

AMENDED

AGENDA FOR THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE BOARD ROOM, CITY HALL, ON MONDAY, 2011-JAN-17, COMMENCING AT 4:30 P.M.

1. **CALL THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
 - Add Item 6 (b) – Delegations Pertaining to Agenda Items – Ms. Katherine Miller, 124 Green Lake Crescent, Lantzville, regarding Green Lake Local Area Service.
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - (a) Minutes of the Special Open Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Thursday, 2010-DEC-02 at 4:35 p.m. *Pg. 4-5*
 - (b) Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2010-DEC-06 at 4:30 p.m. *Pg. 6-10*
5. **PRESENTATIONS:**
 - (a) Mr. A. J. Tucker, Director of Planning, to provide a presentation regarding the Planning Department budget.
 - (b) Mr. T. P. Seward, Director of Development, to provide a presentation regarding the Development Department budget.
 - (c) Ms. T. L. Hartley, Director of Human Resources and Organizational Planning, to provide a presentation regarding the Human Resources and Organizational Planning Department budget.
 - (d) Mr. I. Howat, Director of Strategic Relationships, to provide a presentation regarding the Strategic Relationships Department budget.
6. **DELEGATIONS PERTAINING TO AGENDA ITEMS: (10 MINUTES)**
 - (a) Delegations Pertaining to the 2011 – 2015 Financial Plan.
 - (b) Ms. Katherine Miller, 124 Green Lake Crescent, Lantzville, regarding Green Lake Local Area Service. *Pg. 10.1*

7. **COMMISSION REPORTS:**

8. **COMMITTEE REPORTS:**

9. **STAFF REPORTS:** *(blue)*

CORPORATE SERVICES

(a) **2011 Acting Mayor Schedule**

Pg. 11

Staff's Recommendation: That Council adopt the amended Acting Mayor Schedule for 2011 as follows:

ACTING MAYOR SCHEDULE – 2011			
Councillor Sherry	2010-DEC-06	to	2011-JAN-16
Councillor Unger	2011-JAN-17	to	2011-MAR-06
Councillor Holdom	2011-MAR-07	to	2011-APR-17
Councillor Johnstone	2011-APR-18	to	2011-JUN-05
Councillor Kipp	2011-JUN-06	to	2011-JUL-17
Councillor Bestwick	2011-JUL-18	to	2011-SEP-04
Councillor Pattje	2011-SEP-05	to	2011-OCT-23
To be determined	2011-OCT-24	to	2011-DEC-04

(b) **Park Dedication Bylaw**

Pg. 12

Staff's Recommendation: That Council direct Staff to prepare a detailed report on the advantages and disadvantages of the dedication of park land and other options that may be available to ensure the protection of park land.

COMMUNITY SERVICES:

(c) **Green Lake Local Area Service**

Pg. 13-21

Staff's Recommendation: That Council abandon the establishment of a Local Area Service for the Green Lake area and put the Green Lake sewer project on hold until the City of Nanaimo receives senior government grant funding for this project.

10. **INFORMATION ONLY ITEMS:**

- (a) Report from Mr. M. Mauch, Project Manager, Engineering Construction, re: Schedule for the Second Artificial Turf Field.

Pg. 22

(b) Report from Mr. I. Howat, Director of Strategic Relationships, re: Combat Sports Events in the Vancouver Island Conference Centre. Pg. 23-24

(c) Report from Mr. K. Felker, Manager of Purchasing and Stores, re: Quarterly Contract Report. Pg. 25

11. **CORRESPONDENCE:**

(a) Letter dated 2010-DEC-31 from Mayor Ken McRae, Chairman of the Board of Directors, Coastal Community Network, 4341 Shelbourne Street, Victoria, inviting Council to become a member of the Coastal Community Network (CCN) at a cost of \$280. Pg. 26-28

12. **NOTICE OF MOTION:**

13. **OTHER BUSINESS:**

(a) **Reimbursement of Legal Fees** Pg. 29-30

Councillor Bestwick has requested that Council reimburse his legal fees related to the alleged conflict of interest on DVP156 in the amount of \$14,010.12 and \$381.55 for a total of \$14,392.27.

14. **DELEGATIONS PERTAINING TO ITEMS NOT ON THE AGENDA:**
(10 MINUTES)

(a) None.

15. **QUESTION PERIOD:** *(Agenda Items Only)*

16. **PROCEDURAL MOTION:**

It was moved and seconded that Council move "In Camera" in order to deal with the following matters under the *Community Charter* Section 90(1):

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the municipality;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; and,
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

MINUTES OF THE SPECIAL OPEN FINANCE / POLICY COMMITTEE OF THE WHOLE
MEETING HELD IN THE BOARD ROOM, CITY HALL,
ON THURSDAY, 2010-DEC-02 COMMENCING AT 4:35 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. J. Holdom
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor J. F. K. Pattje

Absent: Councillor W. L. Bestwick
Councillor L. D. McNabb
Councillor L. J. Sherry
Councillor M. W. Unger

Staff: A. C. Kenning, City Manager
D.W. Holmes, Assistant City Manager/General Manager, Corporate
Services (arrived at 4:52 p.m.)
A. W. Laidlaw, General Manager of Community Services
E. C. Swabey, General Manager of Community Safety and Development
I. Howat, Director of Strategic Relationships
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
S. Stinson, Manager, Technical Services
A. J. Tucker, Director of Planning
S. Graham, Manager, Financial Planning & Payroll
P. Kristensen, Director of Information Technology
R. J. Harding, Director of Parks, Recreation and Culture
J. Ritchie, Senior Manager, Parks and Civic Facilities
D. Duncan, Manager, Finance, Community Services
S. Samborski, Senior Manager, Recreation & Cultural Services
L. Dennis, Steno, Legislative Services

1. CALL THE OPEN MEETING TO ORDER:

The Special Open Finance / Policy Committee of the Whole Meeting was called to order at 4:35 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. PRESENTATIONS:

- (a) Mr. R. J. Harding, Director of Parks, Recreation and Culture, provided a presentation regarding the Parks, Recreation and Culture Department budget.
- (b) Mr. P. Kristensen, Director of Information Technology, provided a presentation regarding the Information Technology Department budget.

