

**Northwest Nanoose Residents Association**  
**ANNUAL GENERAL MEETING – MINUTES DRAFT #4**

Monday, June 5, 2006, 7:00 p.m. at Nanoose Place

(Note: These minutes have not been formally approved and are subject to change)

**1. Welcome and Establishment of a Quorum**

President Kirke MacMillan called the meeting to order at 7:10 p.m. and confirmed that there was a quorum (31 NNRA members signed in). He then reviewed the Agenda for the meeting, and gave introductory comments:

1. The evening's guest speakers would be George Holme, Director, Area E, RDN Board, and Nancy Avery, Manager, Financial Services, RDN..
2. Communications: The NNRA website was launched in September, 2005. Thus, the Nor'wester newsletter no longer has to be the primary means of communication with the membership. Minutes of meetings by the Board including Director's and Special Meetings are on the website, providing transparency for the association. The Nor'wester is also on the website. Thanks to Dave Jamieson for setting up and maintaining the website. Kirke hoped that the website would be well used.
3. Meetings with G. Holme: Meetings between George Holme and members of the three Nanoose residents associations (NPORA, Fairwinds, and NNRA) have been held in December and February, with the next meeting expected in the second half of June. These meetings have been useful for the exchange of ideas and concerns between the resident's associations and our RDN director. If the membership has any questions or concerns they can be given to the NNRA Directors for discussion at these meetings.
4. Recent RDN personnel changes: Kelly Daniels resigned in late 2005. Carol Mason is now the new CAO for the RDN. She has previous experience with the RDN and the City of Nanaimo and lives in the Beachcomber area. She attended George Holme's 2<sup>nd</sup> meeting in February. Bob Lapham has resigned recently and has accepted a position in Victoria. No replacement has been named at this time.
5. Bylaw 500.324: With the passage of this bylaw the RDN can now seek federal/provincial infrastructure funding for sewers in the NNRA's area.

**2. Adoption of Minutes**

MOVED by Clair Davies, seconded by Martyn Green that the minutes of the May 31, 2004 and June 6, 2005 Annual General Meetings be adopted as presented.  
CARRIED.

**3. Financial Report**

Treasurer Frank Herman began his report by announcing that the NNRA currently has \$4682 in cash and bonds. Revenues for 2005 were \$2319 with expenses of \$2540.

With membership down about 10% it could be expected that the NNRA would operate in a deficit position again in 2006. Newsletter expenses were up 71% over the previous year, and the newsletter accounts for over 50% of NNRA expenditures. The NNRA cash position is good, however, it is declining.

In order to reduce expenditures, Frank recommended that the NNRA website be used to distribute the newsletter instead of mailing it. A straw poll of members present indicated that the majority had computers and could receive the Nor'Wester via e-mail or on the website.

#### 4. Committee Reports

##### ▪ **Legislation Committee** (*Kirke MacMillan*)

Nanoose Bay Official Community Plan – This was adopted by the RDN on October 25, 2005, after a long and often frustrating process. The land use bylaw associated with the OCP was adopted at the February 28, 2006 RDN Board meeting. The RDN is expected to produce an annual report discussing the status of the OCP implementation.

Challenges – Potential annexation of the Madrona area by the City of Parksville is seen as an issue. The RDN (Carol Mason) has said their information is that Parksville is not interested in this at this time, however, Kirke pointed out that a 1995/6 study for Parksville recommended annexation. The NNRA has sent a letter to the Ministry of Municipal Affairs requesting information regarding the annexation process and is considering asking for provincial funds to do an incorporation study.

##### ▪ **Water and Waste Committee** (*Mike Rich*)

Mike Rich presented his report for the committee, which is attached to these minutes. Mike thanked his committee for their work, and also thanked Mike Donnelly and Wayne Moorman from the RDN for their unfailing cooperation.

Ross Peterson rose to thank Mike for his work on the Water and Waste Committee over the past years.

Mike then received comments and questions from the floor.

*Ross Peterson - Will we need to purchase water from Madrona Heights for our system?*

No. The Madrona Heights well will be tied in to, and add to the overall capacity of our local Water Service Area. It is highly unlikely that we would have to purchase the water.

*Will the tie-in to Madrona Heights allow us to divorce ourselves from the Englishman River supply?*

Probably not. The summer demand would be too high.

*Will the new well reduce the amount of iron and manganese in our water?*

Probably. Apparently the new well water is quite good quality.

*Roy McBride - Will we be able to reduce our use of Fairwinds water?*

Probably. In fact, there may be times when these wells could backfeed to Fairwinds.

