

REGIONAL DISTRICT OF NANAIMO

**REGULAR BOARD MEETING
TUESDAY, JUNE 28, 2016
7:00 PM**

(RDN Board Chambers)

A G E N D A

1. CALL TO ORDER

That pursuant to Sections 90 (1) (f) and (i) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to law enforcement and solicitor-client privilege.

2. DELEGATIONS

17 **John Hankins, Nanaimo Economic Development Corporation**, re NEDC Update.

3. BOARD MINUTES

18-34 Minutes of the Regular Board meeting held Tuesday, May 24, 2016 (All Directors – One Vote).

That the minutes of the Regular Board meeting held Tuesday, May 24, 2016 be adopted.

35-36 Minutes of the Special Board meeting held Tuesday, June 14, 2016 (All Directors – One Vote).

That the minutes of the Special Board meeting held Tuesday, June 14, 2016 be adopted.

4. BUSINESS ARISING FROM THE MINUTES

5. COMMUNICATION/CORRESPONDENCE

(All Directors – One Vote)

37 **Marc Lefebvre, Mayor, City of Parksville**, re Regional Growth Strategy Bylaw No. 1615.01, 2016.

38 **Rob Everson, Chief Councillor, K'ómoks First Nation**, re Regional District of Nanaimo Regional Growth Strategy.

39 **John Lefebure, Chair, Cowichan Valley Regional District**, re Regional Growth Strategy Amendment Bylaw No. 1615.01

- 40 **Danyta Welch, UBCM, re 2015 Asset Management Planning Program** (Phase 2 Asset Management Implementation Plan).
- 41 **Janet Drapeau and Anne Newman**, re Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.
- 42-43 **P.T. Dixon**, re Traffic noise arising from vehicle speed on 19A through Parksville.
- 44-45 **Nick Rivers, Arrowsmith Search and Rescue**, re Request to build an addition to existing SAR Hall.
- 46-47 **Teunis Wesbroek, Mayor, Town of Qualicum Beach**, re Regional Growth Strategy (RGS) – Minor Amendment Criteria.

6. UNFINISHED BUSINESS

- 48-60 **2954 Canyon Road, Electoral Area ‘A’ – Hazardous Property – Request for Reconsideration** (All Directors – One Vote).

Property owner wishing to speak to 2954 Canyon Road, Electoral Area ‘A’ – Hazardous Property – Request for Reconsideration.

7. STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS

7.1 ELECTORAL AREA PLANNING STANDING COMMITTEE

- 61-64 Minutes of the Electoral Area Planning Committee meeting held Tuesday, June 14, 2016 (All Directors – One Vote).

That the minutes of the Electoral Area Planning Committee meeting held Tuesday, June 14, 2016 be received for information.

COMMUNICATIONS/CORRESPONDENCE

(All Directors – One Vote)

Kerry & Jessica Hoop, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’).

That the correspondence from Kerry & Jessica Hoop regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’) be received.

Norman & Cindy Cawthra, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G').

That the correspondence from Norman & Cindy Cawthra regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G') be received.

Lindy England, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G').

That the correspondence from Lindy England regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G') be received.

Rob and Catherine Baker, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G').

That the correspondence from Rob and Catherine Baker regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G') be received.

Peggy Aikman, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G'.

That the correspondence from Peggy Aikman regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G', be received.

Richard Hampton, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G'.

That the correspondence from Richard Hampton regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G', be received.

Don Reiffenstein and Jackie Rollans, re Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area 'H'.

That the correspondence from Don Reiffenstein and Jackie Rollans regarding Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area 'H', be received.

Doug Dickson, re Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.

That the correspondence from Doug Dickson regarding Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’, be received.

DEVELOPMENT PERMIT

Development Permit and Site Specific Floodplain Bylaw Exemption Application No. PL2016-051 – 85 Blackbeard Drive, Electoral Area ‘H’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

That Development Permit Application No. PL2016-051 and request for a site specific floodplain bylaw exemption to permit the construction of a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 4.

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’. (Electoral Area Directors, Except EA ‘B’ – One Vote).

Delegations wishing to speak to Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.

That Development Variance Permit No. PL2016-091 to reduce the watercourse setback for a retaining wall be approved subject to the conditions outlined in Attachments 2 to 3.