4. ADJOURNMENT:

It was moved and seconded at 6:00 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2010-DEC-06 COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. L. Bestwick
Councillor W. J. Holdom
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor J. F. K. Pattje
Councillor L. J. Sherry
Councillor M. W. Unger

Absent: Councillor L. D. McNabb

Staff: A. C. Kenning, City Manager
A. W. Laidlaw, General Manager of Community Services
D. W. Holmes, Assistant City Manager and General Manager of
Corporate Services
E. C. Swabey, General Manager of Community Safety and Development
S. Graham, Manager of Financial Planning and Payroll
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
I. Howat, Director of Strategic Relationships
T. P. Seward, Director of Development
Superintendent Lott, OIC, Nanaimo Detachment RCMP
Chief R. Lambert, Nanaimo Fire Rescue
Deputy Fire Chief C. Richardson, Nanaimo Fire Rescue
A. J. Tucker, Director of Planning
R. J. Harding, Director of Parks, Recreation and Culture
M. Dietrich, Manager of Police Support Services
D. Duncan, Manager of Finance, Community Services
R. Churchill, Manager of Bylaw, Regulation and Security
T. Davidson, Supervisor, Bylaw Services
J. E. Harrison, Manager of Legislative Services
T. Wilkinson, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Finance / Policy Committee of the Whole Meeting was called to order at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 6 (b) - Delegations Pertaining to Agenda Items - Mr. John Cooper regarding the Proposed Revision of the City Council Policy Regarding Serving Alcohol at Nanaimo Athletic Commission Sanctioned Events.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2010-NOV-15 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

It was moved and seconded that the Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2010-NOV-29 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Mr. Ric Kelm, Executive Director of Faculty Services and Campus Development, Vancouver Island University (VIU), updated Council on VIU's Transportation Demand Management Strategy.

(b) Superintendent Lott, OIC, Nanaimo Detachment RCMP, and Mr. M. Dietrich, Manager of Police Support Services, provided a presentation regarding the Police Services Department budget.

It was moved and seconded that Council direct Staff to investigate and report on the potential use of radar on local arterial roads to reduce speeding. The motion carried.

Opposed: Councillor Bestwick

(c) Chief R. Lambert, Nanaimo Fire Rescue, provided a presentation regarding the Nanaimo Fire Rescue Department budget.

(d) Ms. J. E. Harrison, Manager of Legislative Services, provided a presentation regarding the Legislative Services Department budget.

It was moved and seconded that Council direct Staff to bring forward a report on remuneration for the Mayor and Councillors. The motion carried.

Opposed: Councillor Sherry

6. DELEGATIONS PERTAINING TO AGENDA ITEMS:

(a) Mr. John Cooper, Nanaimo, BC, spoke regarding alcohol sales at Mixed Martial Arts (MMA) events, and the proposed revision of the City Council Policy regarding serving alcohol at Nanaimo Athletic Commission Sanctioned Events.

7. COMMISSION REPORTS:

Mayor Ruttan vacated the Chair at 7:00 p.m.

Councillor Unger assumed the Chair.

Mayor Ruttan resumed the Chair at 7:03 p.m.

(a) Nanaimo Athletic Commission – Proposed Revision of the City Council Policy Regarding Serving Alcohol at Nanaimo Athletic Commission Sanctioned Events

It was moved and seconded that Council:

1. approve a trial combative sporting event, at the Vancouver Island Conference Centre, allowing food and beverage (liquor) sales during the sanctioned event; and,
2. suspend Council Policy regarding "Serving Alcohol at Nanaimo Athletic Commission Events" as adopted on 2005-SEP-12, for the above-listed event.

The motion carried.

Opposed: Councillors Johnstone, Pattje, and Sherry

(b) Parks, Recreation and Culture Commission – Updated Neck Point Park Master Plan

It was moved and seconded that Council adopt the Updated Neck Point Park Master Plan. The motion carried unanimously.

(c) Parks, Recreation and Culture Commission – 2011 Sport Tournament Grant Requests – First Intake

It was moved and seconded that Council approve the 2010-NOV-24 recommendation of the Parks, Recreation and Culture Commission to expend \$15,000 for the first intake of the 2011 Sport Tournament Grant allocations as follows:

Group	2011 Request	2011 Recommended
Canoe & Kayak Club	\$1,750	\$ 600
Diamonds Synchronized Swimming Club	3,000	1,500
Kennel Club	4,650	1,800
Nanaimo & District Lacrosse Assn. (Bantam Tournament)	1,000	850
Minor Hockey Assn. (Midget Tier 1) (Provincial Championship)	2,000	2,000
Minor Hockey (2010 PeeWee Hockey Tournament)	1,000	1,000
Nanaimo Ice 2010 (Novice / Invitation Hockey Tournament)	1,200	1,050

Group	2011 Request	2011 Recommended
Nemesis Roller Girls (1 st Annual V.I. Roller Derby Tournament)	5,050	2,600
Riptides Swim Team Association	1,500	1,050
Squash Club Open Tournament	2,750	750
Wellington Pleasant Valley League (WPVL) Softball Association	1,500	750
Atom Development Spring Hockey Tournament	1,500	1,500
TOTALS	\$25,400	\$15,000

The motion carried unanimously.

8. QUESTION PERIOD:

- Mr. Fred Taylor, re: parking at VIU; photo radar vans, and fire department vehicles.

9. PROCEDURAL MOTION:

It was moved and seconded that Council move "In Camera" in order to deal with the following matters under the *Community Charter* Section 90(1):

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or employee negotiations;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2).

The motion carried unanimously.

Council moved into "In Camera" at 7:20 p.m.

Council moved out of "In Camera" at 8:32 p.m.

10. ADJOURNMENT:

It was moved and seconded at 8:32 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES

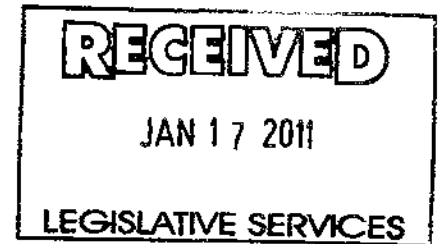
Katherine Miller has requested an appearance before council.

The requested date is Jan 17, 2011.

The requested meeting is:
FPCOW

Presenter's information

Address: 124 Green Lake Cres
City: Lantzville
Province: B.C.
Postal Code: V0R2H0
Home Phone:



Details of Presentation:

Regarding postponing implementation of Green Lake sanitary sewers.
This should not be postponed again.