*What will happen when Timberstone begins to need water?*

The two developments are connected, and the Madrona Heights well has sufficient capacity for both developments, although like us, they may need some summer supply from the Englishman River once the area is fully developed. There is a total of about 62 lots in both developments (there was a proposal for about 90 lots if the developments could have been connected to the regional sewer system.)

*Harry Greenhough - Is a 40 GPM well enough to serve the new development (using a nominal 1.5 to 2 GPM allowance per residence).*

Yes, the 40 IGPM should be sufficient. The current Madrona well flow is about 20 IGPM. This is almost enough to serve the entire NNRA area (350 properties of which about 200 are developed) in the winter months, with our reservoir topped up from Fairwinds wells from time to time. In the summer, the irrigation demand is much higher and we need additional water from the Englishman River

*What is a reasonable estimate for sewer system installation?*

According to the RDN, sewers could be installed within 2 years of passage of the enabling referendum. In Mike's opinion we shouldn't expect to see sewers in less than 4 years from now. The referendum and the application for grants will eat up a lot of time.

*Bill Rempel - Have Terrien & Bay Drive properties been rejected when they ask to hook up to the sewer line on the beach in front of their houses.*

Those property owners are allowed to hook up to the sewer provided they sign a covenant not to subdivide their properties. As the new zoning bylaw prevents any subdivision of these properties, they should be eligible to hook onto the sewers when they wish.

*Don Stewart - How many wells are currently operating in our area?*

There is 1 Madrona well currently operating (#4) ~~its~~ with a capacity ~~is~~ of about 20 IGPM. The Madrona Heights well is also operational at 40 IGPM

▪ **Membership Committee** (*Diane Hill*)

Diane Hill presented the Membership Committee report, which is attached to these minutes. She noted that the residents of the new subdivisions (Madrona Heights and Timberstone) will be invited to join the NNRA and that the Committee is looking for more zone reps to assist with signing up members.

▪ **Social Committee** (*Diane Hill*)

Diane Hill presented the Social Committee report, which is attached to these minutes.

The 2006 Community Garage Sale had poorer participation than the previous years, possibly due to weather and declining interest. There is consideration to holding the Garage Sale every two years instead of annually.

Diane then received comments from the floor.

Roy McBride expressed concern that the Garage Sale brings unwanted publicity and strangers to the area. At 10:30 there appeared to be only 5 or 6 houses participating yet there were 300 cars that turned around at the end of Madrona. He requested that the board review the Garage Sale and consider discontinuing it.

Diane responded that she thought there were more like 12 or 13 houses participating in the sale. Kirke MacMillan indicated that the topic would be discussed at the next Director's Meeting.

## 5. Election of Officers

Kirke MacMillan began by acknowledging those Directors who would be stepping down:

- Janet Farooq – Janet had chaired the Legislation Committee from 2002 to 2005 and was a Director last year.
- Diane Hill – Diane had been Treasurer from 2001 to 2005 and was a Director last year. She was also the chair of the Membership and Social Committees and handled publication of the Nor'Wester newsletter.
- Mike Rich – Mike had chaired the Water and Rates Committee, the Utilities Committee and lately both the Water and Waste Committees.

Kirke thanked those Directors who were stepping down and then turned the floor over to Janet Farooq and Mike Rich to conduct the elections.

Mike Rich began by introducing the following motion, which he explained was intended to provide for staggered terms of office for Directors:

***Re: Directors' Term of Office.***

***It is hereby moved that :***

- 1. Directors shall be appointed by vote at the Annual General Meeting of the Society*
- 2. In the interests of continuity, two of the four Directors who are also Officers shall be appointed each year for a term of two consecutive years.*
- 3. Directors-at large, who are not Officers, shall be appointed for a term of one year*

Moved by Mike Rich, seconded by Martyn Green. Carried

Janet Farooq conducted the election of officers for 2006-2007. With the revised terms of office the following officers would not be elected this year and are considered to be in the second year of their terms:

President - Kirke MacMillan  
Secretary - Greg Field

The following officers have agreed to stand again and are in the first year of their term:

Vice-President - Dave Jamieson  
Treasurer - Frank Herman

The following nominations were received for Directors at Large:

- Mike Gray (continuing)
- Bob De Buysscher
- Lewis Vermeulen

Janet asked for nominations from the floor. Hearing none, the above were acclaimed as Directors at Large.

## 6. Questions and Issues From the Floor

- Mike Gray asked those present whether they thought the NNRA still fulfilled a purpose or if it should be discontinued. There appears to be little support for the Association at present. An alternative would be to put the association into hibernation for a while.

Mike Rich felt it would be a mistake for the Association to be folded. He admitted that there is little action at present, but it would be hard to start up the association if some issue arose.

Janet Farooq suggested that the Association could go into a reduced activity state and she suggested reducing the number of executive members for a while.

