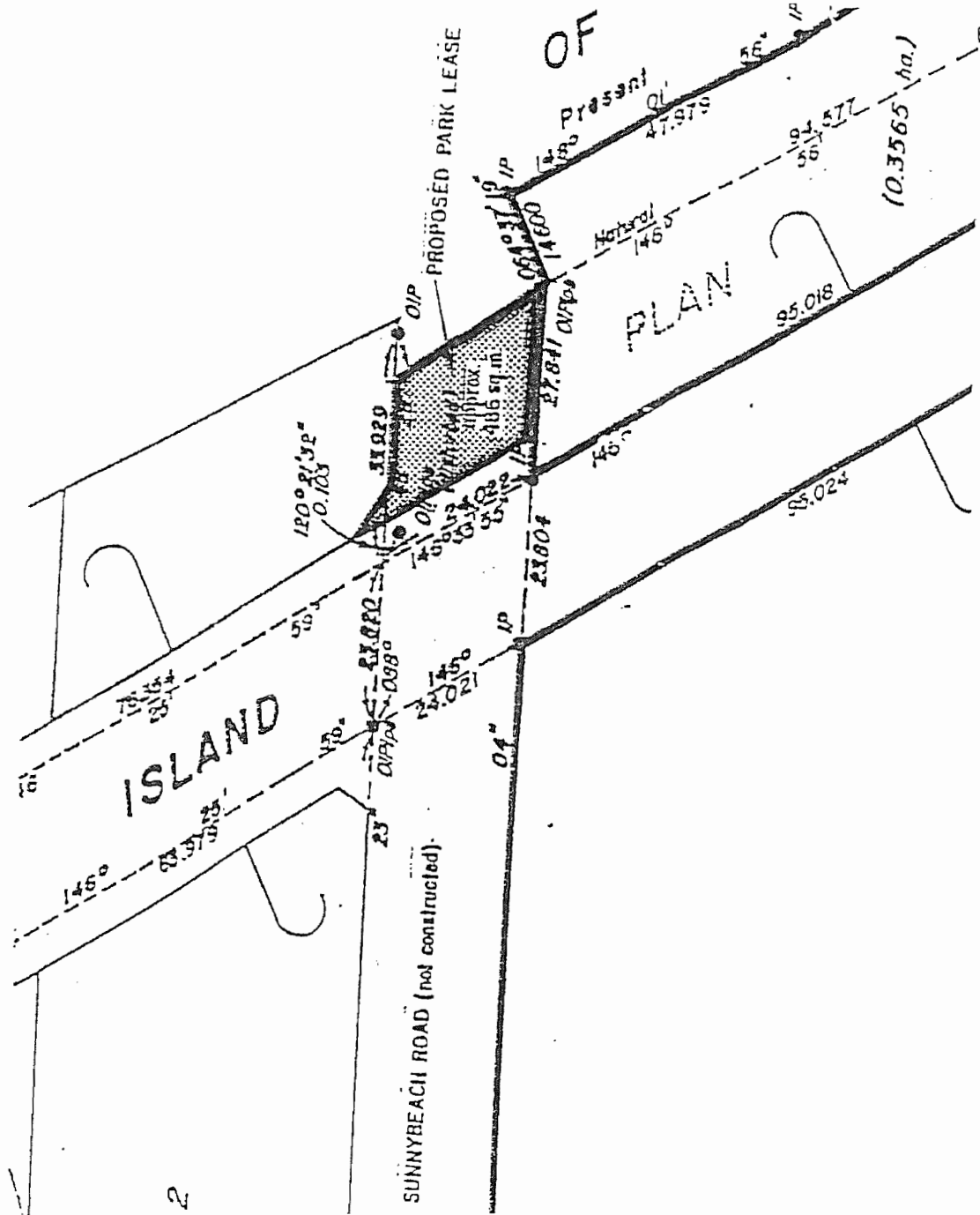
SIGNED on behalf of the **REGIONAL DISTRICT OF NANAIMO** by its authorized signatories

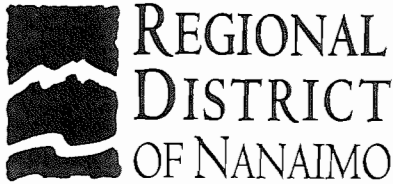
Authorized Signatory

Authorized Signatory

SCHEDULE A

"Land" means the land shown outlined by bold line on the following plan:





RDN REPORT		
CAO APPROVAL		<i>[Signature]</i>
EAP		
COW	✓	May 11 '10
K-D		
BO (RI)		

MEMORANDUM

TO: Sean De Pol
Manager of Wastewater Services

DATE: May 5, 2010

FROM: Ellen Hausman
Wastewater Program Coordinator

FILE: 5340-01

SUBJECT: Wastewater Services Annual Wastewater Treatment Facilities Report

PURPOSE

To provide the Board with the 2009 Annual Wastewater Treatment Facilities Report.

BACKGROUND

The Regional District of Nanaimo (RDN) owns and operates the Greater Nanaimo Pollution Control Centre (GNPCC), Duke Point Pollution Control Centre (DPPCC), French Creek Pollution Control Centre (FCPCC) and Nanoose Bay Pollution Control Centre (NBPCC). The volume and quality of effluent that can be discharged into the Strait of Georgia is regulated by the Ministry of Environment. The RDN is also required to submit an annual report on the operation of each treatment facility to the Ministry of Environment.

A high level of compliance was achieved at all treatment facilities in 2009. A summary of the flow volumes treated, the quality of the effluent discharged to the environment and planned future improvements for the treatment facilities are attached as Appendix 1. Copies of the full reports submitted to the Ministry of Environment are available on request to the public, as required by the Municipal Sewage Regulations.

FINANCIAL IMPLICATIONS

The cost of annual reporting is included in the annual operations budget for each treatment facility.

SUMMARY

The Regional District of Nanaimo operates four treatment facilities that are regulated by the Ministry of Environment. A high level of compliance was achieved at all treatment facilities in 2009. In order to maintain this level of compliance Wastewater Services will continue to install new equipment, upgrade existing technologies and optimize maintenance of existing equipment where possible.

RECOMMENDATION

That the 2009 Annual Wastewater Treatment Facilities Report be received for information.

Report Writer

Manager Concurrence

CAO Concurrence

General Manager Concurrence

WASTEWATER SERVICES

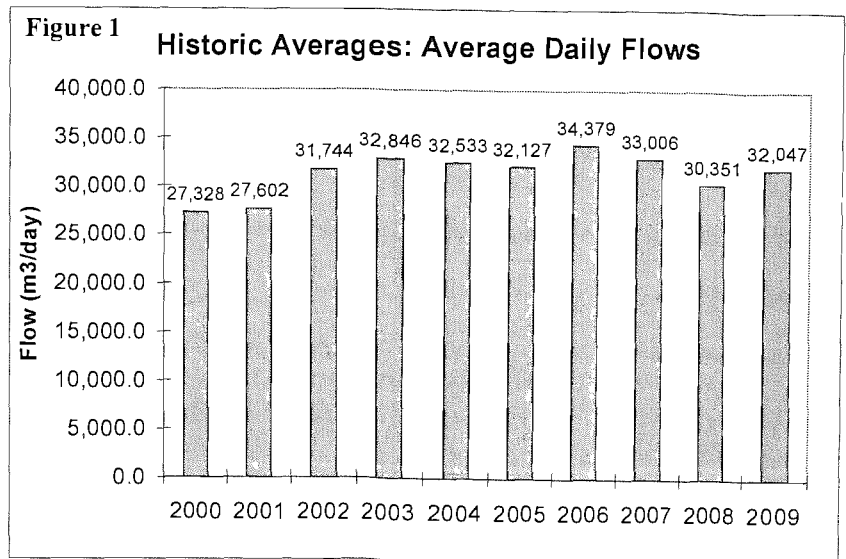
2009 ANNUAL WASTEWATER TREATMENT FACILITIES REPORT

GREATER NANAIMO POLLUTION CONTROL CENTRE

Flow Monitoring

The total volume of treated effluent discharged from GNPCC in 2009 was 11,699,400 m³, at an average daily flow of 32,047 m³/day. Figure 1 indicates the average daily flows reported over the past ten years.

The permitted maximum daily discharge (80,870 m³/day) was exceeded twice, on November 16th, and 19th. Both exceedances occurred during significant storm events and were attributed to increased inflow and infiltration of rainwater in the collection system.

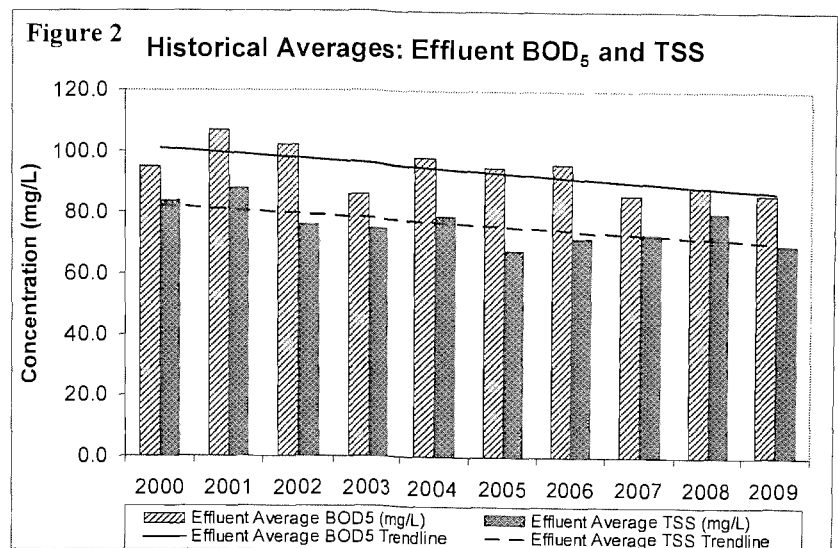
5-Day Biological Oxygen Demand (BOD₅)

The average BOD₅ concentration for influent and effluent was determined to be 196.9 mg/L and 85.9 mg/L, respectively. BOD₅ removal efficiency in 2009 was approximately 54.9%. There were four BOD₅ non-compliances where the maximum permitted concentration of 130 mg/L was exceeded. All non-compliances were the result of isolated minor operational issues that have been corrected.

Total Suspended Solids (TSS)

The average TSS concentration for influent and effluent was determined to be 412.3 mg/L and 69.7 mg/L, respectively. There were no TSS non-compliances where the maximum permitted concentration of 130 mg/L was exceeded.

Figure 2 shows the BOD₅ and TSS concentrations over the last ten years. Trend lines for both BOD₅ and TSS illustrate an improvement in the quality of the effluent discharged over the last ten years. This is due primarily to improvements in the treatment process. Recent process improvements include upgrading the treatment process to a Chemically Enhanced Primary Treatment (CEPT) process and the installation of two gravity thickeners.



FRENCH CREEK POLLUTION CONTROL CENTRE

Flow Monitoring

Treated effluent from FCPCC is discharged to the Strait of Georgia and during the summer months a portion of that flow is diverted to lagoons on the Morningstar Golf Course for irrigation.

The combined flow of effluent discharged to the outfall and Morningstar Golf Course from FCPCC in 2009 was 3,621,177 m³, at an average daily flow of 9,906 m³. The total volume of treated effluent discharged to the outfall in 2009 was 3,490,599 m³, at an average daily flow of 9,550 m³/day.

The highest daily flow, 18,030 m³, reported on November 19th, was higher than the permitted maximum daily

discharge of 16,000 m³/day. This was the only flow non-compliance in 2009 and it occurred during a significant storm event resulting from increased inflow and infiltration of rainwater into the collection system.

From May to September a total volume of 130,578 m³ of treated effluent was diverted to Morningstar Golf Course. The maximum permitted discharge of 1,370 m³/day was not exceeded in 2009. Figure 3 illustrates the average daily flow of treated effluent to the outfall and Morningstar Golf Course reported over the past six years.

5-Day Biochemical Oxygen Demand (BOD₅)

The average BOD₅ concentration for influent and effluent was determined to be 181.2 mg/L and 9.5 mg/L, respectively. BOD₅ removal efficiency in 2009 was approximately 94.6 %. The maximum permitted effluent BOD₅ concentration for discharge to the outfall is 45 mg/L. For discharge to Morningstar Golf Course a more stringent limit of 20 mg/L should not be exceeded. There were no outfall or Morningstar Golf Course BOD₅ non-compliances in 2009.

Total Suspended Solids (TSS)

The average TSS concentration for influent and effluent was determined to be 291.3 mg/L and 20.3 mg/L, respectively. TSS removal efficiency was approximately 92.9 %. The maximum permitted effluent TSS concentration for discharge to the outfall is 60 mg/L. For discharge to the Morningstar Golf Course a more stringent limit of 30 mg/L should not be exceeded. In 2009 there were no outfall TSS non-compliances, where the maximum permitted concentration of 60 mg/L was exceeded. There were three Morningstar Golf Course TSS non-compliances where the maximum permitted concentration of 30 mg/L was exceeded. Staff are currently working on corrective actions to eliminate Morningstar Golf Course TSS non-compliances.

