

# REGIONAL DISTRICT OF NANAIMO

## CORPORATE & COMMUNITY SERVICES COMMITTEE MEETING TUESDAY, AUGUST 28, 2001 7:30 PM

*(Nanaimo City Council Chambers)*

### A G E N D A

#### PAGES

#### CALL TO ORDER

#### DELEGATIONS

- 3                    **Michael Chriss**, re Crows Nest Park - Area E.
- 3                    **Marj Wilkie**, re Crows Nest Park - Area E.
- 3                    **Annabel Kirby**, re Crows Nest Park - Area E.
- 3                    **Philip Perry**, re Crows Nest Park - Area E.
- 4                    **Lynda Butterworth**, re Nanaimo Trans-Canada Trail.

#### MINUTES

- 5-9                Minutes of the Corporate & Community Services Committee meeting held on July 24, 2001.

#### BUSINESS ARISING FROM THE MINUTES

#### HOSPITAL

- 10-13             Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131.

#### RECREATION AND PARKS

- 14-18             Trans Canada Trail.

#### REGIONAL GROWTH MANAGEMENT

- 19-21             Transportation Study. (Study included as a separate enclosure)

#### COMMISSION, ADVISORY & SELECT COMMITTEE

##### **Area 'A' Parks, Recreation & Greenspaces Advisory Committee**

- 22-23             Minutes of the Area 'A' Parks, Recreation & Greenspaces Advisory Committee meeting held June 13, 2001. (for information)

**District 69 Arena Committee**

24 Minutes of the District 69 Arena Committee meeting held August 22, 2001. (for information)

25-31 *That funds be reallocated within the District 69 Arena function twinning project budget to provide for the expenditure of up to \$14,000 for additional consulting services required for this stage of the project and a second open house public meeting in October.*

**ADDENDUM**

**BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**NEW BUSINESS**

**IN CAMERA**

**ADJOURNMENT**

**Burgoyne, Linda**

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**From:** TheLookout@webtv.net  
**Sent:** Tuesday, August 21, 2001 2:32 PM  
**To:** corpsrv@rdn.bc.ca  
**Subject:** Re: Delegations

Linda, our delgation is looking forward to next Tuesday evening. Our speakers will be

Michael Chriss

Marj Wilkie

Annabel Kirby

Phillip Perry

Their subject will be Crows Nest "Park"

Marj Wilkie

<http://www.pixsell.bc.ca/bb/1169.htm>

A stranger is a friend you've not yet met.

**Burgoyne, Linda**

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**From:** John & Lynda Butterworth [john-lyn@island.net]

**Sent:** Tuesday, August 21, 2001 11:19 AM

**To:** corpsrv@rdn.bc.ca

**Subject:** RDN Council meeting August 28th

The Nanaimo Trans-Canada Trail Committee would like to be placed on the agenda for the RDN Board meeting on August 28th concerning the discussion on the Trans-Canada Trail. Thank you.

Lynda Butterworth  
Nanaimo Trans-Canada Trail Committee

## REGIONAL DISTRICT OF NANAIMO

### MINUTES OF THE CORPORATE & COMMUNITY SERVICES COMMITTEE MEETING HELD ON TUESDAY, JULY 24, 2001, AT 8:19 P.M., IN THE CITY OF NANAIMO COUNCIL CHAMBERS, 455 WALLACE STREET, NANAIMO, B.C.

#### Present:

Director J. Stanhope	Chairperson
Director L. Elliott	Electoral Area A
Director B. Sperling	Electoral Area B
Alternate	
Director M. Young	Electoral Area C
Alternate	
Director B. Jepson	Electoral Area D
Director G. Holme	Electoral Area E
Director J. McLean	Electoral Area F
Director R. Quittenton	Electoral Area H
Director J. Macdonald	City of Parksville
Director T. Westbrook	Town of Qualicum Beach
Director L. Sherry	City of Nanaimo
Director G. Korpan	City of Nanaimo
Director L. McNabb	City of Nanaimo
Director T. Krall	City of Nanaimo
Alternate	
Director R. Cantelon	City of Nanaimo
Director B. Holdom	City of Nanaimo

#### Also in Attendance:

K. Daniels	Chief Administrative Officer
C. Mason	General Manager, Corporate Services
M. Donnelly	Manager, Transportation Services
J. Finnie	General Manager, Environmental Services
C. McIver	Manager of Solid Waste
D. Trudeau	Manager of Liquid Waste
P. Shaw	Manager of Community Planning
S. Schopp	Manager of Inspection & Enforcement
N. Tonn	Recording Secretary

#### DELEGATIONS

**Andrew Speed, Deputy Fire Chief, Errington Fire Department, re Vehicle Acquisition Proposal.**

Mr. Speed presented an overview of the proposed used fire engine acquisition proposal between the Errington Fire Department and the Province of BC Coastal Fire Center.

**George Klemm, Captain, Errington Fire Department, re Vehicle Acquisition Proposal.**

Mr. Klemm declined to speak but made himself available for any additional questions which were not answered by the previous speaker.

MOVED Director McLean, SECONDED Director Jepson, that the delegations be received.

CARRIED

**MINUTES**

MOVED Director Westbroek, SECONDED Director Sherry, that the minutes of the Corporate and Community Services Committee meeting held on June 5, 2001 be adopted.

CARRIED

**CORRESPONDENCE/COMMUNICATIONS**

**Marie Crawford, UBCM, re Rescue Services on Rural Highways.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence received from UBCM with respect to the provincial response to the 2000 resolution put forward by the Board regarding rescue services on rural highways, be received.

CARRIED

**G.R. Peterson, Northwest Nanoose Residents Association, re Waterfront and Beach Access Issue – Parks and Open Space Plan.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence received from G.R. Peterson, Northwest Nanoose Residents Association with respect to waterfront and beach access management within Nanoose, be received.

CARRIED

**Mike Gray, Norwest Nanoose Residents Association, re Nanoose Parks and Open Space Plan.**

MOVED Director Sherry, SECONDED Director McNabb, that the correspondence received from Mike Gray, Northwest Nanoose Residents Association, with respect to the Association's request for amendments to the Nanoose Bay Parks and Open Space Plan, be received.

CARRIED

**UNFINISHED BUSINESS**

*From the Board Meeting held July 10, 2001.*

MOVED Director Macdonald, SECONDED Director Krall, that the Errington Fire Department be authorized to approach the Province of BC Coastal Fire Service with an offer to trade firefighting vehicles, with an overall budget target of \$130,000.

A recorded vote was requested.

The motion CARRIED with Directors Holme, Young, Quittenton, Westbroek, Sherry, Jepson, Sperling, Macdonald, Holdom, McNabb, Elliott, Krall, Korpan, Cantelon and Stanhope voting in the affirmative and Director McLean voting in the negative.

**ADMINISTRATION**

**Treaty Negotiations Update – B. Sperling.**

Director Sperling providing an update of the ongoing Treaty Negotiations.

MOVED Director Sherry, SECONDED Director Westbroek, that the verbal report with respect to Treaty Negotiations, be received.