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2016-054 – 1675 Admiral Tryon Boulevard, Electoral Area ‘G’ (Electoral Area Directors, Except EA ‘B’ – One Vote).

Delegations wishing to speak to Development Permit with Variance Application No. PL2016-054 – 1675 Admiral Tryon Boulevard, Electoral Area ‘G’.

That Development Permit with Variance No. PL2016-054 to permit the construction of a riprap revetment on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

Development Permit with Variance Application No. PL2016-063 – 2140 Pauls Road, Electoral Area 'A' (Electoral Area Directors, Except EA 'B' – One Vote).

Delegations wishing to speak to Development Permit with Variance Application No. PL2016-063 – 2140 Pauls Road, Electoral Area 'A'.

That Development Variance Permit No. PL2016-063 to reduce the minimum setbacks from a watercourse from 18.0 metres to 5.5 metres to permit the legalization of the siting and additions to the existing dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 and 3.

Development Permit with Variance Application No. PL2016-088 – 1701 Admiral Tryon Boulevard, Electoral Area 'G' (Electoral Area Directors, Except EA 'B' – One Vote).

Delegations wishing to speak to Development Permit with Variance Application No. PL2016-088 – 1701 Admiral Tryon Boulevard, Electoral Area 'G'.

That Development Permit with Variance Application No. PL2016-088 to permit the construction of a riprap type revetment on the subject property be approved subject to the conditions outlined in Attachments 2 to 3.

OTHER

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G' (Electoral Area Directors, Except EA 'B' – One Vote).

That the request to relax the minimum 10% perimeter frontage requirement for the proposed remainder of Lot 178 and proposed Lot 1, in relation to Subdivision Application No. PL2015-036, be approved subject to issuance of subdivision compliance being conditional on registration, at the applicant's expense, of a Section 219 Covenant on the property title to prohibit the following uses on the proposed Lot 1: Extraction Use, Log Storage and Sorting Yard, Primary Processing, Agriculture and Silviculture.

7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE

65-74 Minutes of the Committee of the Whole meeting held Tuesday, June 14, 2016 (All Directors – One Vote).

That the minutes of the Committee of the Whole meeting held Tuesday, June 14, 2016 be received for information.

COMMUNICATION/CORRESPONDENCE

(All Directors – One Vote)

Ladies Auxiliary, Royal Canadian Legion Branch #211, re Funding Request – Community Works Fund.

That the correspondence from the Ladies Auxiliary, Royal Canadian Legion Branch #211, regarding a funding request from the Community Works Fund be received.

Leigh Campbell, Qualicum Bay-Horne Lake Waterworks District, re Infrastructure Planning Grant Program.

That the correspondence from Leigh Campbell, Qualicum Bay-Horne Lake Waterworks District, regarding the Infrastructure Planning Grant Program be received.

Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forum with Snaw-Naw-As First Nation - Approval in Principle.

That the correspondence from Danyta Welch, Union of BC Municipalities, regarding the 2016/17 (Spring) Regional Community to Community Forum with Snaw-Naw-As First Nation - Approval in Principle be received.

Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forum with Snuneymuxw First Nation - Approval in Principle.

That the correspondence from Danyta Welch, Union of BC Municipalities, regarding the 2016/17 (Spring) Regional Community to Community Forum with Snuneymuxw First Nation - Approval in Principle be received.

Lynne W. Brookes, Arrowsmith Naturalists, re Preservation of Hamilton Marsh for our Watershed, Wildlife and Community.

That the correspondence from Lynne Brookes, Arrowsmith Naturalists, regarding the preservation of Hamilton Marsh for our watershed, wildlife and community be received.

Peter Fassbender, Minister of Community, Sport and Cultural Development, re Meeting requests for the 2016 UBCM Convention in Victoria.

That the correspondence from Peter Fassbender, Minister of Community, Sport and Cultural Development, regarding meeting requests for the 2016 Union of BC Municipalities Convention in Victoria be received.

Mary Polak, Minister of Environment, re Changes now in effect for Water Sustainability Act.

That the correspondence from Mary Polak, Minister of Environment, regarding changes now in effect for the Water Sustainability Act be received.