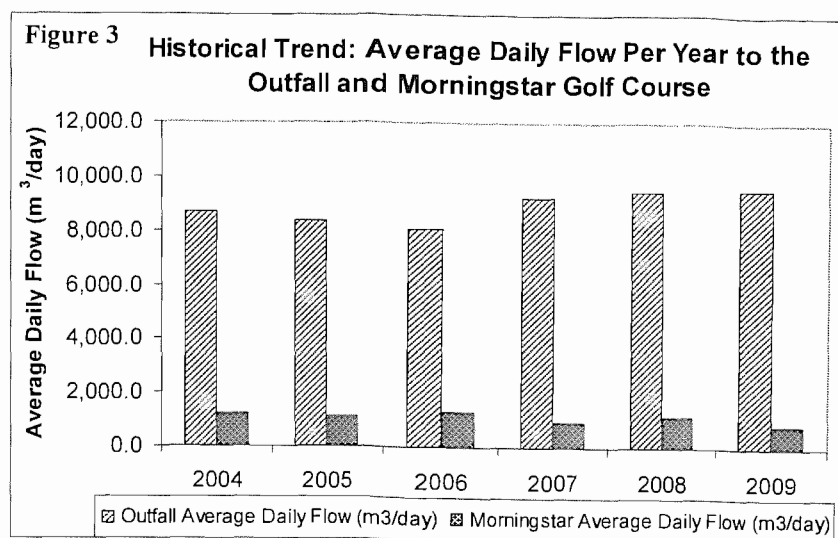
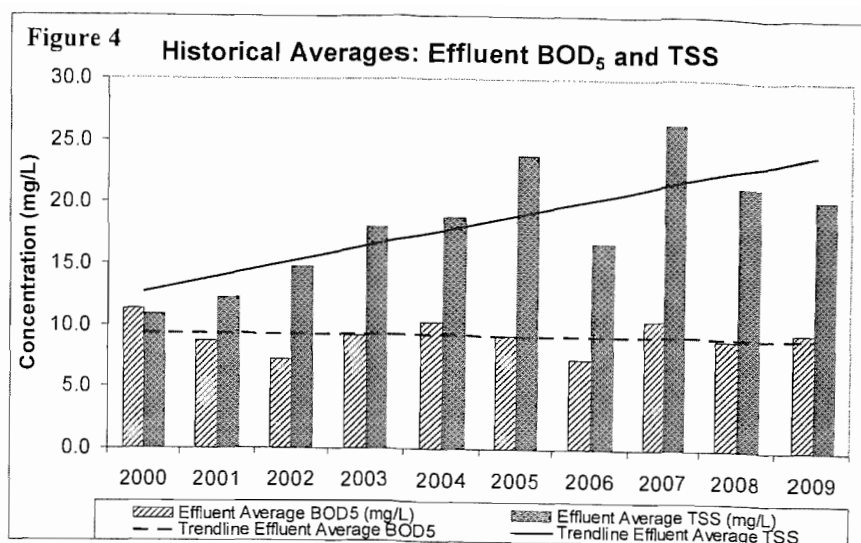


Figure 4 shows the BOD₅ and TSS concentrations over the last ten years. The BOD₅ trend line indicates that the facility has been able to maintain a relatively constant reduction efficiency over the past ten years. The TSS trend line is showing an overall decrease in effluent quality since 1999. However, the annual average TSS concentrations have improved in the last two years since the completion of the Stage Three Expansion Project in 2007.



DUKE POINT POLLUTION CONTROL CENTRE

Flow Monitoring

The total volume of treated effluent discharged from DPPCC was 6,611 m³, at an average daily flow of 18.1 m³/day. The highest daily flow, 63.7 m³, recorded in December, was well below the permitted maximum daily discharge of 1,800 m³/day.

5-Day Biochemical Oxygen Demand (BOD₅)

The average BOD₅ concentration for influent and effluent was determined to be <96.1 mg/L and <3.5 mg/L, respectively. BOD₅ removal efficiency in 2009 was 96.2%. There were no BOD₅ non-compliances where the maximum permitted concentration of 30 mg/L was exceeded.

Total Suspended Solids (TSS)

The average TSS concentration for the influent and effluent was determined to be 95.0 mg/L and 7.5 mg/L, respectively. TSS removal efficiency in 2009 was 91.5%. There were three TSS non-compliances where the maximum permitted concentration of 30 mg/L was exceeded. These were the result of algal growth in the effluent. Staff now have an appropriate cover that can be put in place to reduce algal growth during the summer months.

pH and Fecal Coliforms

The average pH level of the effluent was 6.8. The permitted pH range of the effluent must be between 6.0 and 9.0. There were no pH non-compliances in 2009.

The average fecal coliform concentration for 2009 was 2 colonies/100 mL. There were no fecal coliform non-compliances, where the maximum concentration of 1,000 colonies/100ml was exceeded.

NANOOSE BAY POLLUTION CONTROL CENTRE

Flow Monitoring

The total volume of treated effluent discharged from NBPCC was 105,534 m³, at an average daily flow of 289 m³/day. The highest daily flow, 1,082 m³ recorded in November, was well below the permitted maximum daily discharge of 2,270 m³/day.

5-Day Biochemical Oxygen Demand (BOD₅)

The average BOD₅ concentration for influent and effluent was determined to be 195.9 mg/L and 81.8 mg/L, respectively. BOD₅ removal efficiency in 2009 was 46.3%. There was one BOD₅ non-compliance where the maximum permitted concentration of 100 mg/L was exceeded. This occurred during optimization of the CEPT process. Staff now have the process optimized.

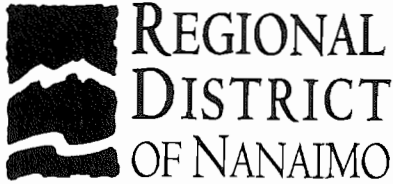
Total Suspended Solids (TSS)

The average TSS concentration for influent and effluent was determined to be 252.3 mg/L and 67.0 mg/L, respectively. TSS removal efficiency in 2009 was approximately 55.4%. There were no TSS non-compliances where the maximum permitted concentration of 100 mg/L was exceeded.

PLANNED FACILITY IMPROVEMENTS

In order for GNPCC and FCPCC to have sufficient capacity for future population growth and to minimize permit non-compliance, GNPCC requires expansion and upgrade to a secondary facility by 2015 and a major expansion of FCPCC will likely be required in about 2013. Wastewater Services staff are intending to begin projects in 2010 that will assess treatment process options for both facilities.

Over the past three years Wastewater Services has also been working on capital asset management and preventative maintenance projects. In 2007 Associated Engineering completed a capital asset management study in which all RDN wastewater assets were assessed for their life expectancy, criticality, and replacement value. The purpose of this study was to assist staff in identifying asset replacement timelines and budget forecasting. In late 2009, AECOM began a preventative maintenance study aimed at improving work order productivity and reducing operational costs, while still maintaining assets through to their full life expectancy. This study is expected to be completed in early 2010, and will outline an implementation plan.



CAO APPROVAL <i>CW</i>		
EAP		
COV	✓	May 11 '10
RHD		
BOARD		

MEMORANDUM

TO: John Finnie, General Manager
Regional and Community Utilities

DATE: April 22, 2010

FROM: Mike Donnelly
Manager of Water Services

FILE: 5500-20-SR

SUBJECT: Surfside Sanitary Sewer Collection System Expansion
Failed Petition - Follow Up Report

PURPOSE

To provide the Board with an update on discussions with resident groups interested in the expansion of the Surfside Sanitary Sewer collection system.

BACKGROUND

In August of 2006 the Board approved a proposed Surfside Sanitary Sewer expansion strategy and directed staff to include the preparatory work in their 2007 work plans. Petitions for the proposed expansion were distributed to the residents in November of 2008 with a deadline for responses set for January 15th, 2009. That petition failed with only 14 of the 72 properties responding in the affirmative.

While the proposed expansion was not supported, there were two small property owner groups, one located on Surfside Drive and the other on Flamingo Drive, that remained interested in an expansion of sanitary sewer servicing to their properties.

At the February 24th, 2009 regular Board meeting the following resolution was approved:

That staff be directed to consult with the two property owner groups who may be in favour of a service area expansion and to report back to the Board accordingly.

Staff met with residents of both groups on August 20th, 2009. At that meeting a number of issues were discussed with respect to the cost and process associated with providing sanitary sewer servicing for their individual areas. Key questions and answers were included in the “Sanitary Sewer Main Extensions – Flamingo Drive and Surfside Drive” Questions and Answers handout provided at the meeting (attached as Appendix 1).

Subsequent to this information meeting residents continued to explore options/costs for the extension of sanitary sewer mains to their properties both with staff and, in the case of residents located on Flamingo Drive, with a local engineering firm. These discussions continued into the fall of 2009.

Staff contacted the engineering firm assisting the Flamingo resident group in March of 2010 to determine if further action was anticipated based on their engineering assessment and cost estimates. They reported that their cost estimates for the extension of sanitary sewer mains on Flamingo Drive confirmed those previously provided to area residents by RDN staff and that residents had indicated they did not wish to proceed with any further work at this time.

ALTERNATIVES

- 1) Receive this report for information.
- 2) Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this information report.

SUSTAINABILITY IMPLICATIONS

The servicing of rural properties with traditional methods of sewer collection as was proposed in the Surfside Sanitary Sewer Service Area is expensive both from the initial installation perspective and from long term capital investment and replacement implications. Residents are reluctant to expend the funds necessary to install such systems, particularly if senior government support funding is not provided.

Sustainable approaches to the disposal of sanitary waste that may not incur the costs of traditional methods could include modified and or upgraded septic disposal systems, localized treatment facilities and grey water re-use. Some of these alternative strategies are being considered as part of the Liquid Waste Management Plan, currently under review by Wastewater Services.

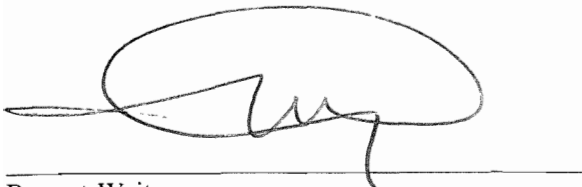
CONCLUSIONS

Subsequent to the failure of the Surfside Sanitary Sewer expansion petition in January of 2009 the Board requested that staff meet with the remaining interested parties to explore servicing possibilities for those properties. On August 20th, 2009 an information meeting was held to discuss the design implications and costs associated with servicing these areas.

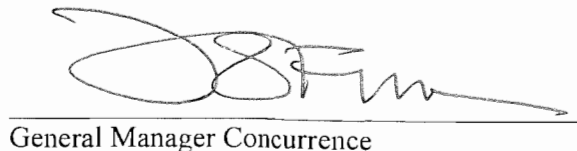
Residents from both areas (Flamingo Drive and Surfside Drive) continued to explore options until late 2009 but have not resolved the cost impacts associated with the project(s). Based on the project costs, neither of the two property owner groups appears prepared to proceed with the expansion of the sanitary sewer collection system at this time.

RECOMMENDATION

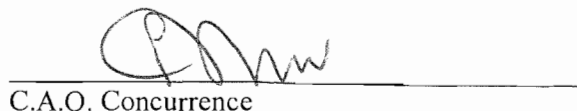
That the Board receive this report for information and that no further action on the Surfside Sanitary Sewer Collection System expansion be taken at this time.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

Sanitary Sewer Main Extensions Flamingo Drive and Surfside Drive

August 20th, 2009

Questions and Answers

(1) What are costs for the sewer main extensions based on?

We used the same cost information that was developed for the formal petition to residents earlier this year. The construction cost estimate, based on preliminary engineering drawings, was provided by Knappett Industries of Nanaimo.

(2) What is the per-metre cost for the sewer line installation?

The per-metre cost of installation is estimated to be \$830. This includes an allowance of \$233 per metre for de-watering the trench as high ground water and tidal influence has proven to be problematic in the past.

(3) Are there contingencies built into the cost?

The estimate has a significant contingency built in for dewatering. As well there is 10% of the project cost included for engineering fees.

(4) Can we get a grant for this project?

The RDN does not qualify for Federal/Provincial grants for sewer main extensions. In order to qualify the RDN is required by the Province to implement a region wide minimum 1 hectare zoning bylaw.

(5) What happens if this project is built and it comes in under budget?

Costs to the residents will reflect the actual cost to complete the project. So if the project comes in lower then your costs are lower.

(6) What happens if the final construction cost is higher than what is being estimated?

Final engineering is completed once we have a commitment to proceed from residents (i.e. they have signed a petition). We then get tendered prices for the work. If construction costs come in higher than what was spelled out in the petition then we must go back to you, the participating residents, and get approval before we can proceed.

(7) What happens if we extend the sanitary sewer main now, then in the future a property that did not participate wants to connect?

Once the main is installed and becomes the property of the Regional District then adjacent property owners have a right to apply for a connection to the main whether they participated in the original cost or not. If, in the future, a property owner beyond the end of the extended line wishes to connect then that property owners must extend the main at their cost.

(8) Can we defer our parcel taxes?

Yes, annual parcel taxes can be deferred. Annual user fees cannot be deferred.

You must be 55 or older, have at least 25% equity in your property and have paid up any arrears up to date before going on the deferral program.

(9) Can a Late Comers Agreement be considered?

No, late comer agreements can only be established for developers. As a Regional District project it would not be eligible for a late comer agreement as we are not developers.

(10) Would the extended sanitary sewer main be sized to provide for properties beyond this extension?

Yes, pipeline installations are engineered to take future servicing into account.

(11) Would you replace the water main along Surfside at the same time?

The water main is not in need of replacement at this time and the engineering completed so far does not indicate a need to replace water main piping as part of this project.

(12) Why are existing user fees and parcel taxes \$1,040? That seems high.

A copy of the Surfside Sanitary Sewer budget is included in your information package for you to review. This budget includes all of the revenue and expenditures incurred for this service. The most significant cost in the budget (54%) is for the "Sewer Utility". This refers to the cost to this service area for the treatment and disposal of sewage at the French Creek Water Pollution Control Centre.

(13) Can the residents carry out the project themselves?

In this case the residents would be acting as the developer. As the developer you would be required to have the engineering design carried out by a registered professional engineer to RDN standards, be responsible for obtaining quotes for the project, financing the project, providing professional oversight of the project and providing a 1 year maintenance bond for the works. On completion the works would be turned over to the RDN.



RDN REPORT	
CAO APPROVAL <i>QW</i>	
EAP	
COV	<i>✓ May 11 '10</i>
RHD	
BOARD	

MEMORANDUM

TO: John Finnie, General Manager
Regional and Community Utilities

DATE: April 23, 2010

FROM: Mike Donnelly
Manager of Water Services

FILE: 5500-22-09

SUBJECT: Well Condition Assessment and Maintenance Plan – Information Report

PURPOSE

To provide the Board with an overview of the recently completed Well Condition and Assessment Maintenance Plan.

BACKGROUND

Groundwater wells are the primary source of drinking water for the seven water service areas managed by the Regional District of Nanaimo. There is an inventory of 22 active wells providing water supply requirements to approximately 2,600 household connections serving over 6,300 people.