CARRIED

**Application for Temporary Change to Liquor Licence – Cassidy Inn – 2954 Trans Canada Highway – Area A.**

MOVED Director Elliott, SECONDED Director McNabb, that the Cassidy Inn's request for a temporary change to their Liquor Licence to provide for an extended patio area for their Show 'n Shine event scheduled for September 9, 2001 be approved.

CARRIED

**RECREATION AND PARKS**

**Vancouver Island Recreational Corridor.**

MOVED Director McLean, SECONDED Director Quittenton, that the Board decline to sign the Vancouver Island Recreational Corridor Memo of Understanding at this time given the current priorities for regional district trail system development and the limited resources available to participate in their planning processes.

CARRIED

**Qualicum Bay Lions Club Lease of Community Centre and Lighthouse Community Park – Area H.**

MOVED Director Quittenton, SECONDED Director McLean, that the lease agreement between the Qualicum Bay Lions Club and the Regional District of Nanaimo for the property legally described as: Lot A, District Lot 32, Newcastle District, Plan 45846 for a ten year term be approved.

CARRIED

**Regional Parks Act – Request for Additional Power Under Section 801 of the Local Government Act.**

MOVED Director Sherry, SECONDED Director Westbroek, that the Lieutenant Governor in Council be requested to grant to the Regional District additional power under Section 801 of the *Local Government Act* to acquire and manage land for a regional park or regional trail by way of a permit or a license or a lease for any term where that land has been designated for the regional park or regional trail under Section 4(1)(a) of the *Park (Regional) Act*.

CARRIED

**SPECIAL EVENT/SPECIAL OCCASION APPLICATIONS**

**Status Reports.**

MOVED Director Macdonald, SECONDED Director Sherry, that the Special Event/Special Occasion status reports be received for information.

CARRIED

**Corporate & Community Services Committee Minutes**

**July 24, 2001**

**Page 4**

**Special Event Permit/Special Occasion License Applications – Unicorn Farm – September 8, 2001 – Area F.**

The Chairperson noted that these reports are presented to the Committee for information and do not require Board approval.

**TRANSIT**

**Special Event Application – Royal Canadian Legion's 75<sup>th</sup> Anniversary Celebrations – September 8, 2001 – Request for Bus Service.**

MOVED Director Westbrook, SECONDED Director Sherry, that the Transit Special Events request by the Royal Canadian Legion – Branch #10 for shuttle service to be provided on Saturday, September 8, 2001 be approved.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Lantzville Parks & Open Space Committee.**

MOVED Director Jepson, SECONDED Director Quittenton, that the minutes of the Lantzville Parks & Open Space Committee meeting held June 25, 2001 be received for information.

CARRIED

**Gabriola Island Parks and Recreation Commission.**

MOVED Director Sperling, SECONDED Director Westbrook, that the minutes of the Gabriola Island Parks and Recreation Commission meeting held June 18, 2001 be received for information.

CARRIED

MOVED Director Sherry, SECONDED Director Westbrook,:

1. That the staff report on the proposed development of a Gabriola Island Community Recreation Association be received for information.
2. That the Regional District, through the Commission, work with the Community to provide for the establishment of a non-profit society (Gabriola Island Community Recreation Association) to deliver recreation services on the Island starting in January 2002.
3. That staff initiate the development of an agreement to advance funding and other arrangements with a society established to provide for the delivery of recreational services on Gabriola Island.

CARRIED

MOVED Director Sperling, SECONDED Director Sherry, that the minutes of the Gabriola Island Parks and Recreation Commission meeting held July 16, 2001 be received for information.

CARRIED

MOVED Director Sperling, SECONDED Director Sherry, that the resolutions from the July 16, 2001 Gabriola Island Parks and Recreation Commission meeting be received for information.

CARRIED



**District 69 Recreation Commission.**

MOVED Director Quittenton, SECONDED Director McLean, that the minutes of the District 69 Recreation Commission meeting held June 21, 2001 be received for information.

CARRIED

**ADJOURNMENT**

MOVED Director Sherry, SECONDED Director Holme, that this meeting terminate.

CARRIED

**TIME: 8:32 PM**

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CHAIRPERSON



REGIONAL DISTRICT OF NANAIMO		
AUG 22 2001		
CHAIR		GMCrS
CAO		GMDS
GMCrS		GMES

**NANAIMO REGIONAL HOSPITAL DISTRICT MEMORANDUM**

**TO:** C. Mason  
General Manager, Corporate Services

**DATE:** August 14, 2001

**FROM:** N. Avery  
Manager, Financial Services

**FILE:**

**SUBJECT:** Trillium Lodge Kitchen Renovations - Capital Borrowing Bylaw No. 131

**PURPOSE:**

To introduce for three readings and adoption "Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131, 2001".

**BACKGROUND:**

At its meeting held November 14<sup>th</sup>, 2000, the Board approved cost sharing in a kitchen renovation project for Trillium Lodge. Trillium Lodge is a mixed care facility. As a consequence a portion of the facility is not funded for capital improvements by the Regional Hospital District. This is an historical anomaly which does not exist for example at newer multi-level care facilities, which are classified as hospital facilities and are funded in full at 40% for capital improvements. Trillium Lodge historically has been funded at the 40% level for 50% of the facility. The kitchen renovation project is currently estimated at \$200,000, with the Regional Hospital District portion being \$40,000 – this is in line with the November 2000 approval of \$45,000 on a preliminary project estimate.

The Health Region has advised staff that the project is approved to proceed and accordingly a capital borrowing bylaw is in order.

**ALTERNATIVES:**

1. Adopt Bylaw 131 to provide \$40,000 for the Trillium Lodge kitchen renovation project.
2. Do not adopt Bylaw 131.

**FINANCIAL IMPLICATIONS:**

There is no new information to report with respect to this approved expenditure and staff recommend approving the bylaw as presented.

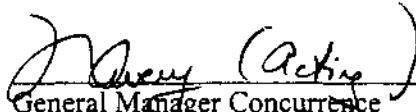
**SUMMARY/CONCLUSIONS:**

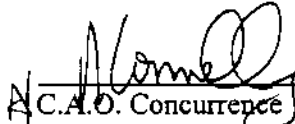
Bylaw 131 authorizing the borrowing of \$40,000 for the Trillium Lodge kitchen renovation is presented following confirmation from the Health Region that the project has been approved by the Province to proceed. The original Board approval to cost share in the project dates back to November 2000 and the borrowing cost has been included in the 2001 budget estimates. The project estimate is \$200,000 with the Regional Hospital District portion being \$40,000. Staff recommend approving the bylaw.

**RECOMMENDATION:**

1. That "Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131, 2001" be introduced for first three readings.
2. That "Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131, 2001" having received three readings be adopted.

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

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

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

NANAIMO REGIONAL HOSPITAL DISTRICT

CAPITAL BYLAW NO. 131

WHEREAS the Board of the Nanaimo Regional Hospital District proposes to expend money for capital expenditures described in Schedule 'A' attached to this bylaw;

AND WHEREAS those capital expenditures have received the approval required under Section 23 of the Hospital District Act;

NOW THEREFORE the Board of the Nanaimo Regional Hospital District enacts the following Capital Bylaw as required by Section 32 and Section 33 of the Hospital District Act.