☐ Council
☒ Committee F/PCOW
☐ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2011-JAN-17

STAFF REPORT

REPORT TO: D.W. HOLMES, ASSISTANT CITY MANAGER /
GENERAL MANAGER OF CORPORATE SERVICES

FROM: J. E. HARRISON, MANAGER OF LEGISLATIVE SERVICES

RE: 2011 ACTING MAYOR SCHEDULE

STAFF'S RECOMMENDATION:

That Council adopt the amended Acting Mayor Schedule for 2011 as follows:


ACTING MAYOR SCHEDULE - 2011			
Councillor Sherry	2010-DEC-06	to	2011-JAN-16
Councillor Unger	2011-JAN-17	to	2011-MAR-06
Councillor Holdom	2011-MAR-07	to	2011-APR-17
Councillor Johnstone	2011-APR-18	to	2011-JUN-05
Councillor Kipp	2011-JUN-06	to	2011-JUL-17
Councillor Bestwick	2011-JUL-18	to	2011-SEP-04
Councillor Pattje	2011-SEP-05	to	2011-OCT-23
To be determined	2011-OCT-24	to	2011-DEC-04


EXECUTIVE SUMMARY:

At the Regular Finance / Policy Committee of the Whole Meeting held 2010-OCT-18, Council adopted the Key Date Calendar and Acting Mayor Schedule for 2011. In that document, Councillor McNabb was scheduled as Acting Mayor from 2011-JAN-17 to 2011-MAR-06.

Staff suggest that Councillor Unger, who was scheduled as Acting Mayor from 2011-OCT-24 to 2011-DEC-04, be re-scheduled to the time period originally assigned to Councillor McNabb. Councillor Unger's original time period could be reserved for the Councillor elected in the March by-election.

Respectfully submitted,


J.E. Harrison
Manager of Legislative Services


D.W. Holmes
Assistant City Manager /
General Manager, Corporate Services
☐ Council
☒ Committee FIP Cow
☒ Open Meeting
☐ In-Camera Meeting
 Meeting Date: 2011-JAN-17

F/P COW: 2011-JAN-17

STAFF REPORT

REPORT TO: D.W. HOLMES, ASSISTANT CITY MANAGER /
GENERAL MANAGER OF CORPORATE SERVICES

FROM: J. E. HARRISON, MANAGER OF LEGISLATIVE SERVICES

RE: PARK DEDICATION BYLAW

Council ☐ Committee ☒ P.C.O.W. ☒
Open Meeting ☒ In-Camera Meeting ☐
Meeting Date: 2011-JAN-17

STAFF'S RECOMMENDATION:

That Council direct staff to prepare a detailed report on the advantages and disadvantages of the dedication of park land and other options that may be available to ensure the protection of park land.

EXECUTIVE SUMMARY:

At the Regular Council Meeting of 2011-JAN-10 Council adopted the following motion:


"It was moved and seconded that Staff prepare a report on the feasibility and advisability of including a referendum question at the 2011 by-election on designating various specified properties as dedicated parks, to be presented at the Finance / Policy Committee of the Whole meeting of 2010-JAN-17. The motion carried unanimously."


The 80 day timeline for conducting a by-election does not provide the additional time required to prepare bylaws for such a referendum. The *Local Government Act* provides that general voting day for "other voting" must be not more than 80 days after the bylaw has received third reading. In order to comply with the legislation regarding the timing of the by-election and the City's Election Bylaw the first statutory notice has already been sent to the newspaper for publication on 2011-JAN-18.

However, legislation has changed with regard to the dedication of park land. A referendum is no longer required for this purpose. In accordance with section 30 of the *Community Charter*, a Council may, by bylaw adopted by an affirmative vote of at least 2/3 of all of the members of Council, reserve or dedicate property as a park or public square.

That being said, there are advantages and disadvantages to dedicating land as park as well as other options that may be preferable in some cases. Therefore, staff recommend that Council request a detailed report that will provide a more complete response on this matter. Staff believe that it would be appropriate for the report to also include comments from the Parks Recreation and Culture Commission on the staff recommendation.

Respectfully submitted,


J.E. Harrison
Manager of Legislative Services


D.W. Holmes
Assistant City Manager /
General Manager, Corporate Services

STAFF REPORT

REPORT TO: D.W. HOLMES, ASSISTANT CITY MANAGER/GENERAL MANAGER
OF CORPORATE SERVICES

FROM: B. E. CLEMENS, DIRECTOR OF FINANCE AND T. MOSCRIP, SENIOR
MANAGER, ENGINEERING

RE: GREEN LAKE LOCAL AREA SERVICE

Council ☐ Committee ☒ *Flow*
Open Meeting ☒
In-Camera Meeting ☐
Meeting Date: *2011-JAN-17*

STAFF'S RECOMMENDATION:

That Council abandon the establishment of a Local Area Service for the Green Lake area and put the Green Lake sewer project on hold until the City of Nanaimo receives senior government grant funding for this project.

EXECUTIVE SUMMARY:

Following up on a previous report to Council, staff held an open house and conducted a survey of the Green Lake property owners to determine whether there was support for a local area service with the property owners paying 40% of the cost to bring sanitary service to the area.

Only 25% of the affected property owners indicated that they would support a 60/40 cost share for this project. Additionally, several property owners indicated verbally that they were not in favour of paying any portion of the \$3.2 million to bring sanitary sewer to the Green lake area. Therefore, in staff's estimation, it is unlikely that a cost sharing solution can be found. In addition to Green Lake, there are approximately 225 properties in the City of Nanaimo (the majority in the Jingle Pot area) that do not currently have access to sanitary sewer. The estimated cost in 2008 to service these properties was around \$16 million. Whatever funding formula that is applied to Green Lake will have implications for these areas.

That leaves a choice between having the City fund 100%, or waiting until a senior government grant is approved. Given the recent discussions on the cost of maintaining and replacing our existing infrastructure, staff is not supportive of using City sewer reserves to fund 100% of this project. This leaves the final option – to wait until senior government grants are available for this project.

BACKGROUND:

At the Regular Finance & Policy Committee of the Whole meeting held on 2010-April-19, Council received a report on the Green Lake Local Area Service (attached for Council's information). The purpose of this report was to provide Council with some history on the provision of sanitary sewer to the Green Lake area and to get Council's endorsement of a potential cost sharing formula between the residents of Green Lake and the general property

taxpayer. Council authorized staff to proceed on the basis of 60% to be paid by the City of Nanaimo and 40% to be paid by the local property owner.

Since that time, staff has held an open house at Beban Park and has conducted an informal petition process to gauge whether the local property owners are likely to support the concept of paying 40% of the costs of bringing sanitary sewer to their neighbourhood.

The open house was well attended and there were lots of questions and discussion. It was clear that although the majority of the attendees wanted sanitary sewer brought to the Green Lake area, many were adamantly opposed to paying for it. Many of the area residents, particularly those who have been there for a long time, believe that they were promised that it would be provided free of charge as part of their amalgamation with the City of Nanaimo back in 1975.

Some residents pointed to a referendum held in 1977 that they believe confirmed that the City would provide sanitary sewer to Green Lake. Staff has since researched this referendum and determined that, while it applies to some parts of the City that were added during amalgamation, it does not apply to the Green Lake area.