Doug Anastos, TELUS, re Radiocommunication Antenna Facility, 1421 Sunrise Drive, Electoral Area 'G'.

That the correspondence from Doug Anastos, TELUS, regarding a radiocommunication antenna facility at 1421 Sunrise Drive, in Electoral Area 'G' be received.

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2.

That the correspondence from James Lettic, Nanoose Bay Activities & Recreation Society, regarding a Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2 be received.

UNFINISHED BUSINESS

Annual Special Electoral Area Planning Committee and Town Hall Meetings in Electoral Areas (All Directors – One Vote).

That consideration of annual Special Electoral Area Planning Committee and Town Hall meetings in Electoral Areas be deferred until the July 12, 2016 Committee of the Whole meeting.

CORPORATE SERVICES

INFORMATION TECHNOLOGY

Crown Land GPS Trail Data Collection (All Directors – One Vote).

That the Board approve the reallocation of GIS Department staff resources to collect and publish online GPS trail information for recreational use trails on Crown Land in Regional District of Nanaimo Electoral Areas.

FINANCE

2015 Annual Financial Report (Audited Financial Statements), Board and Committee Member Remuneration/Expenses and Statement of Financial Information (All Directors – One Vote).

That the 2015 Annual Financial Report, Statement of Board and Committee Members Expenses and Remuneration and the Statement of Financial Information be received and approved as presented.

Fire Department Radio Repeater System Improvements (All Directors – One Vote).

1. *That the Board provide a letter of endorsement for the plan from Island Communications Ltd. to install a repeater on Mount Benson and back-up equipment on Cottle Hill to improve radio coverage for fire departments located within Regional District of Nanaimo boundaries.*

(Lantzville, Electoral Areas 'A', 'B', 'C' – Weighted Vote)

2. *That the Board approve the release of \$20,000 of funds held in the District 68 E911 Service Reserve Fund.*

Operating Results for the Period Ending March 31, 2016 (All Directors – One Vote).

That the summary report of financial results from operations to March 31, 2016 be received for information.

75

A Bylaw to Amend the Requisition Limit for the Southern Community Search and Rescue Contribution Service – Bylaw No. 1552.02 (All Directors – One Vote).

That "Southern Community Search and Rescue Contribution Service Amendment Bylaw No. 1552.02, 2016" be introduced and read three times.

76-84

Bow Horn Bay Fire Services Operational Bylaw No. 1743 (All Directors – One Vote / 2/3 Majority Vote).

1. *That "Bow Horn Bay Fire Protection Service Operations Bylaw No. 1743, 2016" be introduced and read three times.*
2. *That "Bow Horn Bay Fire Protection Service Operations Bylaw No. 1743, 2016" be adopted.*

STRATEGIC AND COMMUNITY DEVELOPMENT

BUILDING AND BYLAW

Large Scale Open Burning in the Regional District of Nanaimo (All Directors – One Vote).

That the report on large scale open burning in the Regional District of Nanaimo (RDN) be received for information.

RECREATION AND PARKS

RECREATION

Ravensong Aquatic Centre Lease Amendment and Renewal (All Directors – Weighted Vote).

That the Board approve the Ravensong Aquatic Centre Lease Amendment and Renewal document as attached as Appendix II.

REGIONAL AND COMMUNITY UTILITIES

WATER AND ASSET MANAGEMENT

Arrowsmith Water Service (AWS) & Englishman River Water Service (ERWS) Joint Venture Agreement Renewal (All Directors – Weighted Vote).

- 1. That the Board approve the Arrowsmith Water Service (AWS) Joint Venture Agreement and authorize the Regional District of Nanaimo Board Chair and Corporate Officer to sign the agreement on behalf of the Regional District of Nanaimo.*
- 2. That the Board approve the Englishman River Water Service (ERWS) Joint Venture Agreement and authorize the Regional District of Nanaimo Board Chair and Corporate Officer to sign the agreement on behalf of the Regional District of Nanaimo.*

Support Letter – Georgia Basin Inter-Regional Education Initiative (All Directors – One Vote).

That the Board direct staff to provide a letter supporting the Partnership for Water Sustainability in BC in their request to the Province for a 5-year funding commitment towards the Georgia Basin Inter-Regional Education Initiative.

