

REGIONAL DISTRICT OF NANAIMO

COMMITTEE OF THE WHOLE

TUESDAY, JUNE 14, 2016

7:15 PM

(RDN Board Chambers)

A D D E N D U M

PAGES

COMMUNICATIONS/CORRESPONDENCE

- 2-3 **Mary Polak, Minister of Environment**, re Changes now in effect for *Water Sustainability Act*.
- 4-8 **Doug Anastos, TELUS**, re Radiocommunication Antenna Facility, 1421 Sunrise Drive, Electoral Area 'G'.
- 9-10 **James A. Lettic, Nanoose Bay Activities & Recreation Society**, re Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2.

IN CAMERA

That pursuant to Sections 90 (1)(a), (e) and (f), and Section 90 (2)(b), of the Community Charter the Committee proceed to an In Camera Meeting for discussions related to Board appointments, land acquisition, law enforcement, and negotiations with the federal government.



Reference: 300010

June 9, 2016

Dear Mayors, Councillors and Regional District Chairs and Directors:

As a follow up to my letter of March 30, 2016, regarding the *Water Sustainability Act* (WSA), I would like to highlight some key changes that are now in effect under the Act and new regulations that will affect many local governments. An information session on these changes has been scheduled for Tuesday, June 28 for local government staff. Given the possibility of drought and water scarcity this summer, I would also like to take this opportunity to highlight the relationship between the WSA and drought planning.

Information Sessions

Ministry staff are hosting a one-hour teleconference for local government staff, highlighting the key changes arising from the WSA and new regulations. The teleconference will take place on **Tuesday, June 28 at 2-3pm**. To attend the teleconference, please call 1-877-353-9184 and use access code 3425678#. Presentation material will be posted in advance at <http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/laws-rules/water-sustainability-act>.

Please email livingwatersmart@gov.bc.ca in advance of, or during, the information session if you have specific questions you would like addressed.

Groundwater Licensing Requirements

The WSA and new regulations came into force on February 29, 2016. The most immediate implication of the WSA is groundwater licensing. Approximately 20,000 existing groundwater wells, including those associated with waterworks, irrigation and storage purposes, will now require a licence. Local governments with existing wells associated with drinking water supply, irrigation, park operations and other uses will need to apply for water licence(s). There is an exemption to this requirement for individual household wells used for domestic purposes—these wells are not licensable, nor are they subject to water fees or annual rentals.

Bringing approximately 20,000 existing groundwater wells into the regulatory system is a significant undertaking. Due to the workload associated with licensing existing groundwater use and the number of proposed regulations and policies government is taking a phased approach to implementing the new Act. As work is initiated on the next phase of regulations, the Ministry of Environment will continue to work closely with the Ministry of Forests, Lands and Natural Resource Operations; the Ministry of Agriculture; the Ministry of Community, Sport and Cultural Development; the Ministry of Health, and other agencies to assess the implications for First Nations, local governments and other stakeholders.

For groundwater use that began prior to the Act coming into force, the regulations provide a three-year transition period in which to apply for a licence; application fees will be waived during the first year of the transition period to March 1, 2017. Annual water rentals for existing non-domestic groundwater users accrue starting February 29, 2016, regardless of when an application for a licence is submitted within the three-year transition period. The [new water fees and rentals](#) announced last year apply to both surface water and groundwater use.

...2

Drought Response

Provincial drought response planning is underway to prepare for the possibility of drought and water scarcity conditions this summer. We appreciate the efforts of many local governments that are working hard to prepare for drought. The WSA brings new tools to help the Province respond to drought, which may involve taking action more frequently to regulate surface water and groundwater use to maintain water supplies, particularly for essential household use and to protect fish and aquatic ecosystems. In times of drought, groundwater users including those that have not yet applied for a licence may be regulated if their use is considered to be hydraulically connected to surface water sources. Find the latest information on drought in British Columbia at the [Drought Information Portal](#).