In order to ensure the long term production capacity of the well inventory and to ensure a consistent monitoring regimen is in place that will identify potential issues, a Well Condition Assessment and Maintenance Plan Report was completed by Kleinfelder Inc. of Redmond Washington. Kleinfelder utilized Water Services Department monitoring data on the well inventory spanning from 2000 to 2008. They assessed each well and provided a performance summary and well maintenance recommendations. A summary of key recommendations is attached to this report.

As part of the plan development Klienfelder Inc. reviewed various reports to assist in developing their recommendations for each well. These reports included the Water Source and Assessment Study for Electoral Area E, Annual System Reports and Well Construction Data reports.

The assessments of each well were hampered somewhat by the lack of monitoring well data that would assist in determining the actual static level of the water table. The report notes that understanding the static (non-pumping) water level is important for evaluating impacts related to regional water level declines, seasonal variability and calculation of specific capacity.

Specific capacity is an important indicator of declining well performance and is defined as the pumping rate (gallons per minute) divided by the drawdown in the well during pumping. Specific capacity should remain constant unless there is a reduction in the ability to pull water from the aquifer. Such reductions generally indicate a clogging of the well screen and within pore spaces in the aquifer itself.

Establishing monitoring wells in areas near production wells is the most effective solution to determining static water level. While this would likely be too expensive for some of the RDN water service areas there are opportunities within some service areas to establish monitoring wells. The 2010 work plan for the Water Services Department includes the establishment of observation wells for this purpose in the Nanoose Bay Peninsula and French Creek Water Service Areas.

The recommendations included in the report will assist in improving the existing capital plan well redevelopment program which is currently in place. The report will be reviewed as part of the 2011 budgeting process and the capital plan will be updated at that time.

ALTERNATIVES

- 1) Receive this report for information.
- 2) Provide alternate direction to staff.

FINANCIAL IMPLICATIONS

The financial implications associated with the recommendations will be brought forward in the 2011 budgeting process.

SUSTAINABILITY IMPLICATIONS

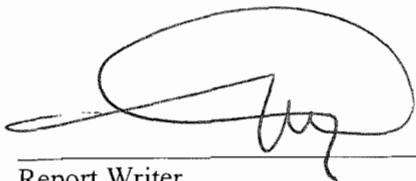
Well maintenance will prolong the life span of the well inventory operated by the Regional District of Nanaimo. In addition, well monitoring will continue to provide information on aquifer health as well and assist in providing information on long term trends within that resource. That information will assist in long term water resource planning efforts both for Water Services operational considerations and for the Drinking Water and Watershed Protection function.

CONCLUSIONS

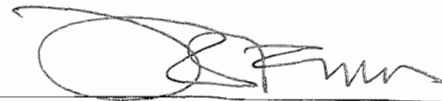
The Regional District of Nanaimo has received the Well Condition Assessment and Maintenance Plan report from Kleinfelder Inc. This report provides an assessment and recommendations for maintenance activity on the well inventory. This information will be reviewed as part of the 2011 budget process.

RECOMMENDATION


That the Board receive the Well Condition Assessment and Maintenance Plan staff report for information.



Report Writer



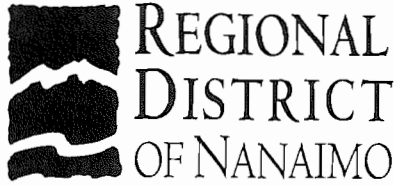
General Manager Concurrence



C.A.O. Concurrence

Well Condition Assessment and Maintenance Plan Key Recommendations

Well Name	Date Drilled	Current Capacity (igpm)	Potential Capacity (igpm)	Recommended Maintenance Activity			
				Well Rehabilitation	Replace Airline	Determine Static Water Level	Pumping Test
Surfside No.2	1998	24	64	X		X	X
French Creek Well No.7	1992	44	64	X	X	X	X
Madrona Well No.4	1986	17	20	X			
French Creek Well No.4	1979	64	120		X	X	X
French Creek Well No.2	1979	56	80			X	X
Nanoose Well No.2	1978	90	100		X	X	
Surfside Well No.1	early 1970's	20	52			X	X
Nanoose Well No.4	1980	58	120			X	
Fairwinds Well No.1	1988	92	120			X	
West Bay Well No.3	1982	176	184			X	
Nanoose Well No.3	1980	40	56		X		
Englishman River Well No.3	2003	62	100			X	
Englishman River Well No.2	2003	28	43			X	
Fairwinds Well No.2	1988	52	72				
Pylades Well No.1	1992	4	8			X	



CAO/ADN/BOAL	
EAP	
COV	✓ May 11 '10
RND	
BOARD	

MEMORANDUM

TO: John Finnie, General Manager
Regional and Community Utilities

DATE: April 29, 2010

FROM: Wayne Moorman,
Manager of Engineering Services

FILE: 5500-31-WC-01

SUBJECT: Whiskey Creek Water District Utility
Request to RDN to assume ownership

PURPOSE

To provide the Board with information on a request from the Whiskey Creek Water District to the Regional District of Nanaimo to acquire the private water system as an RDN water service area, and to obtain direction from the Board on proceeding with a public assent process.

BACKGROUND

The Whiskey Creek Water District is a private water system that was constructed in the 1970's. The water supply is from Crocker Creek, a tributary of Whiskey Creek. There are two water licenses granted to the utility for a total daily diversion of 64,500 imperial gallons per day. There are 128 residential properties serviced by the water system.

Prior to 2002 the water system was owned and operated by Westerlea Estates Ltd. (the original developer of the subdivision) but once the subdivision was fully developed the developer let the system fall into disrepair. A number of boil water advisories/orders were issued to the utility by the Ministry of Health over the years with the last one being issued in December 1999.

In 2000, the Ministry of Health (Vancouver Island Health Authority) and some residents of the utility began discussions with the Regional District about the RDN assuming ownership of the water utility. The Province approved an infrastructure grant to upgrade the system, conditional on the RDN assuming ownership. This proposal was rejected by the residents and the grant was forfeited. In 2002 the residents formed their own Whiskey Creek Water District (WCWD).

Effective November 1, 2002, the Whiskey Creek Water District was approved by the Comptroller of Water Rights. Since then the water system has been operated by the Water District and they have upgraded some components of the system. The boil water advisory issued in 1999 was removed and the system has been operating since that time with no further advisories.

The Chairman of the WCWD resigned from the Board on April 21, 2010. Under his direction the operation and maintenance of the system was undertaken by volunteers from the development. Now, however, there is little interest by other residents to continue this work so the Whiskey Creek Water District Board approached the RDN to acquire the system as an RDN water utility. The WCWD Board has met with RDN staff and discussed the matter with the Ministry of Environment (Management and Standards Branch). The Whiskey Creek Water District Board has also sent a newsletter to the residents advising that they supported RDN ownership of the system.

The WCWD Annual General Meeting was held on April 21. Staff from RDN Regional and Community Utilities, the Electoral Area Director and a representative from the Ministry of Environment (Utility Engineering) attended. The AGM was attended by 37 property owners (out of 128 properties) and they were generally in agreement with the RDN acquiring the water system. The WCWD confirmed with RDN staff at the end of the meeting that they were recommending to their members that the RDN acquire the water system.

Subsequent to the meeting, the RDN received a formal request for acquisition (see attachment) from WCWD. Staff are recommending that the RDN petition the 128 property owners to confirm the majority of the owners agree to this acquisition.

ALTERNATIVES

1. Proceed with a public assent process by petition.
2. Do not undertake an assent process to acquire the WCWD water utility.

FINANCIAL IMPLICATIONS

The petition and acquisition process for the Whiskey Creek Water District will require staff and administrative resources. It is anticipated that these costs will be accounted for within the Feasibility Fund for Electoral Area "F" and recovered from the new service area if it is established.

The Whiskey Creek water system does not currently meet RDN standards for community owned water systems. In 2009 the WCWD undertook a review of their system in consultation with RDN staff. The review determined that improvements were necessary to upgrade the water works infrastructure. Short term improvements included installation of a new control panel and alarms in the raw water pump station, installation of water meters to RDN standards and upgrading the alarm system for communication with the RDN system. The estimated cost of these improvements is in the range of \$85,000.

Longer term improvements identified were an additional reservoir, upgrading distribution pumping stations (both to provide emergency fire flow and redundancy in the system), installation of larger distribution water mains, looping of dead end water mains and installation of more fire hydrants. The estimated cost of these improvements has been estimated at \$320,000.

Currently the residents of the WCWD pay a flat fee of \$540 annually for water. Based on preliminary budgeting for the required short term improvements to the system and application of RDN water rates, staff estimate an annual parcel tax of between \$610 and \$920 and an average annual user fee of approximately \$210. The total annual user fee and parcel tax would therefore represent a cost to the residents of about \$820 to \$1,130 per residence. The variation in parcel tax is due to different amortization periods to finance the short term improvements and actual costs will vary depending on final capital and engineering requirements. The residents of the WCWD have been apprised of this information through a newsletter prepared and circulated by the WCWD Board.

The RDN has also been advised the existing water utility has a capital contingency fund of approximately \$50,000 that is held by the Province (the Deferred Capacity Trust Fund or Replacement Reserve Trust Fund). These funds will be transferred to the RDN upon ownership transfer and will be held in reserve as a contingency fund for the utility.

Staff would intend to apply for senior government infrastructure grants to facilitate future improvements to the system and thereby reduce cost impacts on the residents but there are no assurances that grant monies will be available.

SUSTAINABILITY IMPLICATIONS

If the Whiskey Creek Water District is owned and operated by the RDN we will apply user rates and watering restrictions on the properties (there are old water meters currently installed that we will read). The current system is not charged according to water used and there are no watering restrictions. Accordingly, RDN acquisition of the water system will support the RDN's water sustainability goals.

SUMMARY/CONCLUSIONS

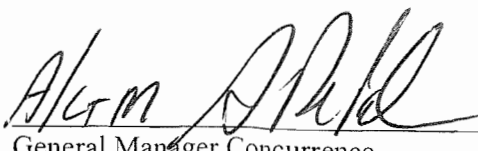
The Whiskey Creek Water District has formally requested the RDN acquire the water utility and assume the operation and maintenance of the system. In order for the RDN to proceed with this acquisition, the assent of the property owners is required. Staff is recommending the assent process be undertaken by petition. The costs and process have been explained to residents at the recent Annual General Meeting and the WCWD has sent a newsletter to all the property owners explaining the costs and benefits of the RDN acquiring their system.

RECOMMENDATION

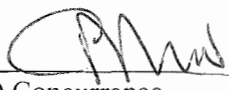
That the RDN petition the residents of the Whiskey Creek Water District to determine support for the RDN to acquire the Whiskey Creek Water District utility and staff report back to the RDN Board on the results of the petition process.



Report Writer



General Manager Concurrence



CAO Concurrence



Whiskey Creek Water Society
979 Poplar Way,
Qualicum Beach
BC V9K 1V9

27th April 2010

Mr. Wayne Moorman,
Water and Wastewater Services,
RDN
6300 Hammond Bay Road,
Nanaimo,
BC V9T 6N2

Dear Mr Moorman,

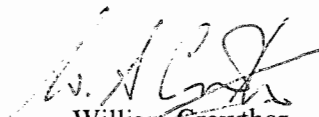
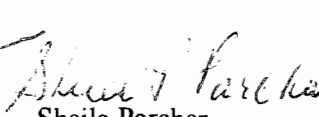
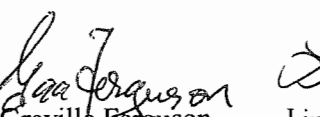
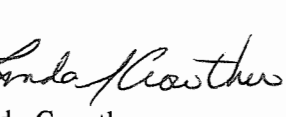
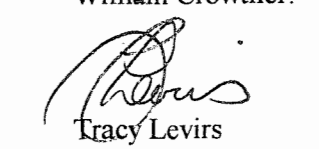
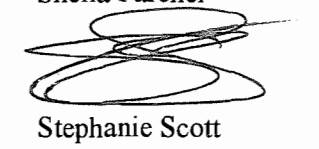
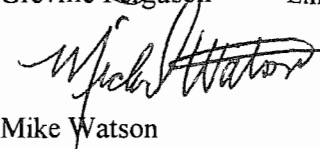
Re Whiskey Creek Water Society.

We write to thank John Finney^{ie}, Mike Donnelly, Lou Biggeman and yourself for attending the meeting on April 21st 2010. You were very informative and helpful.

We are confident that the members will ratify the petition when it is sent. The show of hands at the conclusion was strongly in favour. All Board members know of people who did not attend who are in favour of the transfer. We will not, however be complacent. We will keep the system running, keep the people informed and, of course, cooperate with you in any way we can.

We wish to conclude this letter by making a formal request to the Regional District of Nanaimo to take over the Whiskey Creek Water System.

Yours sincerely,

 William Crowther.	 Sheila Parcher	 Greville Ferguson	 Linda Crowther
 Tracy Levirs	 Stephanie Scott	 Mike Watson	

Whiskey Creek Water Board Members



CAC APPROVAL	
EAP	
COW	✓ May 11 '10
RHD	
BOARD	

MEMORANDUM

TO: John Finnie, General Manager
Water and Wastewater Services

DATE: May 3, 2010

FROM: Mike Donnelly
Manager of Water Services

FILE: 5500-22-SP-01

SUBJECT: San Pareil Water Service Area – Terrien Way Main Replacement Project
Expenditure of Borrowing Bylaw Funds

PURPOSE

To obtain Board approval to fund the water main replacement from the San Pareil water reservoir to Terrien Way in the San Pareil Water Service Area by utilizing borrowing capacity in “Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004”.

BACKGROUND

The water main connection from the system reservoir to the distribution piping on Terrien Way in the San Pareil Water Service Area is in need of replacement. The piping is the only supply link from the well field/reservoir to the distribution system and is substandard with respect to pipe quality and installation methods. Not completing this repair will increase the risk of possible significant water service interruptions in the future.

As part of the 2010 budgeting process \$23,000 was allocated in the operations budget for this project with the understanding that additional funds would be required from the borrowing bylaw currently in place. The additional funds required were to be determined through a project tender process.

Tenders for the project were received on April 21st, 2010 with a low bid of \$34,740 from Knappet Industries Ltd. This tender price does not include a contingency amount. Adding a 15% contingency results in a total project cost of \$39,950. Given that \$23,000 in funding is already in place this will result in additional funds in the amount of \$16,950 being required to complete the project.