ADVISORY, SELECT COMMITTEE AND COMMISSION

Electoral Area 'A' Parks, Recreation, and Culture Commission Committee (All Directors – One Vote).

That the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, May 18, 2016 be received for information.

Community Works Fund for Snuneymuxw Sport Court (All Directors – Weighted Vote).

That the Regional District of Nanaimo enter into the Contribution Agreement as provided in Attachment I that provides up to \$300,000 in Electoral Area 'A' Community Works Funds to Snuneymuxw First Nation for use in the capital upgrade of the lacrosse box (sport court) located on Nanaimo River I.R. #4 in exchange for community use access as per the terms of the Agreement.

District 69 Recreation Commission (All Directors – One Vote).

That the minutes of the District 69 Recreation Commission meeting held Thursday, May 19, 2016 be received for information.

Grants (Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote).

1. *That the Board approve the following District 69 Youth Recreation Grant applications:*

Youth Organization

Bard to Broadway - Performing Arts Education Series	1,590
Bard to Broadway - Summer Youth Theatre Workshop	380
Errington War Memorial Hall Association - World Music Youth Camp	1,050
District 69 Family Resource Association - youth sports/music program	2,400
District 69 Family Resource Association - 4-days summer camp activity	563
Kwalikum Secondary School - Dry Grad	1,200
Ravensong Breakers Aquatic Club - equipment	2,200
Total	\$9,383

2. *That the Board approve the following District 69 Community Recreation Grant applications:*

Community Organization

Arrowsmith Community Recreation Association - Coombs Candy Walk	1,000
Bow Horne Bay Community Club - Fall Fair children's activity	1,200
Corcan Meadowood Residents' Association - Halloween event	1,200
Corcan Meadowood Residents' Association - Canada Day event	800
Family Resource Association - Special Needs Family Retreat	1,200
Kidfest Society - event rentals	1,200
Nanoose Bay Activities and Recreation Society and Arrowsmith Community Recreation Association – pickle ball equipment	576
Parksville Qualicum Pickle Ball Club - equipment	1,000
Qualicum Beach Community Education and Wellness Society - Root Bag program	800
Qualicum Beach Elementary School PAC - play space	1,200
Tri-Athletics Society - pool rental	1,200
Vancouver Island Opera	1,500
Total	\$12,876

Ravensong Aquatic Centre Expansion Update Report (Parksville, Qualicum Beach, Electoral Areas 'F', 'G', 'H' – Weighted Vote).

That the Ravensong Aquatic Centre Expansion Update report be received for information and that the Board direct staff to develop a timeline, budget and process that includes stakeholder input, public consultation, facility amenity refinements, and District 69 Recreation Commission review for the potential expansion of the aquatic facility.

Recreation Services 2016 Master Plan for the Oceanside Area (District 69) Report (Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote).

That the Board approve the terms of reference to undertake a Recreation Services Master Plan for the Oceanside Area (District 69) shown in Appendix I and a Request for Proposals be issued for project consultant services.

Grants-in-Aid Advisory Committee (All Directors – One Vote).

That the minutes of the Grants-in-Aid Advisory Committee meeting held Thursday, May 19, 2016 be received for information.

District 68 Grant Approvals (Electoral Areas 'A', 'B', 'C' – Weighted Vote).

That the Board award District 68 Grants-in-Aid funds as follows:

Gabriola Arts Council – rental of a tent, theatre lighting, sound equipment, port-a-potties, marketing, distribution and advertising for the Gabriola Theatre Festival.	\$0.00
Gabriola Community Hall Association – to purchase 2 sets of Carpet Bowling equipment.	\$0.00
Gabriola Rod, Gun and Conservation Club – sound abatement materials for the Club's Tait Road Range.	\$2,398.46
Scouts Canada Camp Caillet – purchase of an Automatic Defibrillator (AED) and mounting case.	\$2,280.54
Total	\$4679.00

District 69 Grant Approvals (Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote).