1. The Board hereby authorizes and approves the borrowing and expenditure of money necessary to complete the capital expenditures described in Schedule 'A' attached.
2. The Board authorizes and approves the borrowing of a net sum not exceeding \$40,000 upon the credit of the District by the issuance and sale of securities in a form and manner agreed to by the Municipal Finance Authority of British Columbia. The term of the securities and the repayment of the principal and interest shall be for a term not to exceed fifteen (15) years.
3. To meet the payments of principal and interest during the term of the securities, there shall be included in the estimates of the District each year, the respective amounts of principal and interest falling due in that year.
4. The Board hereby delegates to the Manager of Financial Services of the Nanaimo Regional Hospital District the necessary authority to settle the terms and conditions of the borrowings.
5. This bylaw may be cited for all purposes as "Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131, 2001".

Introduced and read three times this 11th day of September, 2001.

Adopted this 11th day of September, 2001.

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
GENERAL MANAGER, CORPORATE SERVICES

Approved pursuant to Section 32 of the *Hospital District Act*.

\_\_\_\_\_  
Minister of Health

\_\_\_\_\_  
Date

**PAGE**  
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Schedule 'A' to accompany "Nanaimo Regional Hospital District Capital Project Borrowing (Trillium Lodge Kitchen Renovations) Bylaw No. 131, 2001"

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
General Manager, Corporate Services

**SCHEDULE 'A'**  
**NANAIMO REGIONAL HOSPITAL DISTRICT**  
**CAPITAL PROJECT BYLAW NO. 131, 2001**

Name of Facility	Project or Equipment Description	Project Number	RHD Share	Province	Other Share (Specify)	Total Project or Equipment Cost
Central Vancouver Island Health Group	Trillium Lodge Kitchen Renovations	602555	\$ 40,000	\$ 160,000	\$ Nil	\$ 200,000



<b>REGIONAL DISTRICT OF NANAIMO</b>			
AUG 22 2001			
CHAIR		GMCrS	
CAO		GMDS	
GMCmS		GMES	
CCCS			✓

**MEMORANDUM**

**TO:** Tom Osborne  
Manager Recreation and Parks

**DATE:** August 20, 2001

**FROM:** Jeff Ainge  
Parks Coordinator

**FILE:** 6040-30 TCT

**SUBJECT:** Trans-Canada Trail

**PURPOSE**

To provide information on significant progress in finalizing a route for the Trans-Canada Trail (TCT) through portions of the Regional District, and to update the Board on bridge requirements for two major river crossings.

**BACKGROUND**

At the April 4, 2000 meeting of the Corporate and Community Services Committee the Board directed staff to "work with the (Trans-Canada) Trail partners and report back to the Board on the specific areas of Regional District involvement". It was also requested that a financial cost analysis be incorporated in the report. This report will provide those requested details.

The Trans-Canada Trail is a proposed shared use recreation trail that crosses the entire country and includes every province and territory. The length upon completion will be approximately 16,000 kilometres. On Vancouver Island, the TCT will link the Departure Bay ferry terminal at Nanaimo with the City of Victoria, a distance of approximately 150 kilometres. The route through the City of Nanaimo has already been designated utilizing many of the City's existing trails and parks, a portion of the Parkway Trail, and some new trails constructed for this project. To the immediate south, the Cowichan Valley Regional District and the Town of Ladysmith have incorporated the TCT into their respective regional and municipal trail system developments.

Within the Regional District there is very little publicly owned Crown land available for such an ambitious undertaking, a factor that has strained the abilities of the local volunteer TCT committee. Staff have assisted this group wherever possible in promoting the benefits of the TCT to private landowners and by facilitating meetings between the committee and Weyerhaeuser. Ongoing discussions with Weyerhaeuser have resulted in several portions of the TCT proposed through their private forest holdings, with public access trail licenses to be finalized and signed by the provincial TCT body - Trails BC.

The status of the trail work to date, and the various issues that will need to be addressed in completing the TCT are outlined below. A map is attached for information.

**Trail route:**

- o Extension Ridge Trail – Nanaimo River.

The Extension Ridge Trail is a recently upgraded section of trail on Weyerhaeuser land that was formally opened as a portion of the TCT in March of this year. The trail leaves the City of Nanaimo boundary at Harewood Mines Rd, climbs onto Extension Ridge and travels approximately 5.5 kms to reach the area of Extension. A short section of public road will lead from the Ridge Trail through Extension to the Greater Nanaimo Water District pipeline service road. This private road does cross private land, with permissions

pending from one landowner, however the primary owner is Weyerhaeuser who has been extremely accommodating. The proposed route leaves the service road after approximately 1.5kms and enters regenerating forest requiring some trail development. This short <1 km piece links up with an existing decommissioned road providing ideal trail for approximately 2.5kms to Nanaimo River Road. From here, the proposed route would remain on Weyerhaeuser land and make use of old rail grade and newly built trail to access the river.

o Nanaimo River – RDN southern boundary.

A new trail was constructed by an E-Team crew (winter 2000) leading from the south side of the Nanaimo River, up to Spruston Road near McKay Lake. The previously envisaged route through Crown forest to Haslam Creek, while still offering a potential long-term route has been replaced with an attractive short-term route through Weyerhaeuser land. This route passes close to Timberland Lake and leads almost directly to a favourable crossing site over Haslam Creek. This new route avoids difficult riparian areas and will make use of decommissioned logging roads and some (yet to be constructed) trail. Closer to Haslam Creek, there are two options for the final two kms dependent upon final approvals from Weyerhaeuser. South of Haslam Creek the proposed route enters Crown forest with approvals in place for the trail to travel over Crown land into the Cowichan Valley Regional District toward the Town of Ladysmith.

**Bridge requirements:**

The volunteer local TCT committee has been very active in assessing all options for the two major crossings. The preferred sites have been surveyed by Professional Engineers; site visits held with Canadian Forces engineering teams, local fisheries and environment staff; and preliminary designs have been prepared on a *pro-bono* basis to assist with construction calculations.

o Nanaimo River.

The approach to the north end of the bridge is on Weyerhaeuser land and the southern approach is Crown land. The bridge footings on both sides of the river would be on Crown land. A design concept has been prepared for a 250-foot (76 metres) three-span six-foot wide bridge that has been estimated to cost in the vicinity of \$195,000. Due to the many government regulations pertaining to this type of crossing, and the need to secure funding, construction is not envisaged within the coming year.

o Haslam Creek.

This is a shorter crossing and the preferred location makes use of two bluffs high above the water, eliminating the need for piers. The approaches are a combination of Weyerhaeuser (to the north) and Crown land (to the south). A design concept has been prepared for an 80-foot (24 metres) single span four-foot wide bridge that has been estimated to cost in the vicinity of \$68,000. The TCT committee is hopeful of obtaining the necessary approvals and funding to install this crossing by March 2002.