This work should proceed prior to heavy summer water demand and is scheduled, subject to Board approval, for early June.

ALTERNATIVES

1. Approve the drawdown of up to \$17,000 from “Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004”.
2. Do not approve the drawdown of these funds.

FINANCIAL IMPLICATIONS

The project cost including a 15% contingency will total \$39,950. Existing funds in the amount of \$23,000 are included in the 2010 water system budget. This will result in a borrowing requirement of \$16,950 for this project.

This additional borrowing will generate a per parcel annual cost of approximately \$6 per year for 15 years beginning in 2011 and will be included in the financial plan as part of the 2011 budgeting process.

SUSTAINABILITY IMPLICATIONS

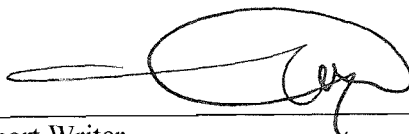
Planning for ongoing upgrades to water system infrastructure is an important aspect of maintaining sustainable capital infrastructure and a safe and sufficient supply of water.

CONCLUSIONS

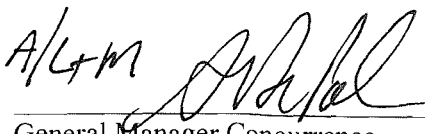
Staff recommend the drawdown of up to \$17,000 from “Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004” for the replacement of the water supply main from the system reservoir to the distribution piping network.

RECOMMENDATION

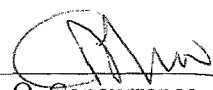
That a drawdown of up to \$17,000 from “Regional District of Nanaimo (San Pareil Water Service) Security Issuing Bylaw No. 1395, 2004” for the replacement of the water supply main from the system reservoir to the distribution piping network be approved.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION REGULAR MEETING HELD ON THURSDAY, APRIL 15, 2010 AT OCEANSIDE PLACE 2:00PM

Attendance: Frank Van Eynde, Electoral Area 'E', Chair
Dave Bartram, Director, RDN Board
Reg Nosworthy, Electoral Area 'F'
Teresa Patterson, Councillor, City of Parksville
Jack Wilson, Councillor, Town of Qualicum Beach
Eve Flynn, Trustee, School District #69
Michael Procter, Electoral Area 'H'

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Cathy MacKenzie, Recreation Programmer
Marilynn Newsted, Recording Secretary

CALL TO ORDER

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

Mr. Van Eynde presented Ms. Cathy MacKenzie with a Ten Year Service Pin on behalf of the Regional District of Nanaimo.

DELEGATIONS

BC Seniors Games

Ms. Carol Nicol Dowe, Area Director, Nanaimo BC Seniors Games, addressed the Commission requesting their consideration in the establishment of a recognition program in District 69, for local athletes who have won a gold medal at the Senior Games.

MINUTES

MOVED Commissioner Bartram, SECONDED Commissioner Procter, that the Minutes of the District 69 Recreation Commission meeting held February 18, 2010, be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Commissioner Procter and Commission Van Eynde will attend the BCRPA Symposium May 12 to 14, in Penticton.

Commissioner Nosworthy noted Grant-In-Aid requests to fund team jerseys were eligible under the current criteria, however, personal items (such as socks) were ineligible.

COMMUNICATION/CORRESPONDENCE

Mr. Osborne referred to the Oceanside Generals, Cyclone Taylor Cup Committee's (CTCC) correspondence. He stated the Board referred the Commission's resolution back to staff and directed that they meet with the CTCC to review and locate their budget errors. Upon review it was determined there would be a possible shortfall of \$8,000 in their event budget. As a result and with the concurrence of the District 69 Directors, a \$3,500 grant was approved by the Regional Board for the Cyclone Taylor Cup event.

MOVED Commissioner Nosworthy, SECONDED Commissioner Wilson, that the following Correspondence be received:

- N. Taylor Harding, Re: Ravensong Aquatic Centre Closure Concerns
- J. Schofield, Parksville Lawn Bowling Club, Re: Grant Thank You
- S. Pearson to N. Taylor-Harding, Re: Ravensong Aquatic Centre Upgrades 2010
- T. Murray, Lighthouse Floor Curlers, Re: Grant Complete Report
- Cockram, The Hand, Re: Thank You For Assistance With The Teens of the Towns Youth Conference
- S. Pearson to Oceanside Track and Field Club, Re: Ballenas Secondary School Track and Field Improvements
- S. Pearson to District 69 Sports Association, Re: Ballenas Secondary School Track and Field Improvement
- F. Van Eynde to Cyclone Taylor Cup Committee, Re: Grant Approval
- D. Banman to Arrowsmith Community Enhancement Society, Re: Additional Recreation Funding Electoral Area 'F'
- D. Porteous to R. Maitland, Re: Spectator Seating and Viewing Proposal
- D. Porteous to H. Yang, Re: Dressing Room Proposal
- D. Banman to Port Alberni Royal Bank Cup 2012 Bid Committee, Re: Bid Support

CARRIED

FUNCTION REPORTS

Oceanside Place

Mr. Banman presented a brief review of the Oceanside Place report for the months of February and March.

Mr. Osborne noted the unexpected failure of the second boiler at Oceanside Place. He stated at the Tuesday night meeting, Board approval was received to release reserve funds for the replacement of the boiler.

Ravensong Aquatic Centre/Recreation Coordinating

Ms. Pearson summarized the Ravensong Aquatic Centre and Recreation Coordinating reports for months of February and March.

Mr. Osborne reported the Ravensong Aquatic Centre Upgrade Project's first deadline of March 31, 2010, was met for the Recreation Infrastructure Canada funding program, with all criteria completed. He noted the lighting fixtures, the water treatment system and all the air handling

units have been procured and have either come in at or under the project budget projections, which has allowed an increase to the contingency fund.

Mr. Osborne stated the project is moving toward a substantial tender process in mid April for the building envelope and in mid May for the installation of the mechanical system.

Mr. Osborne reviewed the drawings of the exterior of the upgraded facility, pointing out the changes being made in the main pool area and the look of the facility with the new skylight in place. All work is on track.

Regional Parks and trails and Community Parks (EA 'E' – 'H')

Mr. Osborne presented a brief review of the Regional Parks and Trails and Community Parks (EA 'E' – 'H') report for the months of February and March.

MOVED Commissioner Nosworthy, SECONDED Commissioner Patterson, that the Reports be received.

CARRIED

NEW BUSINESS

Field Allocation Update

MOVED Commissioner Wilson, SECONDED Commissioner Procter, that the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.

CARRIED

Athlete Recognition Program

MOVED Commissioner Patterson, SECONDED Commissioner Flynn, that staff be directed to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Area's E, F, G and H and have won a Provincial, Western Canadian, National or World championship for the District 69 Recreation Commission's consideration.

CARRIED

Commissioner Patterson left the meeting at 3:55pm.

Financial Access Program

MOVED Commissioner Bartram, SECONDED Commissioner Nosworthy, that the District 69 Recreation Financial Assistance Program report be received as information.

CARRIED

COMMISSIONER ROUNDTABLE

Commissioner Flynn stated the potential loss of 280 students will have a significant impact on the School District budget. The budget will be presented to the Community at three public meetings prior to final approval at the end of April.

Commissioner Flynn reported Carol Bell of Nanoose Bay, was the winner of the lottery for the two Olympic curling tickets.

Commissioner Wilson stated the Town of Qualicum Beach is in the process of constructing a trail to parallel Village Way.

Commissioner Nosworthy highlighted the following items in Area 'F':

- The Malcolm Trail has been completed.
- A community events calendar is in the works for all the non profit groups in Area 'F'.
- The after school activity programs will resume and will be held in the old office at the fair grounds.
- A mixed sports drop-in night in the new activity building will be kicked-off on Wednesday with a volleyball night.
- Working with the Corcan Residents Association arrangements are being made to have the WOW Bus stop at the Meadowood Store.

ADJOURNMENT

MOVED Commissioner Bartram that the meeting be adjourned at 4:05pm.

Next Meeting - May 20, 2010, 2:00pm at Oceanside Place

Frank Van Eynde, Chair



RDN REPORT		CW
CAO APPROVAL		
EAP		
CCV		
RHD		
BOARD		
Dist 69 - Apr 15 '10		

MEMORANDUM

TO: Dean Banman
Manager of Recreation Services

DATE: April 6, 2010

FROM: Cathy MacKenzie
Recreation Programmer

FILE:

SUBJECT: Field Allocations Update and Review of Guidelines

PURPOSE

To provide information regarding sportsfield allocations and guidelines in District 69.

BACKGROUND

The RDN Recreation and Parks Department provides support to the Town of Qualicum Beach, City of Parksville and School District #69 by administering the bookings of all sportfields and tennis courts used by community groups. Bookings are coordinated with over 40 community groups including leagues, special events and tournaments for 29 ball diamonds, 19 soccer fields and nine tennis courts. The fields are owned by the City of Parksville, Town of Qualicum Beach, School District #69 and the Regional District of Nanaimo. Attached as *Appendix I* is a summary report for each field and its usage for 2009.

As the report shows, each field accommodates a variety of sport activity depending on the time of year, playability and amenities. Field use varies at each site and can be broadly categorized as follows:

1. Qualicum Beach Community Park: youth soccer practice /games; adult soccer games; cricket; minor and adult softball; minor baseball
2. Springwood Park: youth soccer practice /games; adult soccer practice; minor and adult softball; minor baseball; field lacrosse; tackle football
3. Parksville Community Park: youth soccer practice /games; minor and adult softball; field lacrosse
4. School District Fields: youth soccer practice /games; adult soccer practice/games; minor and adult softball; track and field; minor tackle and minor flag football; high school sports (rugby, soccer, tackle football, track and field)

Field Allocation Guidelines

The RDN Recreation and Parks Department provide terms and conditions to all field users on behalf of the field owner (City of Parksville, Town of Qualicum Beach, School District 69, RDN). A copy of the current terms and conditions and general notice is attached as *Appendix II*. The terms and conditions document form part of the facility booking contract and is reviewed with the main sporting organizations in May of each year at an annual field users meeting.

In April of this year staff have initiated a review of the sportfield policies it shares with field owners and will be scheduling meetings with representatives from the City of Parksville, Town of Qualicum Beach and School District 69. The meeting with the three jurisdictions will be to review current practices, discuss trends in field use and review possible solutions to meet increase demand.

Current Demand for Field Use

There are several issues with regards to the current and increasing demand for fields:

1. Each sport seasons continue to become longer (pre-season, league play; post-season/all - star season). Spring and Fall, leagues continue to compete for space.
2. New special events and sport tournaments (Movie in Park; Ultimate Frisbee, etc.) are becoming more prevalent.
3. Informal social use of the fields from groups formed at work, parent and other social affiliations has been increasing in recent years.
4. Field requests from new groups are not being met due to the high occupancy rates of existing fields.
5. Leagues will need to consider limiting registration, playing fewer games or playing double-headers with late night bookings creating possible noise and light issues in neighbourhoods.
6. The increase in use may out pace the ability of owners to maintain fields at an acceptable level.

There has also been an increase in the number of adult groups accessing the fields and a general decrease in the number of youth groups. This shift could be explained by the local demographics combined with the increase in non-field related youth activities such as BMX racing, mountain biking and track and field.

	Minor Softball	Minor Baseball	Youth Soccer	Adult Orthodox Softball	Adult Slo-Pitch	Senior Slo-Pitch	Total Youth	Total Adult	Total
2001	378	340	762	120	260	72	1480	452	1932
2004	236	227	716	150	220	84	1179	454	1633
2009	95	254	642	200	180	132	991	512	1503

ALTERNATIVES

1. That the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.
2. That the District 69 Field Allocations Update and Review of Guidelines report be received as information and alternative direction be provided on the provision and scheduling of sportfields in District 69.

FINANCIAL IMPLICATIONS

Any creation of new sportfields or enhancements to existing ones would require financial capital and the establishment of, or increases to, annual operating budgets. Funding sources for both would need to be considered.

Current practice does not include charging field user groups for bookings. Although widely accepted that operation and maintenance cost of these facilities is significantly lower than ice arenas and aquatic facilities, field owners in District 69 have not yet adopted a fees and charges policy for sportfields. Other communities do charge for sportfield use with fees depending on the quality of field, type of surface (natural or synthetic) and other amenities such as field house and/or concession that are available. A sampling of the field rates being charged by some mid-island communities show ranges from five dollars per hour per field or diamond up to as high as \$20.00.

Reserve Fund Bylaw 1588

In 2006 the Regional District adopted a Recreation Services Master Plan for the District 69 area, which provided recommendations to guide the Regional District for a ten year period. A series of recommendations centered on the development of an outdoor sports complex including a track and field facility. Over the course of 2008 and 2009 the Regional District participated in a joint study with School District 69 evaluating how a multi purpose sportsfield facility might be created for District 69 residents.

In anticipation of a potential future facility a total of \$100,000 was allocated to reserves in the 2008 and 2009 annual budgets and a further \$30,000 is budgeted to the reserve fund in 2010. No further contributions are identified at present in the five year plan. The intent of the reserve fund is to directly or indirectly support the development of recreational or other cultural facilities which benefit the residents in District 69. Sportsfields are an eligible facility under this reserve fund bylaw.

SUSTAINABILITY / CITIZEN IMPLICATIONS

Healthy active lifestyles will continue to be promoted and encourage by all levels of government and health professions. Increasingly health agencies realize that a more proactive approach to minimizing the strain on hospitals and other medical services is through the promotion of individual wellness through physical activity.

The demand in District 69 sees adults and seniors utilizing sport fields more frequently and to the point where the existing inventory of fields is reaching capacity. In order to meet the demand on sportfields, more resources will likely need to be allocated to sportfields within District 69.

CONCLUSION

The RDN Recreation and Parks Department currently schedules all sportfields and tennis courts owned by the RDN, the City of Parksville, Town of Qualicum Beach and School District 69. As the main conduit to user groups, the Recreation and Parks Department handle and facilitates, as best possible, the changing demands on the district's sportfield system. Existing trends project continuing shifts affecting sportfield use in District 69. Although youth use of sportfields has declined in recent years, the demand from adult groups has increased. This in addition to seasons of play increasing earlier in Spring and later into Fall see the occupancy of fields continue to rise. This increase is now to the point where newly formed sport groups looking to establish leagues and casual users struggle to find times that are practicable.