That the Board award District 69 Grants-in-Aid funds as follows:

Corcan-Meadowood Residents Association – four sets of 8 solar / battery powered walkway lights and 4 solar / battery / hand crank operated lanterns.	\$761.52
Errington Co-operative Preschool – outdoor equipment.	\$950.00
Lighthouse Community Centre Society – interior hall lighting, 10 tables and 60 chairs for the hall, dolly's for chair storage, photocell and lamps for exterior lighting.	\$4,900.00
Oceanside Stroke Recovery Society – aphasia software upgrade for 4 computers.	\$2,000.00
Royal Canadian Legion, Branch 211 Ladies Auxiliary – replacement of dishwasher in Legion kitchen.	\$4,726.48
Total	\$13,338.00

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Rob Williams and Bill Campbell, French Creek Residents' Association, re Support for Purchase of Epcor French Creek Water Services (All Directors – One Vote).

That the Board direct staff to prepare a report regarding the options and implications related to potential acquisition of the Epcor Water System.

Ladies Auxiliary, Royal Canadian Legion Branch #211, re Funding Request – Community Works Funds (All Directors – Weighted Vote).

That staff be directed to develop an agreement with the Ladies Auxiliary, Royal Canadian Legion Branch #211, to provide for the transfer of up to \$50,000 of Electoral Area 'H' Community Works Funds for kitchen upgrades at the Bowser Legion.

Qualicum Bay-Horne Lake Waterworks District re Infrastructure Planning Grant Program (All Directors – One Vote).

That the Board direct staff to apply for an Infrastructure Planning Grant, on behalf of the Qualicum Bay-Horne Lake Waterworks District, to request funding of up to \$10,000 for the creation of a Well and Aquifer Protection Plan.

Correspondence from Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forums with Snaw-Naw-As First Nation and Snuneymuxw First Nation - Approvals in Principle (All Directors – One Vote).

That staff be directed to engage with Snaw-Naw-As First Nation and Snuneymuxw First Nation with regard to organizing a Community-to-Community Forum with each First Nation to discuss topics of mutual interest.

TELUS, re Radiocommunication Antenna Facility, 1421 Sunrise Drive, Electoral Area 'G' (All Directors – One Vote).

That the Regional District of Nanaimo send correspondence to Innovation, Science and Economic Development Canada reaffirming that concurrence has been rescinded for the telecommunication antenna system proposed for 1421 Sunrise Drive and that it is the expectation of the Regional District of Nanaimo, for reasons cited in previous correspondence, that Innovation, Science and Economic Development Canada will consider the process at impasse.

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2 (All Directors – Weighted Vote).

That staff be directed to develop an agreement with the Nanoose Bay Activities & Recreation Society to provide for the transfer of up to \$107,500 of Electoral Area 'E' Community Works Funds to complete parking lot paving and related work, and signage projects as identified in the correspondence from the society.

NEW BUSINESS

2016 UBCM Convention Meeting Requests (All Directors – One Vote).

That staff be directed to make appointments at the upcoming 2016 Union of BC Municipalities Convention with the Minister of Transportation and Infrastructure and the Minister of Community, Sport and Cultural Development in regard to Bylaw No. 799.09 request for Inspector of Municipalities approval for the Regional District of Nanaimo to construct and maintain paths, trails and sidewalks within road allowances that are secured by way of permit, licence or lease from the Province of British Columbia.

7.5 SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

85-86 **Englishman River Water Service Management Board** (All Directors – One Vote).

That the minutes of the Englishman River Water Service Management Board meeting held Tuesday, May 10, 2016 be received for information.

87-88 **Arrowsmith Water Service Management Board** (All Directors – One Vote).

That the minutes of the Arrowsmith Water Service Management Board meeting held Tuesday, May 10, 2016 be received for information.

89-92 **Regional Parks and Trails Select Committee** (All Directors – One Vote).

That the minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, June 7, 2016 be received for information.

93-193 **Regional Park Management Plan for Fairwinds Lakes District – Enos Lake Protection & Monitoring Program** (All Directors – Weighted Vote).

That the Board approve the Regional Park Management Plan for the Fairwinds Lakes District with the submission of the Enos Lake Protection and Monitoring Program.

194-198

Morden Colliery Regional Trail – Nanaimo River Bridge Update (All Directors – Weighted Vote).