Some attendees told staff that although they did not believe they should have to pay, they would vote in favour anyway just to get on with it.

Some of those who want the local service area to proceed are interested in doing so for the development potential that will come with sanitary sewer.

A comparison was also made to Fielding Road where, in 2002, sanitary sewer was extended to 19 properties in response to the failure of a number of septic systems. In this case, the Province funded 50% of the project and the remainder was paid for by the City. Sewer connection fees were waived for one year to encourage property owners to connect to the system. The difference between Fielding Road and Green Lake is the failure of septic tanks on Fielding Road and the availability of Provincial funding for that project.

There was also discussion about the fact that Green Lake property owners paid sewer taxes for several years, even though they weren't receiving sanitary sewer service. At the request of a Green lake resident in 2006, staff researched this and determined the following:

- Information about property tax payments was only available back to 1979, and information between 1979 and 1985 was difficult to interpret.
- During the period 1979 to 2001, there were three different tax levies for sanitary sewer.
- Until 1991, the City of Nanaimo charged a sewer tax to all properties that were within the Sewer Benefitting Area (including Green Lake). The funds raised from this tax were used to pay for the maintenance of the sewage collection system, i.e. to deliver the sewage to the Regional District's system. In 1992, the City's policy changed and all of these costs were shifted to user rates, which meant that only properties connected to the sewer system were required to pay. Between 1981 and 1991, the property that was researched paid a total of \$471.69 for this tax levy.
- The Regional District of Nanaimo had two separate taxes for sanitary sewer. The City of Nanaimo collected these taxes and paid them over to the Regional District to pay for the Regional sewage collection systems and the sewage treatment plant.

- One of these RDN tax levies was charged to all properties within the boundaries of the City of Nanaimo. The rationale was that effective sewage treatment improves the community's health and benefits of all citizens, regardless of whether they are actually connected to the system. In 2002, the Regional District changed the calculation of this tax levy to effectively eliminate the levy. Prior to 2002, the property researched paid a total of \$422.50 for this tax levy.
- The second RDN levy was charged to all properties within the Sewer Benefitting Area. Up until 1999, the property researched paid a total of \$961.32 for this tax levy. In 2000, Council determined that the Green Lake area was not likely to receive sewer service in the near future, and Green Lake was removed from the Sewer Benefitting Area.
- The total sewer property taxes paid by this property during this period was \$1,855, of which \$472 was kept by the City and the remainder was paid over to the RDN. Other properties would have paid different amounts depending on their assessed value.

The results of the informal petition were that, out of 101 properties in the Green Lake area, only 25 were in favour of paying 40% of the costs to bring sanitary sewer to the area. While they represent a slight majority of the informal petitions returned to the City (25 in favour, 19 opposed), staff believes that a formal petition is unlikely to succeed. In a formal petition, those who did not respond would be considered to be opposed. Staff analyzed the "yes" votes to see if there was a pocket of properties that were in favour that might be able to proceed on their own, but there was no area where the majority of properties were in favour.

Option 1 – proceed with a formal petition

Although staff believes that a formal petition is not likely to be approved by the Green Lake property owners, Council may wish to proceed anyway, to receive a formal response from the local property owners.

Option 2 – try again with a different formula

The 2010-April-19 report contains a discussion of how the 60/40 formula was determined and what the implications are for other unserved areas of the City. In addition to Green Lake, there are approximately 225 properties in the City of Nanaimo (the majority in the Jingle Pot area) that do not currently have access to sanitary sewer. The estimated cost in 2008 to service these properties was around \$16 million. Whatever funding formula that is applied to Green Lake will have implications for these areas. Additionally, many of those who attended the open house that were opposed are probably going to be opposed to paying any share of the costs, as they believe that it should be provided to them for free.

Option 3 – have the City pay 100%

This is the option that would be preferred by the property owners and is the only option that would guarantee that the project would proceed in the foreseeable future. The cost to the City would be \$3.2 million. This could be funded from existing sanitary sewer reserves, but it would have long term implications for funding the infrastructure gap that was recently identified for Council as part of Engineering & Public Works asset management presentation. It would also have implications for other unserved areas as discussed in Option 2.

The property owners would have to do any work required on their own property. These costs would vary significantly between properties, but is estimated to be in the order of \$7,500 per lot,

including household pumps. They would also be required to pay a fee of \$1,800 to connect to the system.

Option 4 – wait for a senior government grant

Council could choose to put the Green Lake sewer project on hold until the City receives some grant funding from senior governments. This would make the project more affordable for both the City and the property owners. It is difficult to predict when more infrastructure grants will be available from the federal or provincial government. Even if a program were to become available, Green Lake could remain a low priority for senior government funding until there is greater evidence of septic tank failure and pollution in the lake. To date, the City has applied four times for grant funding for Green Lake and been rejected each time.

CONCLUSION:

Only 25% of the affected property owners indicated that they would support a 60/40 cost share for this project. Additionally, several property owners indicated verbally that they were not in favour of paying any portion of the \$3.2 million to bring sanitary sewer to the Green Lake area. Therefore, in staff's estimation, the first two options are likely to fail and only prolong the debate. That leaves a choice between having the City fund 100%, or wait until a senior government grant is approved (similar to how Fielding Road proceeded).

Given the recent discussions on the cost of maintaining and replacing our existing infrastructure, staff is not supportive of using City sewer reserves to fund 100% of this project. This leaves the final option – to wait until senior government grants are available for this project. The Ministry of the Environment takes samples of the lake water every spring and does an analysis. If there is any significant deterioration to the quality of the lake water, staff can bring this forward to Council.

Respectfully submitted,



B.E. Clemens
Director of Finance



T. Moscrip
Senior Manager,
Engineering



D.W. Holmes
Assistant City Manager/
General Manager,
Corporate Services

BEC/ck
FPCOW: 2011-Jan-17

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ATTACHMENT

2010-April-19

STAFF REPORT

REPORT TO: D.W. HOLMES, GENERAL MANAGER OF CORPORATE SERVICES

FROM: B. E. CLEMENS, DIRECTOR OF FINANCE

RE: GREEN LAKE LOCAL AREA SERVICE

RECOMMENDATION:

1. That Council determine if it wants to move forward with a process that may result in sanitary sewer services being provided to the Green Lake area; and, if so;
2. That Council authorize staff to proceed with a Local Area Service for sanitary sewer in the Green Lake area using a "petition for" process to be paid for using a parcel tax with a cost sharing formula of 60% City of Nanaimo and 40% local property owner.