As demand increases so does the required effort to maintain sportfields. Resources such as labour and financial need to be monitored to ensure that their level are either maintained or increased to aid in bringing possible playfields up to sportfield standards. This would increase the inventory of fields and ball diamonds in District 69. Other communities have addressed similar issues by establishing facility development funds and fees and charges for sportsfields. Agreement partnerships have been established in some communities that facilitate the maintenance and operations of these facilities. In 2009 the RDN established Bylaw 1588 that allows for funds to be budgeted specifically for the development of recreational or cultural facilities. Presently user fees are not charged for the use of fields booked by the RDN.

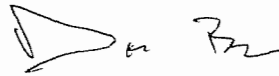
It is recommended that staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District 69 review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the local sportfields.

RECOMMENDATION

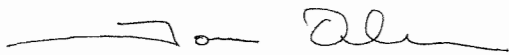
That the District 69 Field Allocations Update and Review of Guidelines report be received as information and staff be directed to meet with the City of Parksville, Town of Qualicum Beach and School District #69 to review current scheduling practices, discuss trends in field use and review possible solutions to meet the changing demand on the District's sportfields.



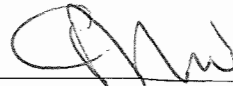
Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

APPENDIX I

District 69 Sportfield Usage - 2009



Facility Usage Report - Summary

Printed: 25-Mar-10, 11:28 AM

User: cmackenzie

Booking Types: Rentals/Courses
 Date from: Thursday, January 01, 2009
 Facility Option: Complex
 Rental Status: Closed/Firm/Tentative

Date to: Thursday, December 31, 2009
 Facility type: Sports Field

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Complex: Arrowview Elementary School				
Facility: #1 Diamond		Hours Avail: 5110:00		
Minor Baseball	27:00	\$0.00	\$0.00	\$0.00
Minor Softball	4:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	8:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	1:30	\$0.00	\$0.00	\$0.00
Total for Facility: #1 Diamond	40:30	\$0.00	\$0.00	\$0.00
Facility: #1 Soccer		Hours Avail: 5110:00		
Adult Soccer	4:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	77:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	101:00	\$0.00	\$0.00	\$0.00
Total for Facility: #1 Soccer	182:00	\$0.00	\$0.00	\$0.00
Facility: #1-A Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	39:30	\$0.00	\$0.00	\$0.00
Total for Facility: #1-A Soccer	39:30	\$0.00	\$0.00	\$0.00
Facility: #1-B Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	17:15	\$0.00	\$0.00	\$0.00
Total for Facility: #1-B Soccer	17:15	\$0.00	\$0.00	\$0.00
Facility: #2 Diamond		Hours Avail: 5110:00		
Minor Softball	9:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	1:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Diamond	10:30	\$0.00	\$0.00	\$0.00
Facility: #2 Soccer		Hours Avail: 5110:00		
Youth Soccer Game	55:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	63:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Soccer	118:30	\$0.00	\$0.00	\$0.00
Facility: #2-A Soccer		Hours Avail: 5110:00		
Youth Soccer Practice	252:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2-A Soccer	252:30	\$0.00	\$0.00	\$0.00
Facility: #2-B Soccer		Hours Avail: 5110:00		
Youth Soccer Practice	12:00	\$0.00	\$0.00	\$0.00
Total for Facility: #2-B Soccer	12:00	\$0.00	\$0.00	\$0.00
Facility: Ball Diamonds/Soccer Fields		Hours Avail: 5110:00		
Special Event - Fields	8:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	10:30	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamonds/Soccer Fields	18:30	\$0.00	\$0.00	\$0.00
Total for Complex: Arrowview Elementary School	691:15	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Complex: Ballenas Secondary School				
Facility: North Field		Hours Avail: 5110:00		
Football Practice	153:00	\$0.00	\$0.00	\$0.00
Minor Baseball	4:00	\$0.00	\$0.00	\$0.00
Track and Field	28:00	\$0.00	\$0.00	\$0.00
Total for Facility: North Field	185:00	\$0.00	\$0.00	\$0.00
Facility: Oval		Hours Avail: 5110:00		
Adult Soccer	4:00	\$0.00	\$0.00	\$0.00
Football Game	5:00	\$0.00	\$0.00	\$0.00
Football Practice	69:45	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	1:00	\$0.00	\$0.00	\$0.00
Total for Facility: Oval	79:45	\$0.00	\$0.00	\$0.00
Facility: Soccer/Football Fields		Hours Avail: 4745:00		
Special Event - Fields	10:30	\$0.00	\$0.00	\$0.00
Total for Facility: Soccer/Football Fields	10:30	\$0.00	\$0.00	\$0.00
Total for Complex: Ballenas Secondary School	275:15	\$0.00	\$0.00	\$0.00
Complex: Bowser Tennis Courts				
Facility: Parking Lot		Hours Avail: 8760:00		
ADT H - Lace Up and Learn to Run in Lig	12:00	\$0.00	\$0.00	\$0.00
ADT H - Lace Up and Run Some More in Lig	11:15	\$0.00	\$0.00	\$0.00
ADT H - Lace Up and Run Stronger in Ligh	33:00	\$0.00	\$0.00	\$0.00
Total for Facility: Parking Lot	56:15	\$0.00	\$0.00	\$0.00
Total for Complex: Bowser Tennis Courts	56:15	\$0.00	\$0.00	\$0.00
Complex: Jack Bagley Fields				
Facility: #1 Diamond		Hours Avail: 5110:00		
Minor Baseball	2:00	\$0.00	\$0.00	\$0.00
Minor Softball	10:30	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	39:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	2:00	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	10:00	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	6:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	1:00	\$0.00	\$0.00	\$0.00
Special Event - Fields	5:15	\$0.00	\$0.00	\$0.00
Total for Facility: #1 Diamond	75:45	\$0.00	\$0.00	\$0.00
Facility: #2 Diamond		Hours Avail: 5110:00		
Minor Baseball	2:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	4:30	\$0.00	\$0.00	\$0.00
Special Event - Fields	15:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Diamond	22:00	\$0.00	\$0.00	\$0.00
Facility: A Soccer		Hours Avail: 5110:00		
Youth Soccer Practice	74:30	\$0.00	\$0.00	\$0.00
Total for Facility: A Soccer	74:30	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: B Soccer				
	Hours Avail: 5110:00			
Youth Soccer Practice	9:30	\$0.00	\$0.00	\$0.00
Total for Facility: B Soccer	9:30	\$0.00	\$0.00	\$0.00
Facility: Ball Diamonds/Soccer Fields				
	Hours Avail: 5475:00			
Minor Softball	35:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	1:15	\$0.00	\$0.00	\$0.00
Special Event - Fields	29:00	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamonds/Soccer Fields	65:15	\$0.00	\$0.00	\$0.00
Facility: Soccer				
	Hours Avail: 5110:00			
Flag Football	14:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	41:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	156:00	\$0.00	\$0.00	\$0.00
Total for Facility: Soccer	211:30	\$0.00	\$0.00	\$0.00
Total for Complex: Jack Bagley Fields	458:30	\$0.00	\$0.00	\$0.00
Complex: Kwalikum Secondary School				
Facility: Grass Hockey/Soccer Field				
	Hours Avail: 5110:00			
ADT - Coed 6 on 6 Summer Soccer	20:00	\$0.00	\$0.00	\$0.00
Dryland Training	12:00	\$0.00	\$0.00	\$0.00
Total for Facility: Grass Hockey/Soccer Field	32:00	\$0.00	\$0.00	\$0.00
Facility: Rugby/Soccer Field				
	Hours Avail: 5475:00			
Adult Soccer	43:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	4:00	\$0.00	\$0.00	\$0.00
Total for Facility: Rugby/Soccer Field	47:00	\$0.00	\$0.00	\$0.00
Total for Complex: Kwalikum Secondary School	79:00	\$0.00	\$0.00	\$0.00
Complex: Oceanside Middle School				
Facility: Ball Diamond/Soccer Field				
	Hours Avail: 8760:00			
Casual Booking	2:00	\$0.00	\$0.00	\$0.00
Football Practice	56:00	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamond/Soccer Field	58:00	\$0.00	\$0.00	\$0.00
Facility: Diamond				
	Hours Avail: 5110:00			
Minor Baseball	2:00	\$0.00	\$0.00	\$0.00
Minor Softball	4:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	49:30	\$0.00	\$0.00	\$0.00
Outdoor Lacrosse Practice	1:30	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	6:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	14:30	\$0.00	\$0.00	\$0.00
Special Event - Fields	5:00	\$0.00	\$0.00	\$0.00
Total for Facility: Diamond	82:30	\$0.00	\$0.00	\$0.00
Facility: OMS Soccer A				
	Hours Avail: 8760:00			
Outdoor Lacrosse Practice	3:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	13:00	\$0.00	\$0.00	\$0.00
Total for Facility: OMS Soccer A	16:00	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: OMS Soccer B				
	Hours Avail: 8760:00			
Youth Soccer Practice	1:30	\$0.00	\$0.00	\$0.00
Total for Facility: OMS Soccer B	1:30	\$0.00	\$0.00	\$0.00
Facility: Soccer				
	Hours Avail: 5110:00			
Adult Soccer	26:00	\$0.00	\$0.00	\$0.00
Dryland Training	44:00	\$0.00	\$0.00	\$0.00
Ladies Soccer	25:30	\$0.00	\$0.00	\$0.00
Youth Soccer Game	18:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	26:30	\$0.00	\$0.00	\$0.00
Total for Facility: Soccer	140:00	\$0.00	\$0.00	\$0.00
Total for Complex: Oceanside Middle School	298:00	\$0.00	\$0.00	\$0.00
Complex: Parksville Community Park				
Facility: #1 Soccer - LB End				
	Hours Avail: 5110:00			
Adult Soccer	30:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	46:30	\$0.00	\$0.00	\$0.00
Total for Facility: #1 Soccer - LB End	76:30	\$0.00	\$0.00	\$0.00
Facility: #1-A Soccer				
	Hours Avail: 5475:00			
Youth Soccer Game	1:00	\$0.00	\$0.00	\$0.00
Total for Facility: #1-A Soccer	1:00	\$0.00	\$0.00	\$0.00
Facility: #1-B Soccer				
	Hours Avail: 5475:00			
Youth Soccer Practice	9:00	\$0.00	\$0.00	\$0.00
Total for Facility: #1-B Soccer	9:00	\$0.00	\$0.00	\$0.00
Facility: #2 Soccer				
	Hours Avail: 5110:00			
SOCCERTRON - Soccer Tot (4-5 yrs)	8:45	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	10:00	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Soccer	18:45	\$0.00	\$0.00	\$0.00
Facility: #3 Soccer				
	Hours Avail: 5110:00			
SOCCERTRON - Half Day Camps (8-13yrs)	15:00	\$0.00	\$0.00	\$0.00
SOCCERTRON - Half-Day Camps (6-13yrs)	15:00	\$0.00	\$0.00	\$0.00
SOCCERTRON - Soccer Tot (4-5 yrs)	3:45	\$0.00	\$0.00	\$0.00
Total for Facility: #3 Soccer	33:45	\$0.00	\$0.00	\$0.00
Facility: #4 Soccer -DQ End				
	Hours Avail: 5110:00			
Youth Soccer Game	3:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	43:00	\$0.00	\$0.00	\$0.00
Total for Facility: #4 Soccer -DQ End	46:00	\$0.00	\$0.00	\$0.00
Facility: Ball Diamonds/Soccer Fields				
	Hours Avail: 730:00			
Croquet	28:30	\$0.00	\$0.00	\$0.00
Football Practice	12:00	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	200:00	\$0.00	\$0.00	\$0.00
Special Event - Fields	21:00	\$0.00	\$0.00	\$0.00
Ultimate Frisbee	9:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	148:30	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamonds/Soccer Fields	419:00	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: DQ Diamond		Hours Avail: 5110:00		
Minor Softball	43:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	45:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	21:30	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	287:30	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	240:15	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	13:00	\$0.00	\$0.00	\$0.00
Total for Facility: DQ Diamond	650:15	\$0.00	\$0.00	\$0.00
Facility: LB Diamond		Hours Avail: 5110:00		
Minor Softball	57:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	57:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	17:45	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	293:00	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	198:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	27:00	\$0.00	\$0.00	\$0.00
Total for Facility: LB Diamond	649:45	\$0.00	\$0.00	\$0.00
Total for Complex: Parksville Community Park	1,904:00	\$0.00	\$0.00	\$0.00
Complex: Qualicum Beach Community Park				
Facility: #1- Diamond		Hours Avail: 5110:00		
Minor Softball	26:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	132:45	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	9:30	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	10:00	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	91:30	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	12:30	\$0.00	\$0.00	\$0.00
Total for Facility: #1- Diamond	282:15	\$0.00	\$0.00	\$0.00
Facility: #2 - Diamond		Hours Avail: 5110:00		
Mixed Ortho - Ball Game	135:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	8:30	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	137:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	6:15	\$0.00	\$0.00	\$0.00
Total for Facility: #2 - Diamond	286:45	\$0.00	\$0.00	\$0.00
Facility: #3 - Diamond		Hours Avail: 5110:00		
Mixed Ortho - Ball Game	129:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	5:00	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	72:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	11:30	\$0.00	\$0.00	\$0.00
Total for Facility: #3 - Diamond	217:30	\$0.00	\$0.00	\$0.00
Facility: #4 - Diamond		Hours Avail: 5110:00		
Minor Softball	24:00	\$0.00	\$0.00	\$0.00
Total for Facility: #4 - Diamond	24:00	\$0.00	\$0.00	\$0.00
Facility: Ball Diamonds/Soccer Fields		Hours Avail: 5110:00		
Special Event - Fields	21:00	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamonds/Soccer Fields	21:00	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: Cricket Pitch		Hours Avail: 2555:00		
Cricket	70:00	\$0.00	\$0.00	\$0.00
Total for Facility: Cricket Pitch	70:00	\$0.00	\$0.00	\$0.00
Facility: EW Rec Soccer Field		Hours Avail: 5110:00		
SOCCERTRON - Half Day Camps (8-13yrs)	15:00	\$0.00	\$0.00	\$0.00
SOCCERTRON - Half-Day Camps (6-13yrs)	15:00	\$0.00	\$0.00	\$0.00
SOCCERTRON - Soccer Tot (4-5 yrs)	12:30	\$0.00	\$0.00	\$0.00
Youth Soccer Game	32:30	\$0.00	\$0.00	\$0.00
Total for Facility: EW Rec Soccer Field	75:00	\$0.00	\$0.00	\$0.00
Facility: East Rec Diamond		Hours Avail: 5110:00		
Minor Softball	105:30	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	109:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	1:30	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	6:00	\$0.00	\$0.00	\$0.00
Special Event - Fields	7:30	\$0.00	\$0.00	\$0.00
Total for Facility: East Rec Diamond	229:30	\$0.00	\$0.00	\$0.00
Facility: East Soccer		Hours Avail: 5110:00		
Adult Soccer	38:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	35:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	15:00	\$0.00	\$0.00	\$0.00
Total for Facility: East Soccer	88:00	\$0.00	\$0.00	\$0.00
Facility: East-A Soccer		Hours Avail: 5475:00		
Adult Soccer	10:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	144:00	\$0.00	\$0.00	\$0.00
Total for Facility: East-A Soccer	154:30	\$0.00	\$0.00	\$0.00
Facility: East-B Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	133:30	\$0.00	\$0.00	\$0.00
Total for Facility: East-B Soccer	133:30	\$0.00	\$0.00	\$0.00
Facility: East-D Soccer		Hours Avail: 8760:00		
Snowshoe Practice	9:00	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	10:00	\$0.00	\$0.00	\$0.00
Total for Facility: East-D Soccer	19:00	\$0.00	\$0.00	\$0.00
Facility: Pee Wee Baseball Diamond		Hours Avail: 5110:00		
Minor Baseball	158:00	\$0.00	\$0.00	\$0.00
Total for Facility: Pee Wee Baseball Diamond	158:00	\$0.00	\$0.00	\$0.00
Facility: West Rec Diamond		Hours Avail: 5110:00		
Minor Baseball	57:00	\$0.00	\$0.00	\$0.00
Minor Softball	45:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Practice	2:00	\$0.00	\$0.00	\$0.00
Total for Facility: West Rec Diamond	104:00	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: #1B Soccer		Hours Avail: 5475:00		
Adult Soccer	1:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	111:00	\$0.00	\$0.00	\$0.00
Total for Facility: #1B Soccer	112:30	\$0.00	\$0.00	\$0.00
Facility: #2 Diamond		Hours Avail: 5110:00		
Minor Baseball	4:00	\$0.00	\$0.00	\$0.00
Minor Softball	28:00	\$0.00	\$0.00	\$0.00
Mixed Ortho - Ball Game	35:00	\$0.00	\$0.00	\$0.00
Senior Slo - Pitch	23:00	\$0.00	\$0.00	\$0.00
Slo Pitch Ball Game	49:00	\$0.00	\$0.00	\$0.00
Slo-Pitch Practise	1:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Diamond	140:30	\$0.00	\$0.00	\$0.00
Facility: #2 Soccer		Hours Avail: 5110:00		
Flag Football	21:00	\$0.00	\$0.00	\$0.00
Outdoor Lacrosse Practice	7:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	12:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2 Soccer	41:00	\$0.00	\$0.00	\$0.00
Facility: #2A Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	121:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2A Soccer	121:30	\$0.00	\$0.00	\$0.00
Facility: #2B Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	68:30	\$0.00	\$0.00	\$0.00
Total for Facility: #2B Soccer	68:30	\$0.00	\$0.00	\$0.00
Facility: #3 Soccer		Hours Avail: 5475:00		
Flag Football	21:00	\$0.00	\$0.00	\$0.00
Outdoor Lacrosse Practice	19:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	14:00	\$0.00	\$0.00	\$0.00
Total for Facility: #3 Soccer	54:30	\$0.00	\$0.00	\$0.00
Facility: #3A Soccer		Hours Avail: 5475:00		
Outdoor Lacrosse Game	10:30	\$0.00	\$0.00	\$0.00
Youth Soccer Practice	101:30	\$0.00	\$0.00	\$0.00
Total for Facility: #3A Soccer	112:00	\$0.00	\$0.00	\$0.00
Facility: #3B Soccer		Hours Avail: 5475:00		
Youth Soccer Practice	27:00	\$0.00	\$0.00	\$0.00
Total for Facility: #3B Soccer	27:00	\$0.00	\$0.00	\$0.00
Facility: Ball Diamonds/Soccer Fields		Hours Avail: 5475:00		
Flag Football	7:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	23:00	\$0.00	\$0.00	\$0.00
Total for Facility: Ball Diamonds/Soccer Fields	30:00	\$0.00	\$0.00	\$0.00
Facility: Bantam Diamond		Hours Avail: 5475:00		
Minor Baseball	355:30	\$0.00	\$0.00	\$0.00
Total for Facility: Bantam Diamond	355:30	\$0.00	\$0.00	\$0.00