**Access and tenure agreements:**

The majority of the proposed trail route has been located on private land with agreements negotiated, or pending, between the owners and Trails BC. To assist in the longer term management and stewardship of the TCT, the Regional District has been asked to consider entering into a partnership with the TCT committee for the purposes of coordinating management and maintenance of the trail. This will include a component of funding for materials if goods and services in-kind are not available.

In order to construct permanent structures such as bridges on private land, the Regional District has been asked to negotiate acquisition of tenure for the crossing points. These negotiations will involve the Land Use Coordinating Office (LUCO), provincial Ministries (Forests, and Water, Air and Land Protection), and Weyerhaeuser. Preliminary discussions have taken place between the TCT committee and Weyerhaeuser with no firm resolution other than a request for Regional District involvement. Staff will pursue agreements at the earliest opportunity with Board direction. LUCO has requested the Regional District to administer the funding and administration for the Haslam Creek Bridge project with their

assistance should provincial funds be available. The Regional District will have ownership of the bridges once constructed, requiring longer-term management and maintenance of the bridges, although in the short term maintenance requirements will be minimal.

## ALTERNATIVES

1. To receive the report and direct staff to negotiate trail partnership agreements with the TCT committee, negotiate bridge tenure agreements with Weyerhaeuser and enter into a project management agreement with the Land Use Coordinating Office should provincial funding be available for the Haslam Creek bridge project.
2. To receive the report and provide alternative direction to staff.

## FINANCIAL IMPLICATIONS

A \$5 million amount for TCT funding was announced by the NDP government in February 2000, for the purposes of advancing the TCT as a millennium project for the province. The Land Use Coordination Office, the provincial agency responsible for the TCT on Crown land, is overseeing allocation of this funding. Staff have been advised that this funding opportunity will end in March 2002. The Nanaimo TCT committee are eager to access this money to finance the construction of the Haslam Creek bridge (~\$68,000). No money has been requested from the Regional District, however LUCO has requested that the Regional District administer the Haslam Creek Bridge project should provincial funding be granted, requiring staff resources be allocated to this phase of the project.

Funding of the Nanaimo River bridge construction will likely require considerable fundraising as it is unknown if the current government support program for the TCT will continue beyond March 2002. It is conceivable that the Regional District will be invited to be more closely involved, perhaps by providing staffing or financial resources in addition to longer term bridge management. At this time, no money has been allocated for this particular bridge project.

In the longer term, trail stewardship and bridge management will require staff and resources. There is a growing demand for public trails to be developed, signed and maintained, coupled with offers of assistance from hiking clubs and the general public to assist with trail development and maintenance. This type of coordination will be accomplished through the provision of staff resources and a limited budget to work with an active steering committee of TCT users. Bridge management will require routine inspections and maintenance by qualified personnel; costs likely to be borne by the Regional District and budgeted for in future regional parks and trails budgets.

## INTERGOVERNMENTAL IMPLICATIONS

The Land Use Coordinating Office has the role of coordinating the TCT development on provincial Crown land, and of providing advice and expertise to local governments and local trail groups where needed. Of importance to the Regional District is LUCO's tentative commitment to be a major funding partner of the Haslam Creek crossing if it can be accomplished before the government funding window closes. Confirmation of this funding will be given mid-autumn 2001. They can also provide project management assistance through to completion.

Other provincial ministries involved with aspects of the TCT include: the Ministry of Forests (to provide Section 102 permit for trail on provincial forest land); Ministry of Transportation (for road side trail use on Nanaimo Lakes Road, and through Extension); and the Ministry of Water, Land and Air Protection (for permits to undertake construction in and around rivers). The federal Department of Fisheries and Oceans is also involved from a fisheries and navigable waters perspective. Permits and construction windows will dictate the timing of this project. It may prove challenging to align these with LUCO's funding completion deadline of March 2002.



The Cowichan Valley Regional District and the Town of Ladysmith have incorporated the TCT into their respective trail system development. The route south of Haslam Creek enters the CVRD and will provide an excellent link for trail users to travel off-highway between the two jurisdictions. There will be opportunities for day-use as well as overnight and longer distance travel.

**CITIZEN IMPLICATIONS**

There is strong interest from the public in this trail as evidenced by volunteer trail construction already completed by a variety of community groups including hiking clubs, students, and Nanaimo First Nation youth. Money has been raised through sales of one-metre sections of trail, and from corporate sponsorship. At the local level, the TCT committee has been active working with landowners and the provincial government to finalize the route. It is expected that with a route finalized, and a portion of it recently opened, promotion of the TCT and recruitment of local volunteers, sponsors and corporate donors will begin. In addition to providing a new trail for public use within the southern portion of the District, some existing established trails that previously trespassed on private land are now available for public use courtesy of negotiated access agreements. With land use agreements in place, on-going trail construction through the TCT committee and progress of bridge tenure agreements, the southern portion of the Regional District is now catching up with the significant Regional Trail planning and implementation that has taken place in the Northern portion of the District in the past few years.

**SUMMARY**

The Regional District has been asked to continue its role in supporting the TCT by assisting with longer term trail stewardship and bridge management within the District's boundaries, as has occurred in neighbouring jurisdictions. In particular, negotiating tenure agreements for the location and construction of two major river crossings is required, along with administering the Haslam Creek Bridge project if provincial funds are available.

**RECOMMENDATION**

That the report on the Trans-Canada Trail be received and that staff be directed to negotiate trail partnership agreements with the TCT committee, negotiate bridge tenure agreements with Weyerhaeuser and enter into a project management agreement with the Land Use Coordinating Office should provincial funding be available for the Haslam Creek bridge project.