Ryan Petterson felt that the number of members and number present at the meeting do not indicate a lack of interest in the Association. Shutting down the Association would be a mistake and regaining momentum would be difficult. Also, the Regional District would not get sewers for the area without the Association's help.

Kirke MacMillan indicated that the Directors would meet as often as needed, possibly 5 to 6 times over the next year. He also asked how many people would be willing to receive the newsletter via the website (most of those present).

Diane Hill suggested that the newsletter could be cut down by one issue per year. This is to be reviewed by the executive.

- Louis Vermeulen rose to introduce himself to those present. He is an Engineer who has recently moved to this area from Alberta.
- The results and analysis of the NNRA Recreation Survey were posted for all to view during the Break.

## BREAK

After the break, President Kirke MacMillan introduced the evening's guest speakers: Nancy Avery, Manager, Financial Services, RDN and George Holme, Director, Area E, RDN Board. The title of their presentation is "REGIONAL DISTRICT OF NANAIMO, Who Are We and Where Are We Going?" Their discussion was accompanied by a slide presentation.

Mr. Holme began by describing the legislative basis for the establishment of Regional Districts. There are a total of 27 Regional Districts within British Columbia with 6 on Vancouver Island. Regional Districts were created by provincial legislation in 1965 to provide services to unincorporated areas, especially those services which could be better organized a "regional" level. Also, they could provide a forum for sharing services that crossed municipal and electoral area boundaries (sub-regional).

Mr. Holme went on to list and describe some of the regional, sub-regional and local services provided, ranging from Regional (examples: Administration, Solid Waste Management, and Regional Parks), Sub-Regional (examples: Liquid Waste Management, Regional Library, Transit, Building Inspection, and Emergency 911) to Local (examples: Community Parks, Fire Protection, Streetlighting and Feasibility Studies).

The next portion of Mr. Holme's presentation was a description of the configuration of the RDN Board (7 elected area directors and 9 appointed municipal councillors), and how Board representation and voting is determined for weighted votes (a formula which divided a municipality's or electoral area's population by 2,500).

Mr. Holme ended his talk with a relationship that the Province (through the Ministry of Community Services) had with the Regional Districts.

Ms. Avery began her portion of the presentation by outlining the Regional District Finances and emphasizing that each service was budgeted for separately and that there was no "general revenue" for non-budgeted items. She continued by discussing how the various groups within the Regional District worked as a 'federation' and the balancing of potential urban-rural and regional-local issues.

The uniqueness and strengths of the RDN were pointed out, emphasizing the evolution to a more urban governance structure, the staff and the approach to funding services. Some of the specific challenges within the RDN are high expectations from residents, the effects and impacts of the high rate of assessment changes, limited resources and downloaded/new responsibilities.

Ms. Avery then highlighted many of the projects currently in stream. These included planning at various levels, regulatory functions and standards, parks and recreation projects, and capital service projects.

Throughout the presentation questions from the audience were received and discussed by the speakers. Questions were on such topics as assessments, ways to limit property tax increases, recreation planning, facility cost recovery, and local development.

At the conclusion of their presentation, President MacMillan thanked Ms. Avery and Mr. Holme for their participation.

The meeting was adjourned at approximately 9:10 P.M.

## **WATER AND WASTE COMMITTEE REPORT - 2006**

*For presentation at the June 5, 2006 AGM*

### **Water**

In 2005, water from the Englishman River started flowing into the system in early May but, due to the very wet summer which produced high turbidity values, was stopped in the first week of October. The weather was also responsible for a significant drop in usage, which in general translated into lower water bills. Water quality continued to meet the Ministry of Health and Canadian Drinking Water Guidelines. This summer Englishman River water will be used in the Madrona and Beachcomber service areas, and may extend into Fairwinds this year or in 2007.

The position of the RDN on water supply generally has been clearly stated: any new development must provide sufficient new water to supply its own needs, and to this end a new well was drilled to serve the development being undertaken on the old Gilmore lands across NorthWest Bay Road from Beaver Creek Wharf Road. The capacity of this well has been confirmed at in excess of 40 Imperial gallons per minute, and approval has been sought from the Vancouver Island Health Authority, although it has not yet been given. The quality of the water is said to be better than that from many of the wells in the area. Once approval has been received, the RDN will tie the new well into the system serving the NNRA, and the combined capacity of the new well and Madrona well no 4 will be some 60 Imperial gallons per minute.