EXECUTIVE SUMMARY:

It is estimated that it will cost about \$3.2 million to bring sanitary sewer to 107 lots in the Green Lake area. In addition, property owners will have to pay any costs incurred on their own property, estimated to be an average of about \$7,500 per lot.

If Council wishes to proceed with this initiative by cost sharing with the property owners, the process to do so is described in the *Community Charter* as a Local Area Service. This report outlines three possible cost sharing formulas. Additional cost sharing scenarios can be costed out if that is Council's direction.

There are only a few areas remaining in the City that have not been serviced by sanitary sewer. The reason that they are not serviced is because it is very expensive to do so. Staff believe that whatever arrangement is offered to Green Lake owners needs to be sustainable enough that it can be offered to the other areas at some time in the future. The City's share of this project can be funded from existing sanitary sewer reserves.

DISCUSSION:

The issue of providing sanitary sewer service to the Green Lake area has been around since the amalgamation of the surrounding improvement districts into the City of Nanaimo in 1975. Due to the local topography, the area surrounding Green Lake is challenging to service and therefore very expensive. The current preliminary estimate for a low pressure, pump operated system similar to Protection Island and Fielding Road is \$3.2 million to service 107 lots, or about \$29,900 per lot to deliver service to the property line. In addition to these costs, each property owner will have to do some work on their own property. These costs can vary significantly for each owner, but the average is estimated to be in the order of \$7,500 per lot, including the cost of individual household pumps.

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☒ Open Meeting
☐ In-Camera Meeting

Meeting Date: *2010-APR-19*

In 1990, Council received a delegation requesting that sewer be provided to the Green Lake area. Council engaged a consultant to do a septic tank study and water samples were tested around Green Lake for one year. Neither of these studies indicated an immediate health hazard. Therefore, in 1991, Council adopted a motion that sanitary sewers not be installed in the Green Lake area at that time. The properties were removed from the Sewer Benefitting Area in 1991 and have paid no sewer taxes to the City since that time. They did continue to pay a levy toward the operation of the regional sewer treatment plant, although this was eliminated in 2002. By removing these properties from the Sewer Benefitting Area, the City was acknowledging that sanitary sewer service would not be provided in the foreseeable future.

Since 1991, the City has been approached by residents in the Green Lake area who were attempting to have sanitary sewer brought into their neighbourhood. For various reasons, there was not agreement with all parties on cost sharing, so these local areas were not serviced at that time. Staff still receive regular inquiries from residents of this area.

The City of Nanaimo has repeatedly applied for senior government funding to bring sanitary sewer to the Green Lake area. These grants would have seen the two senior governments pick up two thirds of the cost of the project. Unfortunately, these applications have not been successful. All existing infrastructure funding programs are completely allocated and it seems unlikely that there will be any new senior government funding in the near future. If sanitary sewer is to proceed in the Green Lake area, it will either need to be fully funded by the City of Nanaimo, or in some kind of cost sharing formula with the property owners.

Green Lake is one of six areas in Nanaimo that do not receive sanitary sewer service. The other areas total 225 existing lots which are located in Jingle Pot, Western Acres, Stephenson Point, , and Maki Road East. The estimated cost in 2008 to service all areas, including Green Lake, was about \$19.2 million.

Areas	Cost Estimate	Hectares	Existing Lots
Green Lake	\$3,200,000	63.4	107
Stephenson Point	\$2,605,000	10.6	25
Jingle Pot	\$6,333,000	169.5	125
Western Acres – West	\$2,459,000	10.9	20
Western Acres – East	\$3,763,000	40.2	51
Maki Road – East	\$812,000	4.8	4
TOTAL	\$19,172,000		

Some of the issues that make Green Lake the highest priority for sanitary sewer servicing over the other areas include:

- Septic field systems are over 35 years old in many cases,
- Provincial monitoring indicates high levels of phosphorus and nitrogen likely caused by faulty septic systems. This leads to poor water quality for fish and other aquatic life,
- Sewers will support the health of the lake,
- The area is already serviced with water,
- The area is already built up – there is little potential for new development to bring in sanitary sewer.

In determining how to proceed with providing sanitary sewer to Green Lake, Council needs to be aware of these other areas and the potential costs of servicing them. Whatever funding formula that is applied to Green Lake will have implications for these other areas.

There is no "right" formula for determining how to share the costs of providing sewer to these residents. It is really up to Council to determine what portion of the costs should be borne by the general taxpayer and what portion should be paid by those receiving the service. Some property owners would argue that sanitary sewer is a basic service of the municipality and they should not have to pay any cost to receive it. But, it is clear that the City cannot afford to provide sewer to all of the remaining unserviced lots without the participation of the property owner.

The options can vary anywhere from 100% City funded to 100% funded by the property owner. For simplicity, here are three options that represent the middle of the road. If Council would like to consider other options, staff can provide the cost implications. Note that in all the options presented below, the costs only include those necessary to bring services to the property line. The property owner will also have to pay the costs incurred on his own property to receive the services, e.g. piping, sewage grinder pump, holding tank. Staff recommend that the sewer connection fee (\$1,800) be waived for a one year period to encourage property owners to connect to the system.

Regardless of the funding formula, if sanitary sewer is brought to the Green Lake area, then those properties that have the ability to connect to the sewer will be brought back into the Sewer Benefitting Area and will be subject to the Regional District tax (about \$105 per year on a \$350,000 home). Once connected, the properties will also be required to pay the City of Nanaimo user fee of about \$97 per year.

Option 1: 60% City/40% Property Owner

This represents Council's long-standing policy for sewer pocket areas. In 1995, Council confirmed the policy that the cost sharing for sewer pocket areas should remain at 60 percent City and 40 percent property owner. The major disadvantage of this option is that it is the least financially sustainable of the three options presented.

Option 2: 50% City/50% Property Owner

This is the compromise option.

Option 3: 40% City/60% Property Owner

This is the most financially sustainable option from the City's perspective and would provide the most opportunity for owners in the other unserviced areas to also receive sewer at some time in the future. This ratio is closest to the infrastructure funding formula (2/3 senior government and 1/3 City) that Council supported for grant funding applications. It is the least likely to be supported by the property owners.

Option 4: Wait for a Senior Government Grant

Council could choose to put the Green Lake sewer project on hold until the City receives some grant funding from senior governments. This would make the project more affordable for both the City and the property owners. It is difficult to predict when more infrastructure grants will be

available from the federal or provincial government. Even if a program were to become available, Green Lake will remain a low priority for senior government funding until there is greater evidence of septic tanks failure and pollution in the lake.

COSTING THE OPTIONS

Regardless of what option is chosen, property owners can contribute their share of the costs in one of two ways:

1. They can pay the whole amount up front; or
2. They can pay an annual amount on their property tax bill for 20 years. This would include an interest amount based on the City's cost of borrowing from the Municipal Finance Authority.