Further References

I have attached brochures that provide an overview of the WSA and groundwater licensing. More information about the Act and implications of the new regulations can be found on the Province's water webpages at <http://www.gov.bc.ca/water>. For specific direction and guidance on how to apply for a groundwater licence, please visit FrontCounter BC at <http://www.frontcounterbc.gov.bc.ca>. If you have further questions about the changes, please contact Mr. Ian Graeme, Manager of Watershed Sustainability for the Ministry of Environment, at 250 356-6663 or via email at livingwatersmart@gov.bc.ca.

In closing, I appreciate your commitment to water stewardship and look forward to continuing to work with you and your communities to manage and protect British Columbia's water resources for current and future generations.

Sincerely,



Mary Polak
Minister

Attachments (2)

cc: Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development
Honourable Terry Lake, Minister of Health
Honourable Norm Letnick, Minister of Agriculture
Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource
Operations
Al Richmond, President, Union of BC Municipalities
Gary MacIsaac, Executive Director, Union of BC Municipalities



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Douglas.Anastos@telus.com

14 June 2016

Mr. Dennis Trudeau
Interim Chief Administrative Officer
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC V9T 6N2
(250) 390-4111

RE: TELUS Radiocommunication Antenna Facility 1421 Sunrise Drive, Electoral Area 'G'

Dear Mr. Trudeau:

Thank you for your letter dated May 25, 2016 in which you shared the motion that the Board endorsed at the May 24 meeting. Prior to proposing the installation of any wireless communication infrastructure TELUS performs a detailed assessment of all existing infrastructure in the target area to determine if colocation opportunities exist and meet TELUS' coverage objectives. The use of existing infrastructure as outlined in Innovation, Science and Economic Development Canada's (ISED's) Client Procedures Circular 2-0-03 is a cost effective and preferred method to erecting new antenna-supporting structures.

TELUS proceeded with such an assessment prior to proposing the wireless communications installation at 1421 Sunrise Drive. Unfortunately no infrastructure in the area existed that was suitable to address our specific network challenges. During this time TELUS was informed by the Town of Qualicum Beach that an opportunity existed to colocate wireless equipment on a water tower. TELUS thoroughly evaluated this opportunity in 2014 and have outlined a summary of this and other assessments in Annex A for the benefit of the Regional District as requested.

All public and land use authority consultation requirements associated with this site have been completed and previously acknowledged both by the Regional District of Nanaimo and ISED. The new information provided by the public that the District of Nanaimo identified in 2015 and most recently in 2016 does not change the fact that all consultation requirements have been completed. TELUS has provided the confirmation that all opportunities located within the Town of Qualicum Beach have been considered and is once again providing this confirmation by way of this letter. In short, TELUS is within its rights to construct the wireless infrastructure at 1421 Sunrise Drive.

TELUS has already invested significantly towards the development of this cellular facility, including engineering designs and tower fabrication, and plans to continue with construction activities the first week of July based on the land use concurrence that the Regional District previously provided. Overall, TELUS continues to receive a high level of support and interest from the community that this site will serve. We look forward to providing a far superior level of wireless service to the residents of this area.

1

Please feel free to contact me should you like to discuss in greater detail.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Anastos', written in a cursive style.

Doug Anastos, Senior Real Estate and Government Affairs Manager

cc: Innovation, Science and Economic Development Canada
Jeremy Holm, Current Planning Manager, RDN
Tyler Brown, Intergovernmental Liaison, RDN
Eric Edora, Director Regulatory Affairs, TELUS