Facility Usage Report - Summary

	Duration	Fee Amount	Extra Fee Amt.	Total Revenue
Facility: Football	Hours Avail: 5110:00			
Adult Soccer	12:00	\$0.00	\$0.00	\$0.00
Football Game	21:00	\$0.00	\$0.00	\$0.00
Football Practice	21:00	\$0.00	\$0.00	\$0.00
Youth Soccer Game	33:00	\$0.00	\$0.00	\$0.00
Total for Facility: Football	87:00	\$0.00	\$0.00	\$0.00
Facility: Football A	Hours Avail: 8760:00			
Football Practice	34:00	\$0.00	\$0.00	\$0.00
Total for Facility: Football A	34:00	\$0.00	\$0.00	\$0.00
Facility: Football B	Hours Avail: 8760:00			
Football Practice	75:00	\$0.00	\$0.00	\$0.00
Total for Facility: Football B	75:00	\$0.00	\$0.00	\$0.00
Facility: New Pee Wee Diamond	Hours Avail: 5475:00			
Minor Baseball	257:30	\$0.00	\$0.00	\$0.00
Total for Facility: New Pee Wee Diamond	257:30	\$0.00	\$0.00	\$0.00
Facility: Old Pee Wee Diamond	Hours Avail: 5475:00			
Minor Baseball	447:30	\$0.00	\$0.00	\$0.00
Total for Facility: Old Pee Wee Diamond	447:30	\$0.00	\$0.00	\$0.00
Facility: Royals Ball Diamond	Hours Avail: 5475:00			
Minor Baseball	686:00	\$0.00	\$0.00	\$0.00
Total for Facility: Royals Ball Diamond	686:00	\$0.00	\$0.00	\$0.00
Total for Complex: Springwood Park	3,077:00	\$0.00	\$0.00	\$0.00
Report Totals:	9,072:00	\$0.00	\$0.00	\$0.00

APPENDIX II

DISTRICT 69 SPORTSFIELD BOOKING AND FIELD USE GUIDELINES

OWNERSHIP OF DISTRICT 69 FIELDS

The RDN Recreation and Parks Department schedule District 69 sportsfields. Bookings can be made Monday through Friday, 8:30 a.m. to 4:30 p.m. at Oceanside Place or by calling the office, 250-248-3252 or by emailing cmackenzie@rdn.bc.ca. Jenny Gibson, Ann-Marie Harvey, Julia Jennings and Cathy MacKenzie can assist you with your booking.

Sportsfields are owned and operated by a number of parties. The organizations are as follows:

- **School District #69** - owns and maintains all fields associated with each school in District 69. Contact Earl Billingsly, (250) 248-2067.
- **Regional District of Nanaimo** - owns Nanoose Bay's Jack Bagley sports field. Contact Recreation and Parks at (250)248-3252. This field is maintained by School District #69.
- **City of Parksville** - owns and maintains Parksville Community Park Fields and Springwood Park sports fields. Contact Peter Crawshaw, (250) 248-5412.
- **Town of Qualicum Beach** - owns and maintains the Qualicum Beach Community Park. Contact Tony Bothello (250) 752-6921.
- **Qualicum Bay Lions Club** - owns and maintains the fields at the Lighthouse Community Park. Contact Cliff Pardiac (250) 757-8548

PRIORITY FOR USE

Minor league or organizations providing programs for youth will have priority over adult leagues in the booking of games. No team or league will have exclusive use of any field. Minor lacrosse will receive priority use of the lacrosse box. Seasons for the purpose of booking priority are as follows:

- September 1 to March 31 – soccer/field lacrosse
- April 1 to August 31 – baseball/softball/cricket
- August 1 to November 31- football

Each field owner reserves the right to prior use or determines the use of their respective facilities.

BOOKING PROCEDURES

- Tentative booking requests are made in writing and submitted to the RDN Recreation and Parks Department. Requests are generally due in early March for the spring/ summer and late August for fall/ winter seasons. Please call the Recreation and Parks office at 250-248-3252 for exact due date.

- Sport Association meetings are held throughout the year to discuss issues or concerns with leagues representatives and field owners. At the Sports Association in September and April leagues will receive facility use contracts for the upcoming season.
- Firm contracts will be issued upon receipt of a firm league schedule.
- Rosters with the street addresses of players must be submitted to RDN Recreation and Parks.
- Practice times, makeup, and/or additional league games may be booked at anytime once the initial games are booked.
- Cancellations: If your plans change please cancel your booked times so that another may take advantage of the open time.

FIELD MAINTENANCE

- The field shall be closed as necessary for maintenance, repair or due to weather at the discretion of the owner.
- The RDN Recreation and Parks Department will contact individuals with bookings on closed fields. Only the person who booked the field will be contacted, and it will be that person's responsibility to contact the affected parties.
- Field closure signs will be posted on closed fields when appropriate.

FIELD USE

- Please, no alterations to the field without checking first with the owner of the field.
- All garbage must be taken out following games – ticket stubs, cans, ball equipment, etc. Tournament sponsors are responsible for leaving fields in condition they found them by Monday morning at 8:00 am.
- Absolutely no vehicles on grassed fields or in fire lanes unless approved by the field owner.
- Alcohol consumption on publicly owned fields is prohibited, except as approved under liquor license by Regional District of Nanaimo, City of Parksville, or Town of Qualicum Beach. **NO LIQUOR or SMOKING ON SCHOOL FIELDS!**
- Concessions: Please be aware that concessions are not to be held in the Parksville Community Park as the City of Parksville is under contract with a vendor which gives this operator exclusive rights to retail sales of food and drinks with the exception of specific events as outlined in the City of Parksville policy. User groups are reminded that providing food at private functions at any site may still require health permits from Central Vancouver Health Authority.
- Neighbours: All groups are asked to be particularly sensitive to the privacy of neighboring property owners. You are reminded that teams using the field are responsible for the actions of

spectators including your children. Any trespassing onto private property or damage to private property will result in loss of field privileges for the user for the remainder of the season.

- Use a heavy dose of common sense; protect your fields and they will be available to you for many years to come!

SPECIAL CONSIDERATIONS

- In Qualicum Beach a charge of \$100.00 will be levied as a clean-up deposit for ALL TOURNAMENTS on community sports fields and refunded if the facilities are found to be in an acceptable condition following inspection by the municipal works staff. The clean-up deposit is to be paid at the Municipal Office by 4:00 PM the Friday before the tournament commences and refunded any time after 12:00 noon on the Tuesday following the tournament.
- You may obtain keys for both Parksville and Qualicum Beach fields at the City of Parksville Engineering and Operations office, 1116 Herring Gull Way or the Town of Qualicum Beach Town Hall office respectively. Please remember to lock any doors and gates when you are finished with a field or facility. Individuals or groups booking the field will be held responsible.
- Tokens for the Springwood lights may be purchased from the City of Parksville Engineering and Operations office, 1116 Herring Gull Way.
- Qualicum Beach Community Park lights may be booked through the Town of Qualicum Beach office at 250-752-6921. Community groups will be invoiced by the Town of Qualicum Beach for the use of lights. From October-February, lights will be scheduled and invoiced according to the field booking schedule.
- Special Events, with more than 100 people expected, requires additional permission from the City of Parksville or Town of Qualicum Beach.

FIELD ABUSE

- Booking privileges will be immediately withdrawn from any team, group, league that abuse their field privileges and will be in effect for the remainder of the season.
- Police will be called for individuals or groups found abusing the sport field.

PROBLEMS

- If you have a problem concerning your use of fields please call Cathy MacKenzie at the RDN Recreation and Parks office, Oceanside Place, (250) 248-3252.

Revised August 2009



RD DISTRICT CAGAS-ROYAL		CJW
EAP		
COW		
RHD		
BOARD		
Dist 69 - April 15 '10		

MEMORANDUM

TO: Dean Banman
Manager of Recreation Services

DATE: April 1, 2010

FROM: Cathy Mackenzie
Recreation Programmer

FILE:

SUBJECT: District 69 Provincial Championship Athlete Recognition Program

PURPOSE

To provide information and recommendations to the District 69 Recreation Commission and Regional Board regarding the recognition of individuals or organizations who have achieved "gold medal" status at Provincial or higher level competitions.

BACKGROUND

Local representatives from the B.C. Seniors Games have met with staff to request that athletes who have represented the Regional District of Nanaimo at the B.C. Seniors Games and medaled in their events, be recognized for their accomplishments. Similar recognition is currently provided by the City of Nanaimo for athletes in the Nanaimo vicinity whose sport's catchment area is primarily based in Nanaimo.

Residents from District 69 communities attend numerous Provincial championships in a variety of sports. Approximately 90 athletes age 11-25 years-old have medaled at Provincial championships in 2009 and of these, 35 attained a gold medal. In addition, over 50 seniors have medaled at the 2009 B.C. Seniors Games and of these approximately half attained a gold medal in their respective sport. It is not known the local athletes ages 26-54 who have competed or medaled at Provincial championships in 2009. In total, 140 known athletes between the ages 11-82 years, excluding the 26 - 54 ages, have medaled at Provincial championships in 2009. Sixty of these athletes attained a gold medal. No data is available to determine amateur organizations or individuals in arts, dance and music that have won provincial or higher recognition in their respected fields.