1. *That the Board receive the update report on trail and bridge planning initiatives for the Morden Colliery Regional Trail.*
2. *That Board allocate \$55,000 of the Regional Parks and Trails Capital Reserves to bridge development for the Morden Colliery Regional Trail so that a prerequisite hydro technical drilling assessment project can commence in the summer of 2016.*

199-233

Moorecroft Regional Park Buildings Report (All Directors – Weighted Vote).

1. *That the Board direct staff to remove Kennedy Hall and the Caretaker's Residence from Moorecroft Regional Park, and that the Caretaker role be eliminated.*
2. *That the Board direct staff to complete a report on options for the placement and construction of a picnic shelter and toilet facilities at Moorecroft Regional Park.*

Parking at Benson Creek Fall Regional Park / Ammonite Falls (All Directors – Weighted Vote).

That the Board direct staff to report on options to relieve parking congestion at Creekside Place and Jameson Road caused by public use of area to access the Benson Creek Falls Regional Park and the VIU woodlot.

Coats Marsh Regional Parks Trails (All Directors – Weighted Vote).

That the development of a trail from Stanley Road to Coats Marsh be postponed until other access routes are considered through the potential density transfer of lands and related land donation addition to 707 Community Park that is currently under review by Islands Trust.

234-236

District 69 Recreation Commission (All Directors – One Vote).

That the minutes of the District 69 Recreation Commission meeting held Thursday, June 16, 2016 be received for information.

237-252

District 69 Recreation Fees and Charges Report – Arena Services and Aquatic Services – Bylaws 1704.01 and 1705.01.

(Parksville, Qualicum Beach, Electoral Areas 'E', 'F', 'G', 'H' – Weighted Vote / 2/3 Weighted Vote).

1. *That the “District 69 Arena Services Fees and Charges Amendment Bylaw No. 1704.01, 2016” be introduced and read three times.”*
2. *That the “District 69 Arena Services Fees and Charges Amendment Bylaw No. 1704.01, 2016” be adopted.”*

(Parksville, Qualicum Beach, Electoral Areas 'F', 'G', 'H' – Weighted Vote / 2/3 Weighted Vote).

1. *That the “District 69 Aquatic Services Fees and Charges Amendment Bylaw No. 1705.01, 2016” be introduced and read three times.*
2. *That the “District 69 Aquatic Services Fees and Charges Amendment Bylaw No. 1705.01, 2016” be adopted.*

8. ADMINISTRATOR’S REPORTS

253-290

Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402 and Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016 – Adoption Report (Electoral Area Directors, Except EA 'B' – One Vote).

9. ADDENDUM

10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

11. NEW BUSINESS

12. IN CAMERA

That pursuant to Sections 90 (1) (a) (c), (e) (f) (g) and (k), and Section 90 (2)(b) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to Board appointments, labour relations or other employee relations, land acquisition, law enforcement, litigation, a proposed service, and negotiations with the federal government.

13. ADJOURNMENT

Delegation: John Hankins, Nanaimo Economic Development Corporation, re NEDC Update.

Summary: The presentation would cover a 6 month Nanaimo Economic Development Corporation update.

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE REGULAR BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, MAY 24, 2016 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Also in Attendance:

D. Trudeau	Interim Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director of Transportation and Emergency Planning
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary
B. Comeau	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

DELEGATIONS

Ralph Hagen and Lynette Jackson, Gabriola Senior Citizens Association, re Request for funding support to assist in renovations to the Rollo Centre.

Ralph Hagen and Lynette Jackson provided a presentation on the Rollo Centre identifying the facility as a very busy hub for the community and private gatherings. After 30 years of community use renovations are needed and they asked the Board for funding support of \$25,000 for building renovations which include refurbishing siding on 3 walls of the building exterior and the installation of a handicapped washroom.

Larry Whaley, Island Roots Market Co-operative, re Agricultural Area Plan Action Item 2.2 B – Support a Year-round indoor farmers’ market, possibly at the VIEx grounds.

Larry Whaley and Whelm King provided a presentation on the Island Roots Market Co-op and the increased food sustainability, community sustainability, food security, creation of jobs and increased production. Island Roots has identified the need for a building to host a year round indoor farmers’ market. Larry Whaley asked for a letter of support approving the concept of a year round indoor farmers’ market at Beban Park.