Annex A: TELUS Analysis of Existing Infrastructure in the Town of Qualicum Beach

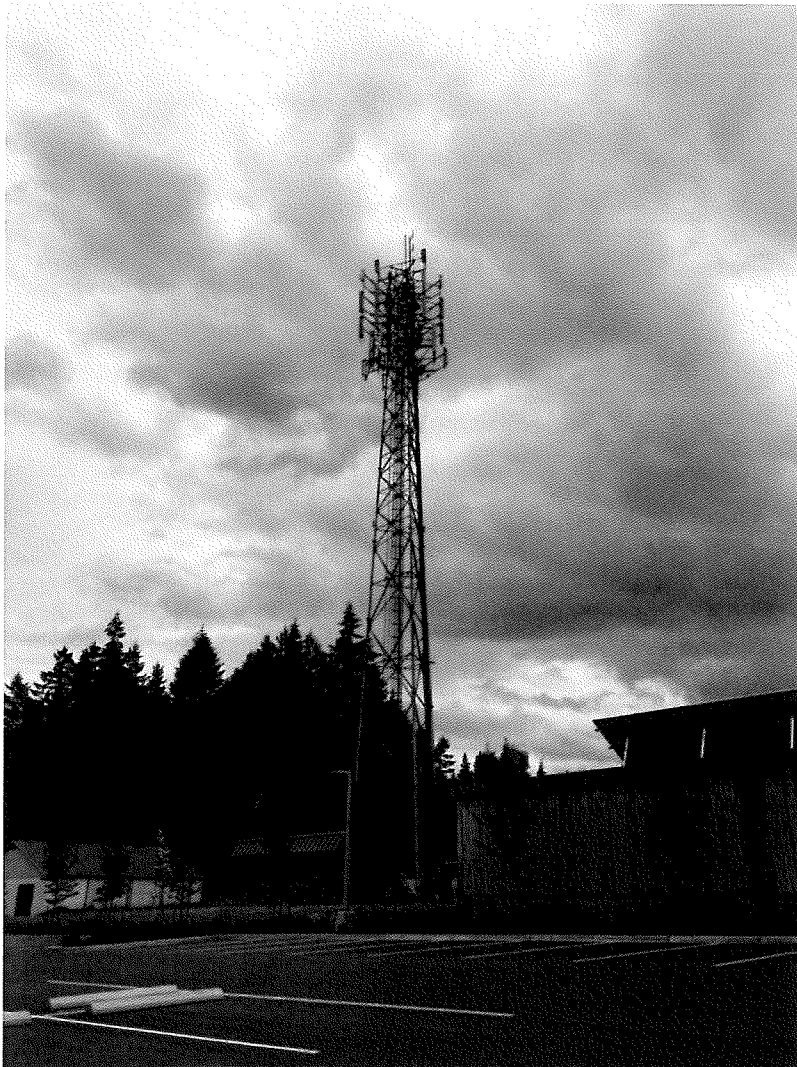
Overview

Prior to proposing the site at 1421 Sunrise Drive, TELUS assessed the feasibility of all existing infrastructure in the area. At the request of the Regional District of Nanaimo Board, below is a summary of the analysis TELUS undertook in reviewing the suitability of existing infrastructure in the Town of Qualicum Beach.

1. Existing Tower at the Qualicum Beach Fire Hall

49.338544, -124.439392

Analysis: TELUS currently has a wireless communications site at this location which serves the community of Qualicum Beach. This is currently the dominant server for the community to the north of the Qualicum Beach Airport that TELUS is planning to enhance service to with the site on 1421 Sunrise Drive. This site cannot cover French Creek.