During the year the RDN contracted water based engineering expertise and developed in-house computer tools for the management of the various water systems which are now operationally interconnected. A suite of three interactive programs was designed: one for forecasting water supply and demand, another for designing user rates, and a third for determining system additions and producing a 15-year capital plan. Minor sums have been budgeted in 2006 for redevelopment of Nanoose well No 4, (not the same as Madrona well no 4), and for dismantling the disused Ballenas reservoir. Longer term plans call for a new intake on the Englishman river and for bulk water distribution system improvements by 2015. AWS is currently investigating alternative and more cost effective intake site locations.

An engineering review will be carried out this year of the whole Nanoose Peninsula water system to ensure pressure, fire protection, chlorination and water storage times in mains and reservoirs are optimized. In addition, there will be a study to determine technologies available – and their corresponding costs – to reduce iron and manganese in the system. The RDN also hopes to access federal assistance through a Federal/Provincial partnership in order to carry out aquifer risk assessments.

## Sewer

The passage of the OCP in late 2005 and of the zoning amendment Bylaw 500, (which specifies the minimum size of lots not served by sewer) have brought us one step closer to sewers for the NNRA area, and this now qualifies us to apply for part-funding through a grant from the Federal/Provincial Infrastructure program. However, due to the many applications being made, it is reported that infrastructure grants have all been spoken for in 2006, and there is some concern that the level of funding may not be as generous as in past years. Furthermore, there is no certainty that the rules will not change as the program is developed for 2007.

We need to know from residents the importance they place on sewers, and the first question will almost certainly be with regard to cost. Money has been set aside in the 2006 budget for Koers to update the costs in their March 2004 Madrona Sewer report, and to some extent there are also funds available for carrying out the five other sewer-related studies required by Section 5.8 of the OCP. As the last survey was done two and a half years ago, once this update is complete your Committee plans to conduct a new survey to reconfirm residents' earlier wishes to proceed with sewers for the area.

One interesting recent development is the expansion at Pacific Shores, where several new units are currently being installed together with an extension of the existing on-site sewer to within 77 metres of their entrance on Stroulger Road. To construct the additional 77 metres on Pacific Shores property may cost approximately \$30,000, but the RDN has informed us that if this were done, the topography would allow some 40 properties at the lower end of Beaver Creek Wharf, Stroulger and Sangster Roads and Jenkins Crescent (collectively called the Stroulger drainage basin) to be served by gravity sewer connected at the Pacific Shores property line. Both the \$30,000 extension and the necessary sewer lines in road allowances would be for the account of NNRA residents, but details would need to be worked out. If Pacific Shores should build or pave over the proposed 77-metre sewer extension, the \$30,000 cost could increase substantially.

If this opportunity is taken, it could be a significant first step in the provision of sewers for the whole area. The remainder of the properties in the NNRA area would be serviced by gravity collection systems feeding into pumping stations and then by force main/STEP systems to connect into the Stroulger drainage basin.

## **MEMBERSHIP REPORT FOR 2005 ANNUAL GENERAL MEETING**

Monday, June 5, 2006

The Northwest Nanoose Residents Association covers households between the Bay Drive/Terrien Road area over to and including the Wall Beach Road/Seahaven Road area.

The membership drive for 2005 included write-ups in the newsletters, notices on the bulletin boards and a canvas by the available Zone Representatives. By the end of 2005, a total of one hundred and eighty-seven owners had paid their membership fee which was down 21 from the year before. Most of this decline is due to a lack of Zone Representatives to cover some areas.

Thank you to Anne Dombrowski and all the zone reps that helped with the membership drive for the 2005 year.

The membership drive for 2006 will give owners the opportunity to prepay future years.

Respectively submitted by  
Diane Hill  
Membership Committee

## **SOCIAL COMMITTEE REPORT FOR 2005 ANNUAL GENERAL MEETING**

Monday, June 5, 2006

A Neighbourhood Garage Sale was held on Saturday, May 28<sup>th</sup>, 2005. The NNRA did the newspaper advertising and placed signs along Northwest Bay Road directing traffic down the four main roads. Unfortunately, nobody on Terrien Rd, Gracyn Dr or Bay Dr took part. Participants did not have to pre-register so I am not sure how many households took part.

A Neighbourhood Family Bar-B-Que was held on Sunday, September 11<sup>th</sup>, 2005 at Pacific Shores Nature Resort. I would like to thank Andy Pearson for the use of the resort grounds and the terrific deal he gave the NNRA members by charging only \$5 a person for a fabulous BBQ dinner put on by the Resort staff. Seventy-one residents attended and everyone was very impressed with the facility and said they would come again. All comments during and after the BBQ were that people would be willing to pay a higher fee for the dinner and they do not expect Andy Pearson to subsidize our next venture. Again our hats off to Andy and the Resort for a great time!

Plans are underway for another Garage Sale and Family Bar-B-Que in 2006.

Respectfully submitted by  
Diane Hill  
Social Committee