Ceri Peacey, Friends of French Creek Conservation Society, re Hamilton Marsh, recent changes, updates and plans for the future.

Ceri Peacey provided an update on the recent changes and future plans for Hamilton Marsh and the values and economic benefits of the wetlands that the Hamilton Marsh provides to the area. Ceri Peacey stated that 4000 signatures have been gathered on a petition of declaration of support and asked the Board to support and assist to preserve Hamilton Marsh.

Kelly Olson, re Proposed cell towers for the Sandpiper subdivision.

Kelly Olson updated the Board on the June 2016 installation of the Telus cell tower on 1421 Sunrise Drive in the Sandpiper Subdivision and requested that the Board take immediate action to rescind the letter of concurrence provided to Telus.

Rachelle McElroy, Coastal ISC, re Welcoming the Regional District of Nanaimo to the tri-city invasive species program.

Rachelle McElroy provided information on the program that will target knotweed and giant hogweed in the region and requested \$10,000 in funding support towards invasive species mitigation on private land.

16-311 MOVED Director Stanhope, SECONDED Director Kipp, that late delegations be permitted to address the Board.

CARRIED

Andrew Gower, re Boomer's Legacy Bike Ride, June 11-12, 2016.

Andrew Gower provided an insight on the history of Boomer's Legacy and information on this year's Bike Ride scheduled for June 11th and 12th, 2016, and asked the Board to come out and support the ride, to support the provision of one RCMP vehicle escort through each municipality, and to provide a donation to Boomer's Legacy fund.

Doreen Hampton, Rob Baker, re Update on Open Burning Concerns in RDN – River's Edge, Electoral Area 'G'.

Doreen Hampton provided an update on the open fire burning in River's Edge, and noted that existing regulations are inadequate to prevent open burning close to residential areas. Doreen Hampton requested a status update on the staff report regarding opening burning.

The Chair noted that staff are working on the report and it will be forthcoming to a future Board meeting.

BOARD MINUTES

Minutes of the Regular Board meeting held Tuesday, April 26, 2016.

- 16-312 MOVED Director Stanhope, SECONDED Director Pratt, that the minutes of the Regular Board meeting held on Tuesday, April 26, 2016 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

Regional Parks and Trails Select Committee – Amendment to Terms of Reference.

- 16-313 MOVED Director Houle, SECONDED Director Pratt, that the Chair's appointments to the Regional Parks and Trails Select Committee as per the revised Terms of Reference be received for information:

H. Houle, J. Stanhope, B. Veenhof, J. Hong, W. Pratt, B. Yoachim.

CARRIED

COMMUNICATION/CORRESPONDENCE

Todd G. Stone, Minister of Transportation and Infrastructure, re Robertson Boulevard.

- 16-314 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Todd G. Stone, Minister of Transportation and Infrastructure, regarding Robertson Boulevard be received.

CARRIED

Lindy A. England, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G'.

- 16-315 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Lindy A. England regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G', be received.

CARRIED

Dr. and Mrs. Timothy D.J. England, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

- 16-316 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Dr. and Mrs. Timothy D.J. England regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’, be received.

CARRIED

Correspondence, May 2016, re Development Variance Permit Application No. PL2016-036 – 1295 Seadog Road, Electoral Area ‘E’.

- 16-317 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence regarding Development Variance Permit Application No. PL2016-036 – 1295 Seadog Road, Electoral Area ‘E’, be received.

CARRIED

Paul Noel, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

- 16-318 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Paul Noel regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’, be received.

CARRIED

Mike Davis, re Development Variance Permit Application No. PL2016-076 – 1380 Reef Road, Electoral Area ‘E’.

- 16-319 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence from Mike Davis regarding Development Variance Permit Application No. PL2016-076 – 1380 Reef Road, Electoral Area ‘E’, be received.

CARRIED

Correspondence, May 2016, re Proposed TELUS Cell Tower at 1421 Sunrise Drive, French Creek.

- 16-320 MOVED Director Stanhope, SECONDED Director Thorpe, that the correspondence regarding the proposed TELUS cell tower at 1421 Sunrise Drive, French Creek, be received.

CARRIED

UNFINISHED BUSINESS

Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016.