*B. Gankas*

Report Writer

*B. Gankas*

Manager Concurrence

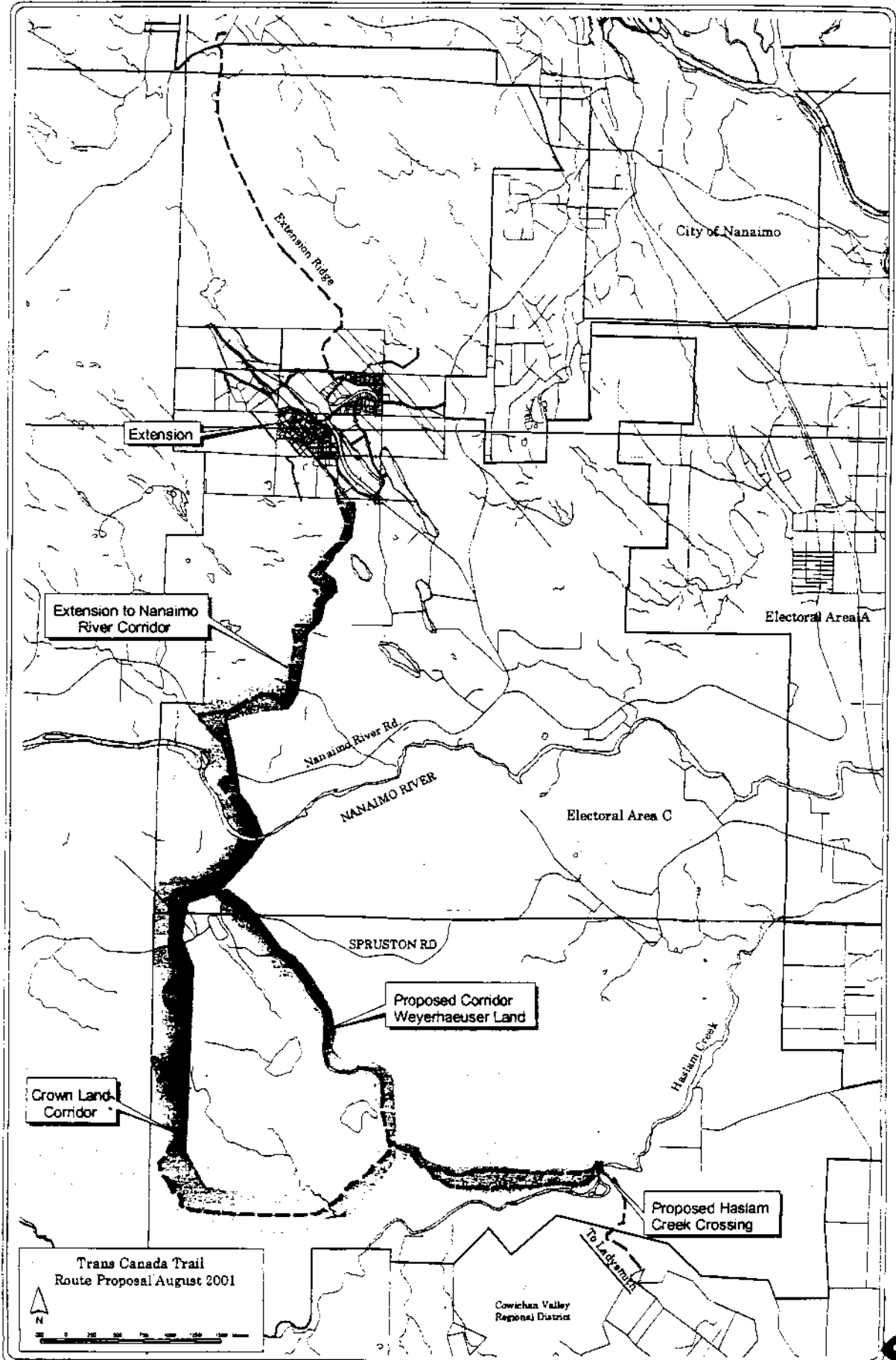
*AC*

General Manager Concurrence

*A. Connel*

A/C.A.O Concurrence

COMMENTS:





REGIONAL DISTRICT OF NANAIMO	
AUG 22 2001	
CHAIR	GMDrs
CAO	GMDS
GMCrrs	GMES
C2CS ✓	
DATE: _____	

**MEMORANDUM**

**TO:** Neil Connelly  
General Manager, Community Services

**FROM:** Christina Thomas  
Senior Planner

**SUBJECT:** TRANSPORTATION STUDY

**FILE:** 6780 30

**DATE:** August 21, 2001

**PURPOSE**

To receive the Transportation Study and to forward the Study to the Growth Management Plan Review for further consideration and consultation with the public.

**BACKGROUND**

The Transportation Study report, prepared by ND Lea Consultants Limited, is provided for the Regional Board's receipt and direction (see Attachment 1). The report was developed under the direction of the Regional District of Nanaimo Intergovernmental Advisory Committee Transportation Study Subcommittee<sup>1</sup> and developed in consultation with a wide variety of transportation stakeholders through a workshop held in January of 2001.

The Regional Board initiated the Transportation Study at its July 1998 meeting with the approval of terms of reference for the project and direction to request a provincial planning grant in the amount of \$22,500. The Regional District received the grant, along with permission to extend the time frame in which it could complete the Study and apply for the payment of the grant. (The extended time frame was requested because the Regional District postponed initiation of the Transportation Study from 1998 to 2000 in order to meet other work program commitments, such as the Aggregates Study and the Growth Management Plan Interim Update).

The Transportation Study report fulfills the objectives for the Study Terms of Reference. Specifically, it recommends a method of identifying a regional road network system to support the Growth Management Plan vision, it identifies regional transportation issues and opportunities for the region in achieving improved mobility, and it recommends a framework for realizing these opportunities and addressing these issues, as summarized below.

***Regional Road Network System***

The Transportation Study report recommends that a regional road network system be considered for incorporation into the Growth Management Plan, and further, that roads that meet specified criteria should be considered for inclusion in a regional road network. The report recommends a framework for assessing the inclusion of roads in a regional road network that includes 3 components: A- connection of regional activity centres and regional gateways, B – highway connections and cross boundary continuity,

<sup>1</sup> RDN: Neil Connelly, Robert Lapham, Christina Thomas, City of Nanaimo: Tom Moscrip, Sharon Fletcher, Bob Pokoprenko, City of Parksville: Gary O'Rourke, Town of Qualicum Beach: Paul Butler, Ministry of Transportation: Terry Pollock, Mac Nanton, Ministry of Community, Aboriginal and Womens' Services: Cynthia Hawksworth, Bill Huot.

and C – traffic volume and trip length statistics. Given the fact that much of the data is not currently available for the elements in Component C, it is proposed that Components A and B be used as a guideline to develop a regional road network for further discussion by the Intergovernmental Advisory Committee, as a part of the Committee's ongoing work program and the Growth Management Plan Review.

### ***Regional Transportation Issues and Opportunities***

The Transportation Study identifies regional transportation issues that should be addressed in order to achieve the Growth Management Plan vision and goals. These issues include the following:

- The overall approach and commitment to regional transportation planning and system management needs to be comprehensive and coordinated among the various transportation stakeholders;
- Transit is expected to play a vital role in shaping the future transportation patterns in the region;
- Emergency response issues need to be considered as a part of the regional transportation planning process;
- Goods movement issues to support the needs of the population and to attain economic development objectives; and
- Cycling as an alternative transportation mode.

### ***Framework for Responding to Issues and Opportunities***

ND Lea Consultants Limited recommends a framework to begin to realize the opportunities and address the issues based on their experience and what work has been undertaken in other regional districts in BC. ND Lea recommends that the Regional District:

- As an immediate priority, establish a regional transportation database for the systematic collection, interpretation and reporting of transportation data for the region;
- As a longer-term action, establish and develop terms of reference for a Regional Transportation Committee (comprised of elected officials) and a Transportation Advisory Committee (comprised of staff);
- As a longer-term action, develop terms of reference for the development of a regional land use/transportation planning model (to provide data that can be used to identify regional roads pursuant to the method outlined above, among other purposes);
- As a longer-term action, develop terms of reference for a comprehensive land use/transportation planning study of the region, featuring application of the newly developed planning model for testing the various policies and guidelines of the Growth Management Plan.

Staff are not recommending immediate follow through on the report recommendations pertaining to transportation committee establishment, transportation model development, and further transportation studies at this time. As a part of the Growth Management Plan Review the Regional Board will be provided an opportunity to consider whether it wishes to take a more active role in transportation planning, as envisioned in the consultant's study recommendations.