2. **Existing TELUS Wireline Tower**

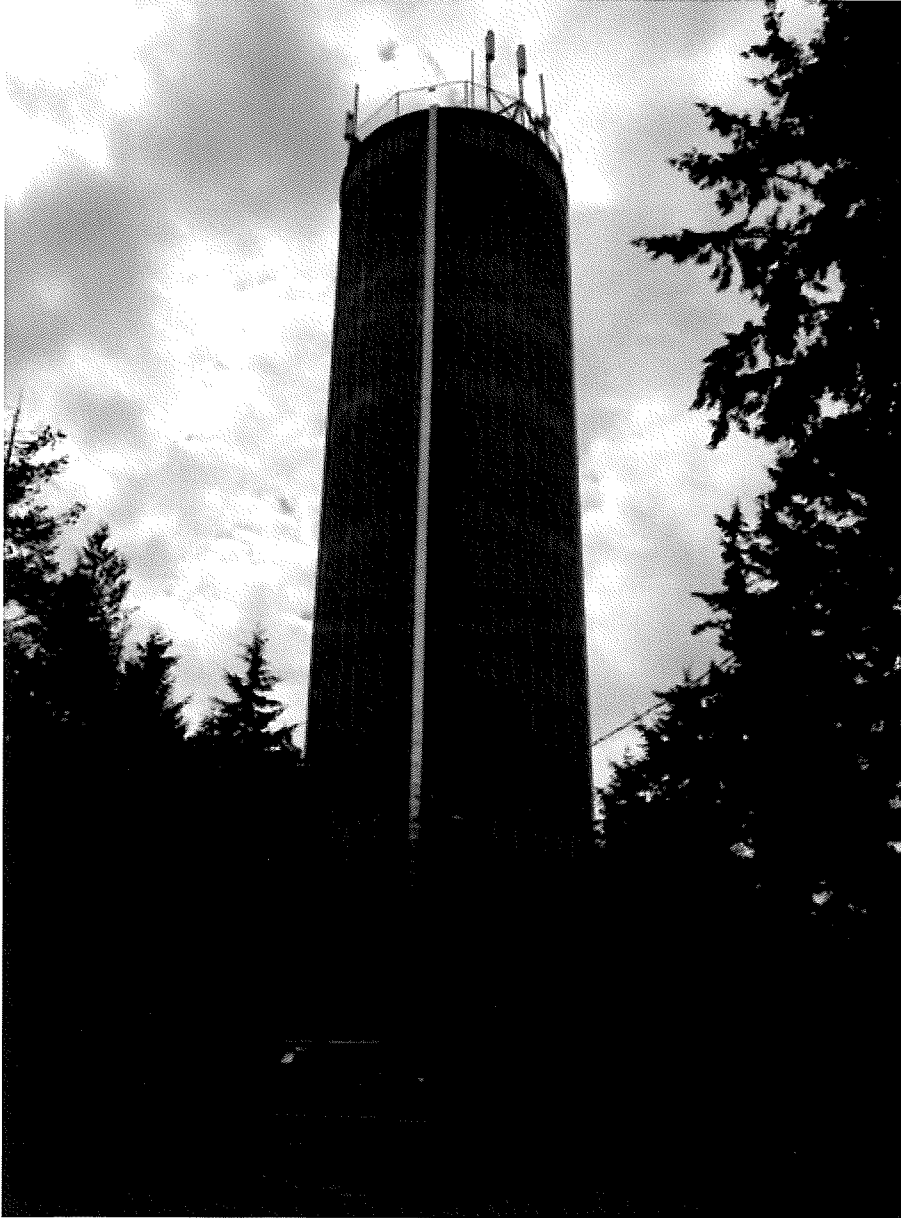
49.351766, -124.442250

Analysis: TELUS an existing tower directly to the south of the Qualicum Beach Golf Course. The purpose of this site is to provide wireless transport for TELUS' core network. This location is more than 4km from the intended coverage area which is too far to improve coverage.



3. **Town of Qualicum Beach Water Tower**
49.349097, -124.413079

Analysis: TELUS assessed the opportunity to install antennas on the water tower. While this is a good example of existing infrastructure suitable for a cell site, at over 2km away, it is located too far west to reach the intended coverage area.



Nanoose Bay Activities & Recreation Society
2925 Northwest Bay Rd. - Box 272 Nanoose Bay V9P 9J9
250.468.5339 nanooseplace@shawbiz.ca

Nanoose Bay
10 June 2016

Mr. R.E. Rogers, Director
Regional District of Nanaimo
Electoral Area 'E'

Re: Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2

Director Rogers;

The Nanoose Bay Activities & Recreation Society (NBARS) has been working diligently since November, 2015, to identify projects eligible for a Community Works Funds (CWF) grant which would allow our society to improve program and service delivery to the community and increase the efficiency of operations by reducing energy costs. In our January 2016 correspondence to you the NBARS Board of Directors announced it had identified four capital projects designed to replace aging mechanical infrastructure at the 25 year old facility and to upgrade and improve other capital infrastructure to ensure our Community Centre will continue to act as the epicentre for recreational, cultural and educational activities for area residents.