The following table shows the cost to the property owner for each option:

	Total Cost to Owners*	Cost per Lot	Annual Levy
Option 1	1,280,000	11,962.62	999.86
Option 2	1,600,000	14,953.27	1,249.82
Option 3	1,920,000	17,943.93	1,499.78

* Note that the above costs exclude on-site costs which are the owners' expense.

The above table shows that Option 1 would result in each owner paying an annual levy on their tax notice of about \$1,000. Alternately, the owner could choose to pay out the entire amount of \$11,962.62 per lot in advance. These costs were determined using a 20 year loan from the MFA at 5.0% (the current estimated borrowing rate).

An alternative would be to offer the property owners an interest free loan. Instead of borrowing the funds from the MFA, the City of Nanaimo could finance the property owners' portion of the costs by using the Local Improvement Fund. There are only enough funds in this reserve to finance Option 1 (60% City). This would result in an annual cost for each lot of about \$600.

	Total Cost to Owners*	Cost per Lot	Annual Levy
Option 1	1,280,000	11,962.62	598.13

As this would exhaust all of the money in the Local Improvement Fund, this option would not be available to any future sewer pocket areas that may also wish to receive sanitary sewer in the future. Council could stretch this money further by making just a portion of the loan interest free. If desired, staff could cost out some additional scenarios for Council's consideration.

SOME MORE HISTORY

In 1985, sanitary sewer (and water as well) was brought to Protection Island. In this case, property owners paid about 21% of the total project cost of \$1.8 million. Owners paid an annual

levy of \$175 for twenty years. The Province contributed 25%, with the remaining amount coming from the City.

In 2002, sanitary sewer was extended to 19 properties on Fielding Road in response to the failure of a number of septic systems. In this case, the Province funded 50% of the project and the remainder was paid for by the City. Sewer connection fees were waived for one year to encourage property owners to connect to the system.

THE PROCESS MOVING FORWARD

The process for proceeding with a local area service is very similar to the BIA process that was used for the downtown Business Improvement Area. It can be done as either a "petition for" process, in which the local property owners must provide a petition that is signed by at least 50% of the parcels that represent at least 50% of the assessed value of the land; or it can be a "petition against" process, where the majority must vote against the project. Staff recommend that the "petition for" process be used in this case.

Staff will facilitate the process by mailing out information to affected property owners, holding open houses and preparing the necessary petitions for the owners to sign.

In order to proceed, it is necessary to choose what option will be presented to the property owners in the Green Lake area. As noted previously, there is no right answer and it is really a political determination as to what is the appropriate share for the general taxpayer to contribute. In view of the previous policy on sewer pocket areas, staff are recommending that Option 1 (60% City/40% Property Owner) be endorsed by Council. Staff do not recommend that an interest free loan be offered, as this option would not be available to other property owners in the same circumstances.

Once Council has endorsed a cost sharing formula, staff will contact the affected property owners and provide them with information about the project and cost recovery options. This will most likely be done with mailouts and one or more public meetings or open houses. Before proceeding to the petition phase, staff propose to survey the property owners to determine the likelihood that a petition would succeed. If there appears to be enough support for the proposal, then staff will go ahead with the formal petition. If there is not enough support, then staff will bring a report back to Council with new recommendations.

If the survey shows that there is not enough support, Council may wish to consider whether there is interest by one of the smaller neighbourhoods, such as Lake View Crescent, to proceed on their own. Depending on which sub-area is considered, the average cost per lot may be lower than the amounts shown in this report. The disadvantage of this is that it becomes even less likely that the remaining areas surrounding Green Lake will ever be serviced.

Respectfully submitted,



B.E. Clemens
Director of Finance



D.W. Holmes
General Manager,
Corporate Services

FOR INFORMATION ONLY

REPORT TO: R. HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE

FROM: M. MAUCH, PROJECT MANAGER, ENGINEERING CONSTRUCTION

RE: SCHEDULE FOR THE SECOND ARTIFICIAL TURF FIELD

RECOMMENDATION:

That Council receive this report for information.

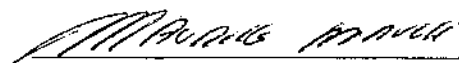
EXECUTIVE SUMMARY:

The new artificial turf field, adjacent to Merle Logan Field, is scheduled to open in September 2011. In order to meet that schedule and complete construction in the optimum weather conditions, tendering of the works should commence later this month. The 2011 Budget includes funding for the construction of the Second Artificial Turf Field at Beban Park – the new field will be located adjacent to Merle Logan Field. The project was identified in the previous budget with funding of \$1,800,000.00 for construction in 2011.

BACKGROUND:

The Second Artificial Turf Field at Beban Park has been a highly anticipated project since the opening of Merle Logan field in the fall of 2005, and is a priority in the recently adopted Sports Field Strategy. The field construction is scheduled for completion by September 2011. This timing will ensure that the turf installation will be completed in optimum weather to ensure a high quality, long lasting product and to allow users access in the busy fall season. To meet this construction schedule, tendering of the works and materials should commence in the next two weeks. The civil construction tender is scheduled to be issued in late January – this includes excavation and the construction of the field base and concrete surround. In February tendering of the artificial turf surface will take place, both the civil construction tender and the artificial turf tenders will be presented to Council for approval. Field lighting will be an extension of the existing system; therefore, sole source purchasing will be requested, a separate report detailing this will follow this report.

Respectfully submitted,



M. Mauch, Project Manager
Engineering Construction

☐ Council
☒ Committee *F/PCOW*
☒ Open Meeting
☐ In-Camera Meeting
 Meeting Date: *2011-JAN-17*

Council: 2011-JAN-17

wj

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STAFF REPORT

TO: A. Laidlaw, General Manager, Community Services

FROM: I. Howat, Director of Strategic Relationships

RE: Combat Sports Events in the Vancouver Island Conference Centre

RECOMMENDATION:

That Council receive for information.

EXECUTIVE SUMMARY:

Council on December 6, 2010 moved to approve a trial combative sporting event, at the Vancouver Island Conference Centre (VICC), allowing food and beverage (liquor) sales during the sanctioned event and suspend Council Policy regarding "Serving Alcohol at Nanaimo Athletic Commission Events" as adopted on 2005-SEP-12, for that event. Since that time, the VICC contractor has been identifying what must be undertaken to accommodate such events.

BACKGROUND:

The VICC, is licensed to serve alcohol under a "Food Primary" License, which is like a restaurant. To be able to serve alcohol with food anywhere in the facility the entire facility must be a licensed establishment. The City of Nanaimo holds the Food-primary license with the VICC's food and beverage subcontractor, Eurest Dining, listed as the operator.