### **ALTERNATIVES**

1. To receive the Transportation Study report and forward it to the Growth Management Plan Review for further consideration and consultation with the public.
2. To receive the Transportation Study report.

### **FINANCIAL IMPLICATIONS**

Receipt of the Transportation Study has no direct financial implications for the Regional District other than enabling it to apply to the Ministry of Community, Aboriginal and Womens' Services for payment of

an approved planning grant in the amount of \$22,500. (Board receipt of a study is required prior the province's release of approved funds). Opportunities can be provided for public review of the Transportation Study as a part of the Growth Management Plan Review and the associated budget for that project.

### REGIONAL GROWTH MANAGEMENT PLAN IMPLICATIONS

The Transportation Study provides information that can be used to strengthen the Growth Management Plan over time. It is possible that some of the Study ideas and concepts could be incorporated into the Growth Management Plan as a part of the current Review project.

### INTERJURISDICTIONAL IMPLICATIONS

The Transportation Study was a collaboratively prepared study, actively involving municipal, regional and provincial transportation service and infrastructure providers, as well as stakeholders. A workshop that involved a wide range of transportation stakeholders, such as emergency service providers, transportation engineers, transportation providers, and transportation planners, was conducted as a part of the Study process.

### PUBLIC RELATIONS IMPLICATIONS

Receipt of the Transportation Study, with direction to forward it to the Growth Management Plan Review for further consideration, would provide an opportunity for the general public to have a say regarding the Study recommendations and any changes to the Growth Management Plan based on material in the Study.

### SUMMARY

The Transportation Study (*see Attachment 1*) is provided for the Regional Board's consideration of receipt and direction. It is recommended that the Study be received, so that approved planning grant funds can be released to the Regional District and the Study can be forwarded to the Growth Management Plan Review for further consideration and consultation with the public.

### RECOMMENDATION

That the Transportation Study be received, and that it be forwarded to the Growth Management Plan Review for further consideration and consultation with the public.

Christina Thomas

Report Writer

AK

General Manager Concurrence

AKennedy  
A/CAO Concurrence

**Minutes**  
**Area A Parks, Recreation and Greenspaces Advisory Committee**  
**Wednesday, June 13, 2001**  
**1619 Cedar Rd.**

**Attendance:** Dave Williamson (Chair), Judy Burgess, Lynnette Aldcroft, Laurence Elliott (Area A Director), Gay Cunningham (Secretary), Margaret Johnson

**Staff:** Jeff Ainge (RDN Parks Coordinator), Tom Osborne (RDN Manager of Parks and Recreation)

**Meeting convened at 3:40 pm**

**Agenda**

MOVED L. Aldcroft, SECONDED G. Cunningham, that the Agenda be accepted.

CARRIED

**Adoption of minutes**

MOVED M. Johnson, SECONDED L. Aldcroft, that the minutes of the May 17, 2001 regular meeting be adopted with the amendment that Director L. Elliott was not in attendance.

CARRIED

**Reports**

• **Director's Report:**

- Laurence Elliott mentioned that there is not enough planning for Parks and Recreation for Area A in the OCP. He suggested everyone come out to the OCP public hearing this summer to voice concern over lack of parks plan in OCP. He would like to see lots of communication between this committee and RDN - commended Jeff Ainge in this area.
- The proposed Recreation Center (the one with the private investors) in this area is still a possibility but they are having trouble with planning department approvals.
- Heinrich Kreiberg is the new alternate director as of May 8.

• **RDN:**

- The Morden Colliery Trail (MCT) entrances at the Wheatsheaf and Morden Rd. have been cleaned up. The sign manual that sets standards for signage has been approved at RDN and work is going ahead for interpretive sign at trail.
- Jeff Ainge began preliminary work on the trails plan. He has talked to consultant Jeremy Webb who worked on MCT to get ideas. He also talked to Ladysmith, Langford, & Highlands to see if they had any ideas to share on how they dealt with Parks/trails plans. Still researching. Started a list of what's needed in a terms of reference but it still needs fleshing out. Jeff thinks it should be a feasibility study rather than a plan or vision. Tom Osborne's concern is that it could balloon into a "mega-project" so the terms of reference need to be tight. (Keep to the program!) What will the relationship between community committee, and RDN staff be? Staff requested the committee give RDN feedback on what involvement level the committee wants.
- Role of Area A paying into Nanaimo for Recreation services -- the committee felt they are happy with paying Nanaimo money to run recreation programs, but would like more local

programs and don't have the manpower or expertise to do it themselves. The committee would like some programs run out here in Cedar.

MOVED L. Aldcroft, SECONDED D. Williamson, to request RDN staff to ask the City of Nanaimo to provide recreation programs in the Cedar area.

CARRIED

• **Chair:**

- Dave Williamson has talked to Vicky Suddaby. She has 350 names on her petition in favour of a skateboard park.
- He asked how long will it take the committee to get permission to advertise for committee members? Tom Osborne offered to work with the committee and staff to arrive at a solution. Judy Burgess suggests getting a signboard to show where the meetings are.
- San Salvador - people can unofficially use it. Gate will remain locked but 1st Nations have no exclusive right to it.
- Dave has talked to Mike Strothette about the Grant Ainscough Arboretum. The developer has agreed to let it remain as a park and maybe even use some of his money to fix it up.

**Discussion Period:**

Judy Burgess says it is time to revisit the MCT Management Plan. Should a "MCT Society" work on some of the recommended action in the plan such as light maintenance etc? Jeff says they should proceed with staff assisting where necessary to provide a level of technical expertise and material and tools. *Jeff Ainge will get a copy of the MCT Management Plan to each committee member.*

MOVED L. Aldcroft, SECONDED M. Johnson, that a sub-committee be formed to coordinate ongoing development and operation of the Morden Colliery Trail.

CARRIED

Playground at CSES. Dave Williamson questioned the need for it and would like to see building operating before asking for money for the playground. Lynnette Aldcroft says they are trying to get ahead of things time-wise.

**Announcements:**

G. Cunningham announced a Western Canada Wilderness Committee AGM on June 21.

**Date of next meeting:**

September 20, 7:30 pm at the United Church, Cedar Road.

**Adjournment:**

MOVED L. Aldcroft, SECONDED G. Cunningham, that the meeting be adjourned at 5.35 pm.

CARRIED

**Minutes of the District 69 Arena Committee**  
**Held Wednesday, Aug 22, 2001, at 6:00 p.m.**  
**Qualicum Beach Community Centre**

Attendance:	Scott Tanner	Town of Qualicum Beach
	Ian MacDonald	Oceanside Minor Hockey
	Bob Sanders	Parksville Golden Oldies Sport Association
	Don Levirs	Community Member
	Donna Doucett	Female Hockey
	Bill Young	Community Member
Staff:	Tom Osborne	
	Mike Chestnut	
	Neil Connelly	
Design Consultants:	Bruce Carscadden	
	Bill Webster	
Regrets:	Jack Pipes	District 69 Recreation Commission
	Bob Bourgeault	Oldtimers Hockey
	Jack Mclean	RDN
	Larry Rushton	Sandy Shores Figure Skating Club
	Fred Demmon	City of Parksville

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Meeting called to order at 6:00pm.