Since January of this year, our Board has prioritized the four projects, gathered estimates for the necessary work and consulted with various sources to refine the focus of each project. We met with you as our Regional Director to review our findings and on May 14 submitted a proposal for the first phase of the project to include (1) conversion from propane to natural gas, replacement of furnaces and water heaters and conversion of kitchen appliances and (2) a replacement/upgrade to the 25 year old public address/sound system. Our proposal was accepted by the COW on May 14 and by the full Board on May 28 allowing us to enter into an agreement with the RDN to receive funding for our proposals

On behalf of the NBARS Board, I wish to express our gratitude for your guidance in formulating this first of two proposals and to the RDN Board for approving our application for Phase 1 CWF grant funding. As President of NBARS, I received the "Contribution Agreement Of Community Works Funds For Grantees" on June 10 and after presenting the document to our Directors I expect to deliver a signed agreement to the RDN Manager of Finance within the week.

During the preparation of the Phase 1 submission, the Board and Director delegates worked concurrently on Phase 2 of our CWF proposal for grant funding and have arrived at final estimates for parking area hard surfacing and facility signage.

1) Parking Lot Paving, Lighting, Traffic Barriers and Controls

Nanoose Place has been providing community programs and services since the beginning with 40% of the surface area for parking and access hard surfaced with asphalt. Initially, the remainder of the grounds were considered 'overflow' parking for special events and extraordinary circumstances. Over time, facility usage has increased dramatically and the use of the 'overflow' area has become part of normal operations. The Board of Directors has determined that hard surfacing a portion of the gravel area for parking and accessibility would be of measurable benefit to patrons of the hall.

Director delegates commenced gathering information and cost estimates from industry representatives for hard surfacing and with the aid of RDN GIS staff determined an additional 1300 sq metres of hard surface would be sufficient to extend safe and secure access. The area to be surfaced represents 75% of the unsurfaced area. Final cost estimates from asphalt paving companies indicate the cost of preparation and paving to be **\$53,250.00**. The estimate includes GST which will be 100% recoverable by the RDN.

2) Facility Signage and Electronic LED Reader Board

For the past 25 years, Nanoose Place has had signage provided on a volunteer basis which has not always proved effective to indicate the location or even the presence of our Community Centre. Historically, the Nanoose Bay Lions Club generously donated signage and a reader board to announce events. However, the static reader board has proved difficult to maintain currency and manual change of text requires at least two volunteers. The Board of Directors considered new, effective signage to be a priority project for the grounds on which facility is located.

NBARS was fortunate to have a proven source of signage available locally previously contracted by the RDN to provide “*Nanoose Bay – Nurtured by Nature*” signs at the entrances to our community. Scott Signs of Parksville has submitted an estimate to supply and install both a double-sided carved sign indicating the presence and entrance location for Nanoose Place and an electronic, monochrome readograph to display event notice and announcements. The carved sign will match the 3 'Nanoose Bay' signs recently erected for the RDN and the readograph will be remotely programmable to ensure timely notice change and event advertisement with the option of displaying multiple events and announcements.

The final estimate submitted by Scott Signs proposes to supply and install a three-bladed entrance/location sign and a double-sided electronic LED reader board for **\$44,250.00**. The estimate includes GST which will be 100% recoverable by the RDN.

Project Funding Source:

The total estimated cost for the paving and signage projects described above is **\$97,500.00**. The Nanoose Bay Activities & Recreation Society has been advised that best practices guidelines for project management dictate a provision for cost variance and budget overrun. We have factored in a contingency of 10% resulting in an additional **\$10,000.00** to our CWF funding request.

As our elected representative, The Board of Directors asks that you request the RDN enter into a CWF Contribution Agreement with the Nanoose Bay Activities & Recreation Society in 2016 to provide the amount of **\$107,500.00** from the Community Works Fund program to complete parking lot paving and related work and the signage projects identified in this correspondence.

Respectfully submitted on behalf of the Nanoose Bay Activities & Recreation Society,

James A. Lettic

James A. Lettic

President, Nanoose Bay Activities & Recreation Society