Regardless of whether alcohol is being served or not, the facility is a licensed establishment and subject to the regulations of the Liquor Control and Licensing Act (The Act). The Act states that Food Primary licensees such as the VICC are not permitted to host *"live, on premises prize fighting, kickboxing and all other similar contact sports"* while holding a "Food Primary" license regardless of whether alcohol is being served or not. As long as the facility holds a Food Primary License, combat sports will not be permitted. Upon further inquiry, this was confirmed with a Licensing Supervisor at the Liquor Control and Licensing Branch (LCLB).

The VICC contractor has explored various options, including temporarily suspending the food-primary license, with the LCLB. The LCLB responded that a suspension of a food primary license for the purposes of hosting combat sports was not an option. The only available option made available to us by the LCLB is to apply for a Liquor Primary License (bar style license) and abandon the Food Primary license that the facility is currently licensed under.

To fulfill Council's resolution, the VICC contractor would have to instruct Eurest Dining as the operator to apply to change our Food Primary License to a Liquor Primary License, but before this happens staff felt it was necessary to inform Council of this recent finding and seek further direction. There are some potential outcomes to this action that, while may not come to pass, should be stated:

1. Eurest Dining signed a contract with the VICC contractor for food and beverage services. The primary value in the contract is in the preparation and sale of food, not the sale of alcohol as

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per the table below. A change in the license would no longer require the serving of food with alcoholic beverages. On occasion, the VICC are asked to provide liquor only at events such as receptions, however to date the response has always been that food must be served with alcohol resulting in greater sales of food than would otherwise happen under a liquor-primary license. Any potential reduction in food sales might result in the amendment of the food and beverage services contract. The following table compares 2009 actual food sales to beverage sales:

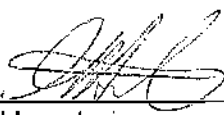
	<u>Food Sales</u>	<u>Beverage Sales</u>
Total Revenue	943,056	94,571
Gross Profit	287,857	28,703
% of Total VICC Sales	63%	6%

While at this time the reduction in food sales is unknown, all things being equal it will drop and due to alcohol consumption trending downward in these venues it's hard to imagine that the offsetting sales in alcohol would make up the losses in food sales.

2. Like all liquor license applications a public process is required including an endorsement from City Council. To date, Council and the community have been critical of adding Liquor Primary seats to the City and more specifically to the downtown core. This action would add 1,400 liquor primary seats to downtown Nanaimo. If Council chooses to proceed with a liquor-primary application, the application would be referred to a future open Council meeting.

Without a change in VICC's liquor license from food-primary to liquor-primary, Council's desire to hold combat sporting events within the VICC cannot be achieved.

Respectfully submitted,


 I. Howat
 Director of Strategic Relationships


 FOR A. Laidlaw
 General Manager, Community Services

FOR INFORMATION ONLY

REPORT TO: B. CLEMENS, DIRECTOR OF FINANCE

FROM: K. FELKER, MANAGER, PURCHASING AND STORES

RE: QUARTERLY CONTRACT REPORT

BACKGROUND:

Presented is the quarterly report on tenders from \$100,000 to \$250,000 for the period 2010-OCT-01 to 2010-DEC-31. In accordance with the City Purchasing Policy, staff awards these tenders. Council approves tenders over \$250,000.

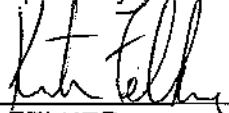
DISCUSSION:


DATE	CONTRACT DESCRIPTION	CONTRACTOR	AMOUNT
2010/10/14	Bastion St Parkade Traffic Deck Membrane Replacement and P/T Cable Recess Installation Tender 1060 <ul style="list-style-type: none">Publicly TenderedBids were opened in publicAwarded low bid to spec	Floor-Tech Systems Inc	\$211,825.00
2010/12/10	Supply & Delivery of Stainless Steel Water Pipe Tender 1096 <ul style="list-style-type: none">Publicly TenderedBids were opened in publicAwarded low bid to specPipe required for Bowen/Pryde water supply main upgrade	Unified Alloys	\$117,309.11

RECOMMENDATION:

That Council receive the report.

Respectfully submitted,


K. FELKER
MANAGER, PURCHASING & STORES


D. HOLMES
ASST CITY MANAGER/GM CORPORATE SERVICES

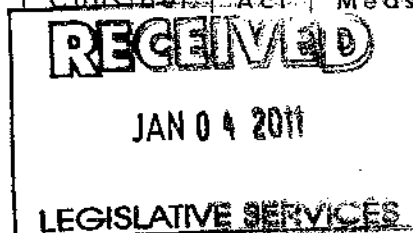

B. CLEMENS
DIRECTOR OF FINANCE

☐ Council
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☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2011-JAN-17*



Coastal Community Network

The voice of British Columbia's coastal communities
Energize the Network in 2011 | Consider | Act | Measure



December 31st 2010

Mayor John Ruttan
City of Nanaimo
455 Wallace Street
Nanaimo, BC
CANADA V9R 5J6

Dear Mayor Ruttan & Members of Council:

In the past year, the Network has made progress in adapting our structure and participation in processes to respond to diminishing financial resources and operating without full time staff.

I am writing to secure your organization's contribution for 2011 so that we can transition our efforts into a more effective vehicle for issues and opportunities that you and your neighbours can agree on, to move forward on a Pacific Coast wide sustainable development charter and agenda.

The focus of the Network continues to be to promote the sustainable economic and social well being of BC's coastal communities. Many of us have been excluded from participating in private industry and senior government decision making processes. We need to align our interests to better serve the people we were elected to represent.

In the coming year, the Network will:

- ✓ Create new and effective vehicles for communication across jurisdictional lines through social media and other electronic means;
- ✓ Plan face to face meetings at events such as the FCM conference in Victoria in February, the AVICC, UBCM and NCLGMA, as well as community to community forums;
- ✓ Reconnect with staff from senior governments working on files that directly and indirectly affect your community's livability;
- ✓ Locate who will lead the new Ocean & Coastal Strategy for British Columbia;
- ✓ Collaborate with the Fraser Basin Council, Ocean Initiatives BC, Ocean Renewable Energy Group, and the Pacific North Coast Integrated Management process to ensure that your interests are communicated; and;
- ✓ Inspire Coastal Parliamentarians, BC's all-party, all-partisan group of MPs, Senators and MLAs, to bring our communities to work together on your behalf.

Please find an invoice for this year's fees enclosed with this letter.

Community on-going support is essential to our ability to provide a strong, representative voice for all of BC's coastal communities. Please contact myself at 250 720-2822 for further information.