**Minutes**

MOVED Don Levirs SECONDED Bill Young that the Minutes of the District 69 Arena Committee meeting held August 8, 2001 be accepted. CARRIED

**Business**

1. Bill Webster reviewed the results of the District 69 Arena twinning project public open house survey.
2. Bruce Carscadden asked the Committee to identify the preferred option and budget parameters for the design and cost analysis phase of the project. The Committee identified option E2 with a complete project cost not to exceed 6 million dollars.
3. Tom Osborne presented a report to the Committee outlining additional funds required to complete the twinning project cost analysis and public consultation process.

MOVED Bill Young SECONDED Don Levirs that funds be reallocated within the District 69 Arena function twinning project budget to provide for the expenditure of up to \$14,000.00 for additional consulting services required for this stage of the project and a second open house public meeting in October. CARRIED

4. Future Meeting Dates: Thursday, Sept. 20, 2001 - Wednesday, Oct. 10, 2001 - Thursday, Oct. 18, 2001 (Open House).

**Adjournment**

Moved to Adjourn Bill Young. The meeting was adjourned at 8:00pm

Next meeting – Thursday, Sep 20 5:00pm at the Qualicum Beach Civic Centre

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Chair





<b>REGIONAL DISTRICT OF NANAIMO</b>		
AUG 22 2001		
CHAIR		GMCrS
CAO		GMDS
GMCm		GMES
		C&CS ✓

**MEMORANDUM**

**TO:** Neil Connelly  
General Manager of Community Services

**DATE:** August 15, 2001

**FROM:** Tom Osborne  
Manager of Recreation and Parks

**FILE:** 5330-20-TWIN

**SUBJECT:** District 69 Arena Twinning Project Expenditures

**PURPOSE**

To provide an update of expenditures for the District 69 Arena Twinning Project at the request of the Arena Committee and the consideration of the reallocation of funds budgeted for this stage of the project.

**BACKGROUND**

Additional project expenditures have been identified by City of Parksville officials and the project architect, Bruce Carscadden. The Committee, at its August 8<sup>th</sup> meeting, has requested that staff provide an update of all project expenditures in order to assist in the decision whether or not to proceed with the newly identified expenditures.

Under the District 69 Arena function's 2001 Annual Budget, \$50,000 has been allocated for professional fees for the Twinning Project. The breakdown is as follows:

Review of Fletcher Proposal / J. Huggett	\$ 10,000
Architectural Design Team / B. Carscadden	\$ 20,000
Funding for District 69 Arena Referendum	\$ 20,000
	\$ 50,000

As of August 13, 2001 the following expenditures have been incurred:

	YTD	EST Final
J. Huggett	\$ 6,260	\$ 6,260
B. Carscadden	\$ 12,870	\$ 24,500
Other (room rentals, committee, surveys)	\$ 430	\$ 5,300
Professional Renderings		\$ 1,500
<b>Total</b>	<b>\$ 19,560</b>	<b>\$ 37,560</b>

It is anticipated the fees paid to B. Carscadden will be as budgeted, excluding a fee of \$3,500 for a second open house to be scheduled and additional attendance at committee meetings as required. Professional renderings of the preferred design option are an additional \$1,500. The second open house, additional committee meetings and the professional renderings were outlined as options in the consultant's scope of work and have since been revised as outlined in Mr. Carscadden's August 14<sup>th</sup> letter (attached), which brings the new consultant fee total to \$24,500.

In order to attain an accurate cost analysis of the twinned facility, the consultants are recommending the following expenditures be undertaken at this time:

Geotechnical Analysis	\$ 3,500
Water and Sewer Analysis	\$ 700
Site Survey	\$ 500
	<hr/>
	\$ 4,700
	<hr/>

City of Parksville officials have indicated they may require a traffic and parking analysis to be completed, at an estimated cost of \$3,500. The consultants are recommending that this not be undertaken at this stage of the project, pending further discussion with the City.

#### **ALTERNATIVES**

1. That funds be reallocated within the District 69 Arena function twinning project budget to provide for the expenditure of up to \$14,000 for additional consulting services required for this stage of the project and a second open house public meeting in October. Services include: consultant fees for a second open house not including disbursements - \$3,500; professional renderings of preferred design option - \$1,500; geotechnical review - \$3,500; water and sewer analysis - \$700; and a site survey - \$500.
2. Not to proceed with the proposed expenditures at this stage and provide alternative direction.

#### **FINANCIAL IMPLICATIONS**

The project has adequate financial resources to undertake the additional expenses, as the referendum is not anticipated to take place in the 2001 fiscal year. The referendum will be accounted for in the 2002 Annual Budget. The expenditures are within staff authorization limits as detailed in policy A2.5.

Detailed costs for this project need to be confirmed in order to get the most accurate project costs required for referendum information and project decisions.

#### **INTERGOVERNMENTAL IMPLICATIONS**

At an initial project meeting with the City of Parksville, municipal staff outlined the various requirements that need to be in place should this project be brought to fruition.

#### **CITIZEN IMPLICATIONS**

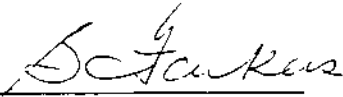
The public will be looking for the most accurate costs on this project to assist them in their decision on whether to support this project or not at the time of referendum.


## SUMMARY

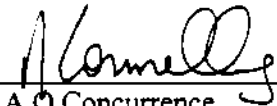
The Arena Committee has requested an update of expenditures on the Arena Twinning Project to assist them in the decision to proceed with expenditures that are outside the scope of work with the retained consultants. With the delay of the referendum to the 2002 fiscal year there are adequate funds in the District 69 Arena Operations Budget to proceed with expenditures such as water and sewer analysis, geotechnical analysis, site survey, a second open house and professional renderings of the preferred design option, estimated to total \$9,700 excluding disbursements. In order to attain accurate information for the public to use in their decision during the referendum, the geotechnical study, site survey, and water and sewer analysis are required to be undertaken at this stage of the project. Additional work on a parking and traffic analysis report is subject to further discussion with the City of Parksville.

## RECOMMENDATION

That funds be reallocated within the District 69 Arena function twinning project budget to provide for the expenditure of up to \$14,000 for additional consulting services required for this stage of the project and a second open house public meeting in October.

  
\_\_\_\_\_  
Report Writer / Manager

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

  
A/ C.A.O Concurrence

COMMENTS

bruce carscadden ARCHITECT inc

14 August 2001

Mr. Tom Osborne, Manager of Recreation and Parks  
Regional District of Nanaimo  
Box 1119, 193 E. Island Highway  
Parksville BC V9P 2H2

Dear Tom:

**RE:** STAGE ONE OF A DISTRICT 69 ARENA TWINNING PROJECT

The well attended August 8<sup>th</sup> Public Open House marks the substantial completion of Phase Two of this project. We trust the information gathered and produced thus far will help facilitate the decisions required to embark and complete the next and final phase. Significantly we will need to identify a preferred option(s) and project budget(s), a critical step in moving toward professional cost estimating. In addition we understand that you wish to undertake a second public open house later this fall to present the preferred option. We have attached a revised schedule (14 August 2001) based on our conversations, for your review. Our fees for this *study enhancement* are outlined in our fee proposal, May 2001. We would like to propose that our disbursements be adjusted from our estimate to reflect the additional number and cost of meetings in Parksville. These fees and adjustments are broken down on the attached fee proposal *revised to 14 August 2001*.