The City of Nanaimo recognizes athletes who have received first place in Provincial, Western Canadian, National and/or World championships. Provincial and Western Canadian athletes are invited semi-annually to a reception hosted by the Nanaimo Parks, Recreation and Culture Commission where they receive both a certificate of congratulations (unframed) and an engraved, personalized medallion. The reception is held on a date other than a regular commission meeting. Certificates are signed by the Commission Chair and Director of Parks, Recreation and Culture. For National and World competition winners, certificate and medallion presentations are made at a City Council meeting. Certificates are

signed by the Mayor and mounted in frames. The City of Nanaimo's athlete recognition program is currently under review.

RDN staff considered different options to recognize outstanding athletic performances and also feel that consideration should be given to excellence in other pursuits of recreation such as arts, music and dance. Locals who represent their community and win at Provincial, National and International events are certainly worthy of public recognition and congratulations. However, consideration should be given to the question of another medal being redundant and the magnitude that such a program could impact individual department operating budgets and staff resources.

A recognition program that requires a high level of coordination with as many as fifteen eligible sport organizations and a considerable amount of worthy art, dance and musical individuals or organizations would need to be managed. To facilitate in the administration of a recognition program a nomination process could be used and / or an annual or semi annual public notice to residents for calls of nomination.

ALTERNATIVES

1. That the Regional District of Nanaimo Board direct staff to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Area's E, F, G and H and have won a Provincial, Western Canadian, National or World championship.
2. That the Regional District not develop recognition program and provide alternative direction.

FINANCIAL IMPLICATIONS

A recognition program similar to the City of Nanaimo's could include public acknowledgement by the District 69 Recreation Commission and a token gift of a Regional District of Nanaimo lapel pin. Other types of gifts that could be made available include engraved medals and/or certificate of congratulations. These items would require additional administration and cost to the recognition program. Annual costs for the recognition program would fluctuate depending on the number of eligible recipients each year.

A recognition program has not been budgeted in the 2010 Northern Recreation Services Annual Budget and would need to come from existing sources and at the expense of other programs or services if implemented in 2010.

Provided below is a list of expenses that would be incurred for a recognition program based on 60 recipients. Depending on the type of recognition given, lapel pin vs. engraved medallion, and the number of recipients, expenses range between \$70 and \$1000.

1. Lapel Pins	\$ 75
2. Refreshments	\$100
3. Distinct in colour "achievement pin"	\$100
4. Medals	\$500
5. Engraving	\$525 (includes name, event(s) and year)
6. Certificates	\$ 75

CONCLUSION

Representatives from the B.C. Seniors Games have met with staff to request that athletes who have represented the Regional District of Nanaimo at the B.C. Seniors Games and medaled in their events, be recognized for their accomplishments. Similar recognition is currently provided by recreation commissions for athletes residing in Nanaimo area and Courtenay.

A similar recognition program in District 69 could include public acknowledgement by the District 69 Recreation Commission with consideration given to expanding the program to individuals or organizations involved in other recreation pursuits such as dance, arts and music.

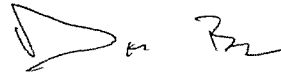
It is recommended that staff develop a recognition program for the District 69 Recreation Commission and Regional Board's consideration.

RECOMMENDATION

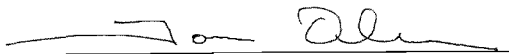
That the Regional District of Nanaimo Board direct staff to develop a recognition program for local groups or individuals that reside either in the City of Parksville, the Town of Qualicum Beach or Electoral Area's E, F, G and H and have won a Provincial, Western Canadian, National or World championship.



Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence



RDM REPORT	
CAO APPROVAL <i>(Signature)</i>	
EAP	
COV	
RHD	
BOARD	
<i>Dist 69 - Apr 15 '10</i>	

MEMORANDUM

TO: Dean Banman
Manager of Recreation Services

DATE: April 6, 2010

FROM: Cathy Mackenzie
Recreation Programmer

FILE:

SUBJECT: District 69 Recreation Financial Assistance Program

PURPOSE

To provide information with regard to the District 69 Recreation Services Financial Assistance Program.

BACKGROUND

The Financial Assistance Program (FAP) was developed in 1997 to enable local low-income adults and families' access to RDN Recreation and Parks programs and facilities in District 69.

The 2006 Recreation Services Master Plan supported the continuation of the program as per the following recommendation:

Support low income residents by continuing to provide a Financial Access Program in conjunction with SOS, and develop a tracking program to identify areas of greatest need.

The Financial Assistance Program has two sources of funding with each source dedicated to a specific age demographic of the community. Recreation and Parks Department funding provides financial resources for preschoolers up to five years of age and adults over fifteen years of age. The Society of Organized Services (SOS) an integral partner in FAP, provides funds for children and youth between five and fifteen years of age. There is some flexibility within the two funding sources where department funds can be used for customers aged five to fifteen should SOS funding be curtailed or oversubscribed in a particular year.

To access FAP individuals are not required to provide any formal documentation to verify the need for financial assistance. However, specific reasons and the inability to pay for services are discussed. During the confidential interview process with staff (one program staff handles all FAP requests) several questions pertaining to income, number of family members, ability to contribute any funds via payment plans or attendance at discounted sessions / programs, health issues and other conditions that may affect the ability to pay for services are discussed. Staff feel this type of administration which endeavors to balance confidentially, transparency, respect and need promotes accessibility and foster participation.

Staff have recently reviewed the duration that individuals or families on average accessed FAP. The findings show only a small group has accessed the Financial Assistance Program over a long period of time. Of clients who accessed the program in 2005, only 21 households continued to use the program in 2009. The majority of customers use the program for short periods of time as needed. Reasons for leaving the Financial Assistance Program include:

- Change of financial situation; found employment
- Transiency/moved to another city
- Change in recreation activity
- Change in health

Attached as *Appendix I* is a summary of metrics relevant to demographic and type of recreation services specific to FAP clients for the year 2009.

Other existing low cost alternatives to direct FAP financial contributions that are available through the RDN Recreation and Parks Department include:

- Q-Points Rewards Program (Quality Foods) whereby customers of Quality Foods may redeem Q-Points for Rec. Bucks.
- Sponsored skate session by local service groups or businesses.
- Special discounted rate sessions at Oceanside Place and Ravensong Aquatic Centre.
- Free admission for Tot (0-3yrs) and Golden (80yrs+) age groups.

ALTERNATIVES

That the District 69 Recreation Financial Assistance Program report be received as information.

FINANCIAL IMPLICATIONS

Currently the Financial Assistance Program provides up to \$123 per eligible person per year. Families may choose to utilize their funding as they wish within their household. For example, a family of three may choose to use the \$369 allotment towards one child's programs and facility passes. At the discretion of the Recreation Programmer, additional funds may be allocated to individuals as required. The funding limit increases at the same rate as the program and admission rates, approximately 2% - 3% annually. On average access to FAP is approximately \$61 per person which is well below the \$123 maximum amount.

Since the inception of the Financial Assistance Program, the annual demand has fluctuated depending on economic climate and employment rate of the community. With the economic uncertainty in 2009, the program was highly utilized.

Ravensong Aquatic Centre, Oceanside Place and Northern Recreation Service budget for Financial Assistance Program costs. These costs are allocated to each of these three areas depending on the type of activity clients utilize. As shown in *Appendix I*, aquatic programs are the most popular.

SUSTAINABILITY / CITIZEN IMPLICATIONS

Financial barriers to residents participating within the community is not uncommon or unique to this region. By formally committing resources such as low cost recreation alternatives and a formalized financial assistance plan residents with financial hardship can participate fully in the broad spectrum of programs offered by the department. The benefits of this participation will not only affect the individuals but also indirectly the community as a whole.

CONCLUSION

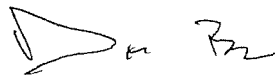
The Financial Assistance Program continues to be a valuable resource for members of the community. From its early inception in 1997, the basic principle is unchanged, provide mainstream recreation opportunities to residents experiencing financial hardship. The Department's strong partnership with the Society of Organized Services ensures that the entire age demographic of the community have access to recreation opportunities should financial difficult times occur. The format of the existing program delivery does a satisfactory job of providing balance between transparency, ease of use and confidentiality. The Regional District continues to provide and promote the Financial Assistance program to enable low - income adults, families and seniors continued access to conventional recreation activities.

RECOMMENDATION

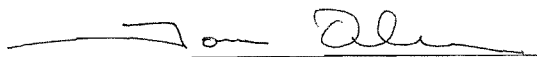
That the District 69 Recreation Financial Assistance Program report be received as information.



Report Writer



Manager Concurrence



General Manager Concurrence



CAO Concurrence

APPENDIX I
FINANCIAL ASSISTANCE PROGRAM
2009 Customer and Program Summary

Households

119 households served in 2009

Senior households	23	19%
Families with two parents	25	21%
Single parent families	28	24%
Adult households; no children	43	36%

Residency

Bowser	3	2%
Coombs/Errington	18	15%
Qualicum Beach	45	38%
Parksville	51	43%
Nanoose Bay	2	2%

2009 Demand for Services

Recreation Programs	\$ 2,236	17%
Arena Programs	\$ 398	3%
Aquatic Programs	\$10,621	80%

2009 Total **\$13,255**

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA 'G' PARKS AND OPEN SPACE ADVISORY
REGULAR COMMITTEE MEETING HELD
MONDAY, APRIL 12, 2010
6:30PM**

Attendance: Joe Stanhope, Director, RDN Board
Minnie Corbett
Jacqueline Thomson
Brian Coath

Staff: Lesya Fesiak, Parks Planner

CALL TO ORDER

Ms. Fesiak called the meeting to order at 6:40pm.

ELECTION OF CHAIR AND SECRETARY

Ms. Fesiak declared Mr. Coath as Chair by acclamation.

Ms. Fesiak declared Ms. Corbett as Secretary by acclamation.

Ms. Fesiak passed the Chair to Mr. Coath.

MINUTES

MOVED M. Corbett, SECONDED J. Thomson, that the Minutes of the Electoral Area 'G' Parks and Open Space Advisory Committee meeting held October 15, 2009, be approved.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

MOVED J. Stanhope, SECONDED J. Thomson, that the following Correspondence be received:

- T. Osborne Email, Re: Shorewood San Pareil Pedestrian Path
- E. Estlin, Re: Boardwalk Closure – San Pareil
- B Price, Re: Replacement San Pareil Boardwalk
- J. Stanhope to B. Price, Re: San Pareil Boardwalk
- J. Stanhope to Parksville/Qualicum Beach News, Re: San Pareil Boardwalk

CARRIED

BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE

MOVED M. Corbett, SECONDED J. Thomson, that discussion regarding the San Pareil Boardwalk be tabled, until the staff report and/or reports from other parties regarding possible grants or monies which may be available for the replacement of the boardwalk are received.

CARRIED

REPORTS

San Pareil Boardwalk

Mr. Stanhope presented a brief verbal update regarding the damages to the San Pareil Boardwalk and the order for its removal from the site for safety reasons, by the Ministry of Environment and the Department of Fisheries and Oceans. Cost estimates to replace the structure range between \$60,000 to \$70,000. No government grants are available at the present time to cover the project.

Miller Road Update

Ms. Fesiak presented a brief update regarding the Millar Road Park.

MOVED J. Thomson, SECONDED M. Corbett, that the Reports be received.

CARRIED

COMMITTEE ROUND TABLE

Mr. Coath reported the access pathway off Columbia Drive is currently not wheelchair accessible as it is riddled with holes and in need of repair.

Mr. Coath stated a small credit balance remains in the Electoral Area 'G' Coastal Community Savings Credit Union account from funds received from School District #69 to cover small and sundry projects.

MOVED M. Corbett, SECONDED B. Coath, that Ms. Thomson be authorized as the second signing officer on the Electoral Area 'G' Coastal Community Savings Credit Union account.

CARRIED

It should be noted Mr. Coath and now Ms. Thomson are the two signing officers for the Electoral Area 'G' Coastal Community Savings Credit Union account.

MOVED J. Thomas, SECONDED B. Coath, that road repair materials for the access pathway off Columbia Drive be purchased with the funds available in the Electoral Area 'G' Coastal Community Savings Credit Union account.

CARRIED

ADJOURNMENT

MOVED M. Corbett, SECONDED J. Thomson, that the meeting be adjourned at 7:40pm.

CARRIED

Chair

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE MEETING OF THE GRANTS-IN-AID ADVISORY COMMITTEE
HELD ON WEDNESDAY, MAY 5, 2010 AT 2:00 PM
IN THE REGIONAL DISTRICT OFFICES

Present:

M. Young	Chairperson
T. Westbrook	Director, District 69
F. Van Eynde	Citizen Advisory Group
B. Erickson	Citizen Advisory Group
G. Turgeon	Citizen Advisory Group
L. Burgoyne	Administrative Assistant

DISTRICT 68

Funds available: \$ 4,186

MOVED G. Turgeon, SECONDED B. Erickson, that the following grants be awarded:

Name of Organization	Amount Requested	Amount Recommended
Gabriola Island Community Hall Association	\$ 1,231	Denied
Hope Centre	1,000	\$ 500
Jonanco Hobby Workshop Association	460	460
Poetry Gabriola Society	1,000	<u>1,000</u>
		<u>\$ 1,960</u>

CARRIED

The Committee agreed that the following comments be conveyed to the applicants:

Gabriola Island Community Hall Association – grant request denied. The application will be forwarded to the Electoral Area ‘B’ Parks and Open Space Committee for consideration.

Hope Centre - grant funding was approved for use towards an outdoor educational retreat for 13-year old youths who have been working on team building and leadership training.

Jonanco Hobby Workshop Association – grant funds to be used to purchase tables and materials to build display cases for use at community events.

Poetry Gabriola Society – the Society has developed a poetry program with the Gabriola Elementary School. Grant funding was approved to be used to host a workshop at the school.