On behalf of your peers and colleagues, I look forward to your reply and working with you again in 2011.

Respectfully
Coastal Community Network

Mayor Ken McRae
Chairman of the Board of Directors

☐ Council
☒ Committee FLPCOW
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2011-JAN-17



2010 |2011 Coastal Community Network Board of Directors

Name Term	Organization and Business Address	Officer Title	Phone	Facsimile
Ken McRae Mayor	City of Port Alberni 4850 Argyle Street Port Alberni, B.C. CANADA V9Y 1V8	Chairman of the Board of Directors davina_sparrow@portalberni.ca Davina Sparrow EA	Bus (250) 720-2822 Cell (250) Res (250)	(250) 723-1003
Al Huddleston Regional Chair	Regional District of Mt. Waddington P.O. Box 729 -- 2044 McNeill Road, Port McNeill, B.C. CANADA V0N 2R0	Vice Chair of the Board of Directors info@rdmw.bc.ca	Bus (250) 956-3301 Cell (250) Res (250)	(250) 956-3232
Dario Coralazzoli Councillor	District of Ucluelet Box 999 Ucluelet, B.C. CANADA V0R 3A0	Secretary Treasurer, Board of Directors pacificrim@ukeecable.net	Bus (250) 726-7728 Cell (250) 726-7806 Res (250) 726-2291	(250) 726-7335
Dianne St. Jacques Business Person	Fletchers Cove B&B P.O. Box 999 200 Main Street, Ucluelet, B.C. CANADA V0R 3A0	Past Chair, Board of Directors saints@alberni.net	Bus (250) 286-6102 Cell (250) 735-8683 Res (250) 286-4711	(250) 286-6103
Tony Bennett Electoral Area C Director Long Beach	Alberni Clayoquot Regional District 1420 Port Alberni Box 595 Ucluelet, BC CANADA V0R 3A0	Director tonben1@telus.net	Bus (250) 726-2727 Cell (250) Res (250) 726-1224	(250) 726-1225
Patricia Edwards Electoral Area E Director Beaver Creek	Alberni Clayoquot Regional District 7701 Beaver Creek Road Port Alberni, BC CANADA V9Y 8M9	Director pledwards@shaw.ca	Bus (250) 250 720-4515 Free (866) 870-4190 Cell (250) 720-1518 Res (250)	(250) 479-7104
Mickey Flanagan Chief Executive Officer	Keltic Seafoods Limited 8625 Glenview Road, Port Hardy, BC CANADA V0N 2P0	Director mickey@kelticseafoods.com	Bus (250) 949-8088 Cell (250) Res (250)	(250) 949-8825
Les Sam Chief Councillor	Tseshah First Nation 5091 Mission Road Port Alberni, B.C. CANADA V9Y 8X9	Director les.sam@tseshaht.com Tanya Lucas	Bus (250) 724-1225 Cell (250) 720-7334 Res (250)	(250) 723-1327

For more information, presentations and updates please contact the Network's Consulting Economic Developer and Volunteer Administrator Patrick Nelson Marshall toll free at +1 877 595-85676 or at patrick.marshall@capitalecdc.com



Blake, Cassels & Graydon LLP
Barristers & Solicitors
Patent & Trade-mark Agents
595 Burrard Street, P.O. Box 49314
Suite 2600, Three Bentall Centre
Vancouver BC V7X 1L3 Canada
Tel: 604-631-3300 Fax: 604-631-3309

INVOICE

Please write invoice
number(s) on cheque

December 7, 2010

Bill Bestwick
201 - 520 Blue Girl Way
Nanaimo, BC V9S 5T6
Canada

Attention: Bill Bestwick

Invoice: 1526084
Billing Lawyer: Boyle, Sean K.
HST/GST No.: R119396778
Client: 00098504
Matter: 000001

Re: City of Nanaimo and Development Variance Permit 156

FOR PROFESSIONAL SERVICES RENDERED
as set out in the attached printout:

BALANCE DUE IN CANADIAN CURRENCY

\$ 14,010.72 CAD

Remittance Instructions

*** Terms: Due and Payable Upon Receipt ***

If paying by cheque, please make cheque payable to Blake, Cassels & Graydon LLP. Please remit this page with payment.
If wiring funds, please refer to the appropriate section below for instructions:

Canadian Funds Wiring Instructions:

Canadian Imperial Bank of Commerce
Main Branch, 400 Burrard Street
Vancouver, British Columbia V6C 3A6
Transit No.: 00010

Swiftcode: CIBCCATT
Beneficiary: Blake Cassels & Graydon LLP
Account No.: 000105011515
Reference: Invoice No. 1526084

If you wish further instructions please contact Roy Boal at 604-631-3325.

☐ Council
☒ Committee *PCOW*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2011-JAN-17*

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IN ACCOUNT WITH

COOK ROBERTS LLP

BARRISTERS & SOLICITORS

Seventh Floor, 1175 Douglas Street

Victoria, BC V8W 2E1

Phone (250) 385-1411

Fax (250) 413-3300

File No.33707 RSA

Bill No.260699 DD

GST/HST No. R117202796

BILL BESTWICK

201 - 520 BLUE GIRL WAY

NANAIMO, B.C. V9S 5T6

November 15, 2010

Re: CONFLICT OF INTEREST OPINION

Total Fees & Disbursements Billed 340.67

Harmonized Sales Tax (12%) 40.88

THIS IS OUR ACCOUNT HEREIN: \$ 381.55

E & O E

**PLEASE RETURN PAYMENT AND THIS REMITTANCE COPY TO
ENSURE PROPER CREDIT OF YOUR ACCOUNT**

PAYMENT MAY BE MADE:

1. IN PERSON (CASH, DEBIT CARD, AMERICAN EXPRESS, MASTERCARD OR VISA)
2. BY MAIL (MONEY ORDER, CHEQUE, AMERICAN EXPRESS, MASTERCARD OR VISA)
3. BY PHONE (AMERICAN EXPRESS, MASTERCARD OR VISA)

All returned cheques will be subject to a twenty-five (\$25.00) dollar charge.

AMOUNT OF PAYMENT: _____

PAYMENT BY: VISA ___ MASTER CARD ___ AMERICAN EXPRESS ___

CARD HOLDER: _____

CARD NO: _____

EXPIRY DATE: _____

SIGNATURE: _____

THIS ACCOUNT MAY NOT INCLUDE ALL DISBURSEMENTS INCURRED TO DATE. ADDITIONAL DISBURSEMENTS (IF ANY) WILL BE BILLED LATER. ACCOUNT DUE WHEN RENDERED.