Issues arising from the first phases of this project include additional requirements identified by the City of Parksville. These are geotechnical analysis, water and sewer analysis, and site survey and we have reported that budget estimates are approx \$3,500.00, \$700.00 and \$500.00 respectively. Given the nature of this work we suggest that these consultants be retained by the District directly, please advise if you would like us to proceed and make this request for proposals on your behalf.

The city has also raised the issue of traffic and parking analysis. The scope of this work may still require definition and we suggest it might be negotiated with the city. Your assistance in this regard would be very valuable.

We anticipate your instructions to proceed with this additional scope and complete the next phase your project. Please call if you have any questions.

Yours truly,

BRUCE CARSCADDEN ARCHITECT INC

Bruce Carscadden, MAIBC  
cc Bill Webster, PERC

#202 - 395 Railway Street  
Vancouver BC V5A 1A5

604 633 1930 phone  
604 633 1809 fax

carscadden@intergate.ca

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*Revised to 14 August 2001*

4 SCHEDULE

This revised project schedule includes additional meetings, inclusion of special engineering reports and a final open house.

	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
<b>Phase One</b>					
Information & Program Confirmation					
Site Evaluation					
<b>Phase Two</b>					
Design Options					
Public Open House					
<b>Phase Three</b>					
The Preferred Option					
Special Engineering Reports					
Approvals and Design sign Off					
Operation and Project Cost Estimates					
Referendum Planning					
Second Public Open House					
Final Design Report					

**Project Meetings and Milestones**

1. June 28<sup>th</sup> Start Up Meetings
- July 10<sup>th</sup> User group meetings
2. July 18<sup>th</sup> User Group Meetings: Site Evaluation Presentation, Planning Workshop
3. August 8<sup>th</sup> Design Options Presented at Public Open House and Arena Operators Meeting

**FINAL PHASE**

4. August 22<sup>nd</sup> Identify the preferred option, Committee Meeting (Parksville)
5. September 5<sup>th</sup> Progress Review and possible facilities tour, meeting in Vancouver
6. September 19<sup>th</sup> Committee Meeting, presentation and sign off on the preferred option (Parksville)
7. October 10<sup>th</sup> Committee Meeting, Presentation of Cost Estimates (meeting may be optional)
8. October 17<sup>th</sup> Final Open House (Parksville)

*Revised to 14 August 2001*

5 FEE SCHEDULE

Our fees are in accordance with on the *Architectural Institute of BC Tariff of Fees*, and are based in part on an hourly estimate for the scope of work described. The scope of work has been specifically tailored to suit your budget. The fees total has been revised to include the second public open house.

This fee breaks down by project phase as shown in the following table:

	PHASE 1		PHASE 2		PHASE 3			Total
	Information & Program Confirmation	Site Evaluation	Design Options & Public Open House	<i>Preliminary Design Report Note 4</i>	Preferred Option and Cost Estimate	Second Public Open House Note 4	Final Report	
<b>ARCHITECTURAL</b> <i>Roger Hughes + Partners Architects</i>	\$1,000	\$1,000	\$4,000	<del>\$1,000</del>	\$2,000	\$2,000	\$1,000	<b>\$11,000</b>
<b>RECREATION</b> <i>PERC.</i>	\$1,000		<del>\$2,000</del>	<del>\$500</del>	\$2,000	\$1,500	\$500	<b>\$7,500</b>
<b>QUANTITY SURVEYOR</b> <i>BTY Group</i>					\$2,000			<b>\$2,000</b>
<b>CODE ENGINEER</b> <i>Pioneer Consultants</i>		\$250			\$250			<b>\$500</b>
<b>ICE REFRIGERATION CONSULTANT</b> <i>RH Strong Associates</i>		\$250			\$250			<b>\$500</b>
<b>STRUCTURAL ENGINEER</b> <i>CY Loh Associates</i>		\$250			\$250			<b>\$500</b>
<b>TOTAL</b>	<b>\$2,000</b>	<b>\$1,750</b>	<b>\$6,000</b>	<b><i>\$1,500</i></b>	<b>\$6,750</b>	<b>\$3,500</b> <i>Note 4</i>	<b>\$1,500</b>	<b>\$21,500</b>

**Notes:**

1. If the scope changes significantly, we would be pleased to negotiate a revised fee with you.
2. Reimbursable expenses are charged in addition to professional fees. (See disbursements table following)
3. GST is included.
4. Study Enhancement, fees have been now been include in the total (14 August 2001).
5. Fees plus disbursements are revised to \$24,500.
6. Tone area represents work completed

*Revised to 14 August 2001*

5 FEE SCHEDULE (CONT)

**Hourly Billing Rate Schedule**

Additional services, if requested by the client, would be charged at standard hourly rates (GST is not included). Rates are charge according the level of experience required for the task being preformed.

	Principal	Project Architect / Engineer	Assist. Architect / Engineer	Clerical
ARCHITECTURAL	\$165	\$105	2.3% of base monthly salary	
RECREATION	\$120		2.3% of base monthly salary	
QUANTITY SURVEYOR	\$110	\$90	2.3% of base monthly salary	

**Disbursements**

We propose to develop a detailed budget for all reimbursable expenses anticipated on the project, in consultation with the client, upon appointment. For now we have estimated the cost of disbursements to be as follows:

	PHASE 1		PHASE 2		PHASE 3		Total
	Information & Program Confirmation	Site Evaluation	Concept Design Matrix Preparation	Preliminary Design Report	Preferred Option and Cost Estimates	Final Report Optional Open House	
Travel	\$200 note 2	\$100 note 3	\$800 note 4		\$800 note 6	\$400 note 6	\$1,700
Printing, Plotting, Photography	\$50	\$100	\$700	\$100	\$100	\$750 note 5	\$1,100
Courier, Post, Fax	\$30	\$30	\$30	\$30	\$30	\$50	\$200
Professional Renderings					\$1,500 note 5		
<b>TOTAL</b>	<b>\$280</b>	<b>\$230</b>	<b>\$980</b>	<b>\$130</b>	<b>\$930</b>	<b>\$1,000</b>	<b>\$3,000</b>

**Notes:**

1. Reimbursable costs would be charged at cost plus 5% and include printing, computer plots, photocopies, long distance telephone and fax, preparation of professional renderings and travel.
2. Meeting travel cost, for Bruce Carscadden and Bill Webster per trip
3. Meeting travel cost for Bruce Carscadden per trip
4. Additional cost if a optional final open house is required, **not** included in total
5. Optional cost if requested by the client, **not** included in total
6. Meeting travel cost for Bruce Carscadden and Bill Webster at \$200 per trip
7. Tone area represents work completed