DISTRICT 69

Funds available: \$ 12,318

MOVED F. Van Eynde, SECONDED G. Turgeon, that the following grants be awarded:

Name of Organization	Amount Requested	Amount Recommended
Arrowsmith Community Enhancement Society	2,219	\$ 1,500
Bow Horne Bay Community Club	1,762	800
Bowser Seniors Housing Society	500	Denied
Errington War Memorial Hall Association	1,300	1,300
Friends of Nanoose Library Centre	10,000	Denied
Lighthouse Country Marine Rescue Society	2,200	1,500

Mount Arrowsmith Biosphere Foundation	1,302	700
Oceanside Volunteer Association	1,000	1,000
Parksville & District Assoc. for Community Living	2,100	1,600
Rest & Recuperate Equine Care Society	28,818	Denied
Vancouver Island Opera	2,000	<u>1,000</u>
		<u>\$ 9,400</u>

CARRIED

The Committee agreed that the following comments be conveyed to:

Arrowsmith Community Enhancement Society – funds to be used to complete the purchase of a highway signs to define the community boundaries in Electoral Area ‘F’.

Bow Horne Bay Community Club – grant to be used towards the purchase of a projector and screen to be used by community groups for community events.

Bowser Seniors Housing Society – grant request denied. The request will be referred to the Electoral Area Planning Committee.

Errington War Memorial Hall Association – funds to be used to purchase an oven, counter top and materials to upgrade the kitchen at the hall.

Friends of Nanoose Library Centre – grant request denied. The application request will be referred to the Nanoose Bay Parks and Open Space Advisory Committee for consideration.

Lighthouse Country Marine Rescue Society – grant to be used towards the purchase of two fire-safe filing cabinets to store and secure files and computer equipment.

Mount Arrowsmith Biosphere Foundation – funds to be used towards the purchase of display materials such as banner stands, laminated maps and promotional materials.

Oceanside Volunteer Association – grant funds approved to present workshops to non profit organizations in the Oceanside area. Workshops topics will include writing grant applications, board member development, volunteer management strategies, and criminal record checks.

Parksville & District Association for Community Living – funding to be used towards the annual community Christmas party for adults with disabilities and their caregivers in the District 69 area.

Rest & Recuperate Equine Care Society – Grant request denied. The application did not fit within the Grants-in-Aid criteria since it was for small business start up funding.

Vancouver Island Opera – Grant to be used towards the costs of printing programs and posters.

ADJOURNMENT

The meeting adjourned at 3:00 PM.

CHAIRPERSON

**REGIONAL DISTRICT OF NANAIMO
REGIONAL SOLID WASTE ADVISORY COMMITTEE
REGULAR MEETING
HELD ON THURSDAY, APRIL 22, 2010
BOARD CHAMBERS**

Present:	George Holme	Chair, Director, RDN
	Loyd Sherry	Director, RDN
	Al Leuschen	Ministry of Environment
	Gary Franssen	City of Nanaimo
	Melissa Kriegerfox	Waste Management – Private Sector
	Shari Young	Landfill Site Liaison Committee
	Fred Spears	District of Lantzville
	John Cheek	Business Community – South
	Doug Glenn	Vancouver Island Health Authority

Also in Attendance:	Dennis Trudeau	General Manager of Transportation & Solid Waste Services, RDN
	Carey McIver	Manager of Solid Waste, RDN
	Jeff Ainge	Zero Waste Program Coordinator, RDN
	Sharon Horsburgh	Senior Zero Waste Coordinator, RDN
	Maude Mackey	Zero Waste Compliance Officer, RDN
	Rebecca Graves	Recording Secretary, RDN

CALL TO ORDER

The Chairperson called the meeting to order at 4:05 pm.

MINUTES

MOVED Loyd Sherry, SECONDED Doug Glenn, that the minutes of the Regional Solid Waste Advisory Committee meeting of November 19, 2009 be adopted.

CARRIED

COMMUNICATIONS AND CORRESPONDENCE

Neil Hastie, Encorp Pacific, re. Encorp Pacific and Industry Stewardship Program

Follow up correspondence on Return-It centre programs was distributed to Attendees as a late agenda attachment.

REPORTS

Carey provided a brief update, of where we were in terms of the residential food waste implementation schedule and work completed to date. Each of the presenters was introduced.

SOLID WASTE COMMUNICATIONS PLAN UPDATE

Sharon Horsburgh gave a Power Point presentation on the Solid Waste Communications Plan.

The official launch date of the Residential food waste program will be June 1, 2010. The communication program is a key component with respect to informing, engaging, and motivating households to participate and respond in a positive manner to the upcoming food waste program. The RDN through the communications committee are working to identify a graphic image and branding for the food waste implementation.

The Communications plan sets out the implementation schedule, costs and evaluation methods. The launch will involve behavioural changes for 50,000 households in the region and we need to target our communications and develop our key messages. What we will be conveying is that the food waste program is more than just backyard composting it's "beyond composting". There is more variety of materials that are allowed in the green bin than what can go into a backyard composter.

Loyd Sherry commented on the potential to use elementary schools as a source to get the message out there.

Sharon Horsburgh explained how we are currently working with NRE and are developing an education program specific to the new food waste program. We are working on developing an activity with NRE so students get to share their work at home helping to reinforce key messaging with regards to conserving landfill space and reducing carbon emissions.

Al Leushchen asked with respect to the effect of the quantity and frequency of pickup, he didn't know if this was a significant number of people out there that simply generate more garbage than one container, at least more than one every two weeks.

Sharon Horsburgh said that the RDN will be speaking to groups and larger families. With the green bin it will get taken away every week and you will see a considerable amount of reduction to their garbage, they won't be buying any more bags than they do now.

Fred Spears asked in regards to the pilot project if we saw successful participation from larger families?

Gary Franssen commented that what the CON found was that there mostly was a change in the household and that was what would be affecting the amount. i.e. new baby in the house and the use of diapers.

John Check questioned if ICC, with the volume from 50,000 homes, if they are going to have the capacity to store the increased volume and after it's processed where is it going to be stored?

Sharon Horsburgh explained how ICC was upgrading facility so they can handle the volume brought to their facility and in terms of storage they are making arrangements to move it out faster and introducing a bio fuel process and that will help with storage issues.

Melissa Kriegerfox mentioned in regards to the logo design of the bins, in marketing one of the things that we are seeing more in the industry is a general correlation with colors. She said how it took a minute to see there was a sky and how it was confusing to see a difference between composting and recycling. Maybe a dark green instead of the sky blue?

CHURCH ROAD TRANSFER STATION

Maggie Warren gave an overview presentation of the progress and how the site had developed since the previous January meeting. Expecting the new facility to be fully functioning in September ready to open October 1. Carey McIver mentioned that a tour of the facility might happen by next meeting.

Meeting adjourned. 5:32

ADJOURNMENT

The meeting was adjourned at 5:32 pm. The next meeting of the Regional Solid Waste Advisory Committee is tentatively scheduled for June 18, 2010 from 4:00 – 6:00 pm.

CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE TRANSIT SELECT COMMITTEE MEETING HELD ON THURSDAY, APRIL 22, 2010 AT 12:00 NOON IN THE COMMITTEE ROOM

Present:

Director L. McNabb	Chairperson
Director J. Burnett	Electoral Area 'A'
Director M. Young	Electoral Area 'C'
Director G. Holme	Electoral Area 'E'
Director J. Stanhope	Electoral Area 'G'
Director B. Bestwick	City of Nanaimo
Director B. Holdom	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director T. Westbrook	Town of Qualicum Beach
Director E. Mayne	City of Parksville
Director C. Haime	District of Lantzville

Also in Attendance:

C. Mason	CAO, RDN
D. Trudeau	Gen. Mgr, Transportation & Solid Waste Services, RDN
J. Pope	Manager, Fleet & Transit Operations, RDN
M. Moore	BC Transit
Kevin Schubert	BC Transit
Doug Holmes	City of Nanaimo
Chris Midgley	Manager, Energy and Sustainability
F. McFarlane	Recording Secretary, RDN

CALL TO ORDER

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

DELEGATIONS

Vito Triffiano, Manager, NGV Sales, and Mark Grist, Manager, Business Development, Terasen Gas, re Natural Gas Vehicles for Regional District of Nanaimo Transit.

Vito Triffiano and Mark Grist presented an overview of the benefits to Transit, both in cost savings and vehicle maintenance, by switching to natural gas vehicles (PowerPoint presentation attached).

MOVED Director Stanhope, SECONDED Director Johnstone, that staff be directed to send a letter to BC Transit regarding the RDN Board's interest in participating in a pilot study that would explore the benefits of using natural gas vehicles for Transit. CARRIED

MINUTES

MOVED Director Burnett, SECONDED Director Holdom that the minutes of the Transit Select Committee meeting held January 28, 2010 be adopted. CARRIED

Director Westbroek noted that a meeting had been held to investigate the need for service in Qualicum Beach re provision of transportation to and from the hospital. D. Trudeau stated that this is an issue that staff will examine further with BC Transit to consider if there are opportunities for taxi saver use and will report back.

COMMUNICATIONS/CORRESPONDENCE

The Nanaimo Old City Association (NOCA), re the Relocation of the Nanaimo Transit Exchange from Prideaux at Fitzwilliam.

Correspondence was received regarding the concerns of citizens to relocate and fully integrate the downtown transit exchange from Prideaux at Fitzwilliam to a well-planned and well-serviced site.

Anonymous Correspondence, re Articles, Editorials and Letters to Editors re Complaints.

Anonymous correspondence was received regarding one rider's perspective on the Nanaimo Regional Transit Service.

Linda Moss, BC Transit, re Information on the New Transit Branding on all Future Rider's Guides.

Correspondence was received from Linda Moss regarding the new transit branding on all future *Rider's Guides*, which includes the identification of the Local Government funding partner.

Bernice Hannam, School District No. 69 (Qualicum), re Review of Transit Schedules for Transportation between Qualicum and Parksville.

Correspondence was received from School District No. 69 (Qualicum) concerning a significant revision to its school bus transportation system and a request for Nanaimo Regional Transit System (NRTS) to review its routes between the communities so that students can better utilize the public transit system and expand Transit ridership.

Director Westbroek asked whether the RDN could expect remuneration from School District No. 69 if the NRTS were to reschedule its routes to help with busing of students. Director Stanhope noted that this is a crucial issue for our Transit System and by providing busing for the School District we would be sending the right message to students. Director Westbroek suggested we work together on this and that the School District should commit to funding as well.

Kevin Mahoney, BC Transit, re Meeting to Discuss Nanaimo Regional Transit.

Correspondence was received from Kevin Mahoney acknowledging our correspondence to him. He has requested the President and CEO of BC Transit, Manuel Achadinha, to meet with the RDN Chair and selected members of the Transit Select Committee to discuss concerns regarding Nanaimo Regional Transit.

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

CARRIED

BC TRANSIT UPDATE

Myrna Moore, Regional Transit Manager.

M. Moore, Regional Transit Manager, Vancouver Island Coastal Municipal Systems, provided an update on completion of feasibility studies within the RDN. The study for Gabriola Island is expected to be finalized by the end of June 2010, with completion of studies for Electoral Areas 'A' and 'H' to be done by the end of the year. Electoral Areas 'E', 'F' and 'G' are being considered for 2011 and are expected to be encompassed with the Master Plan.

BC Transit has received a lot more requests for expansion hours. The RDN can expect to receive 1800 hours, with proposed implementation for January 2011. In compliance with the previous Business Plan, these hours would target focus on Routes 8 and 9.

REPORTS

2010/2011 Annual Operating Agreement (AOA).

D. Trudeau noted that staff is still dealing with some impact that this AOA has with our approved budget. He suggested a special Transit Select Committee meeting be scheduled for Thursday, May 11th, to review this specific report.

Ridership Update.

D. Trudeau reviewed statistics provided in the report and made note of the positive feedback received from the public with regard to the BC Ferry run. A further report will be brought back after the next quarter.

Director Bestwick queried whether the additional 5000 hours was proving to come in at the same increase in percentage of revenue. D. Trudeau indicated that the revenue collected during the first quarter was higher than what was identified in the budget, which was increased to reflect the additional hours of service.

MOVED Director Holme, SECONDED Director Stanhope, that the report be received for information.
CARRIED

NEW BUSINESS

Vancouver Island Real Estate Board Award.

Director Stanhope presented Chair McNabb with a plaque from the Vancouver Island Real Estate Board for the 2010 Commercial Building Award. This award was given for excellence in the institutional renovation category and reflected the addition to the Administration building and the reconstruction of the Transit Building.

COMMITTEE INFORMATION

MOVED Director Stanhope, SECONDED Director Westbrook, that staff be directed to send a letter to BC Transit requesting that older buses in the RDN Transit System be replaced by the newer more efficient Olympic buses. CARRIED

Director Stanhope noted that the RDN is very pleased with the efficiency of the new Nova buses and that they have received wide acclaim throughout our Regional District.

Director Holdom asked why Penticton was offered these buses, apparently at a lower cost. M. Moore noted that it was the result of the fleet realignment plan. Penticton has a much older fleet that needs replacement. BC Transit is trying to standardize fleets and to determine what buses would work the best for a specific area.

Other.

C. Mason spoke to the correspondence received from BC Transit, noting that it appears the NRTS will be keeping the Nova buses we currently have. The RDN is moving forward on the branding for our fleet and we are in the process of discussing appropriate signage for the new transit building.

There are some concerns with the proposed 2010/2011 Annual Operating Agreement in terms of costs that need to be addressed. A meeting with Manuel Achadinha, President and CEO of BC Transit, will be scheduled following the presentation of the AOA to the Transit Select Committee.

Director Stanhope concurred with C. Mason's comments. He also noted the positive feedback being received from residents and commented that this is important for our drivers who deal with the public on a day-to-day basis.

Director Johnstone asked who is responsible for garbage containers at the RDN bus stops. D. Trudeau noted that the RDN maintains the waste receptacles at the major exchanges but that the municipalities are responsible for containers within their respective areas.

ADJOURNMENT

MOVED Director Holme, SECONDED Director Holdom, that the meeting be adjourned.

CARRIED

NEXT MEETING

The next meeting of the Transit Select Committee is set tentatively for Thursday, May 13, 2010.

L. McNabb, Chair