- 16-321 MOVED Director Haime, SECONDED Director McKay, that "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.05, 2016" be adopted.

CARRIED

STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES & RECOMMENDATIONS

ELECTORAL AREA PLANNING STANDING COMMITTEE

Minutes of the Electoral Area Planning Committee meeting held Tuesday, May 10, 2016.

- 16-322 MOVED Director Stanhope, SECONDED Director Lefebvre, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, May 10, 2016, be received for information.

CARRIED

DEVELOPMENT PERMIT

Development Permit Application No. PL2016-006 – 4275 Park Avenue, Electoral Area ‘H’.

- 16-323 MOVED Director Stanhope, SECONDED Director Young, that Development Permit No. PL2016-006 to permit the removal of an existing cabin and accessory building and the construction of a dwelling unit and accessory building be approved subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED

Development Permit Application No. PL2016-055 – 360 Martindale Road, Electoral Area ‘G’.

- 16-324 MOVED Director Stanhope, SECONDED Director Rogers, that Development Permit No. PL2016-055 to permit an addition to a single residential dwelling be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-036 – 1295 Seadog Road, Electoral Area ‘E’.

- 16-325 MOVED Director Rogers, SECONDED Director Stanhope, that Development Variance Permit No. PL2016-036 to reduce the setback to the natural boundary of the sea from 15.0 metres to 9.5 metres and the setback from the top of a slope 30% or greater from 8.0 metres to 1.5 metres, be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

Development Variance Permit Application No. PL2016-076 – 1380 Reef Road, Electoral Area ‘E’.

- 16-326 MOVED Director Rogers, SECONDED Director Fell, that Development Variance Permit No. PL2016-076 to replace and extend the roof of an existing dwelling unit, to legalize the siting of an existing dwelling unit and deck, and to accommodate proposed additions to an existing deck, be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

OTHER

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-082 – 1979 and 1983 Minetown Road, Electoral Area ‘A’.

- 16-327 MOVED Director McPherson, SECONDED Director Fell, that the request to relax the minimum 10% perimeter frontage requirements for proposed Lot B in relation to Subdivision Application No. PL2015-082, be approved.

CARRIED

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

- 16-328 MOVED Director Stanhope, SECONDED Director Young, that the request to relax the minimum 10% perimeter frontage requirement for the proposed remainder of Lot 178 and proposed Lot 1, in relation to Subdivision Application No. PL2015-036, be referred back to staff to consider neighbourhood concerns and the potential to address access issues.

CARRIED

Consultative Process Intended to Identify Rural Area Signage Concerns.

- 16-329 MOVED Director Fell, SECONDED Director McPherson, that the community consultation process intended to identify rural signage concerns follow the Community Consultation Plan included as Attachment 1.

CARRIED

- 16-330 MOVED Director Fell, SECONDED Director McPherson, that staff be directed to report back to the Board on the outcome of the community consultation process and provide recommended options for addressing community concerns related to effective signage in rural areas.

CARRIED

COMMITTEE OF THE WHOLE STANDING COMMITTEE

Minutes of the Committee of the Whole meeting held Tuesday, May 10, 2016.

- 16-331 MOVED Director Pratt, SECONDED Director Lefebvre, that the minutes of the Committee of the Whole meeting held Tuesday, May 10, 2016 be received for information.

CARRIED

COMMUNICATION/CORRESPONDENCE

Lisa Griffith, Gabriola Historical and Museum Society, re Request to consider proposal for Community Works Funds for the Museum.

- 16-332 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from Lisa Griffith, Gabriola Historical and Museum Society, regarding a request to consider a proposal for Community Works Funds for the museum be received.

CARRIED

Joyce Babula, Gabriola Island Community Hall Association, re Application for \$17,364 from Community Works Funding.

- 16-333 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from Joyce Babula, Gabriola Island Community Hall Association, regarding an application for \$17,364 from Community Works Funding be received.

CARRIED

Els King, re Proposed Ban on Outdoor Burning.

- 16-334 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from Els King regarding a proposed ban on outdoor burning be received.

CARRIED

J. H. McLean, re Complaints about Land Clearance Burning.

- 16-335 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from J. H. McLean regarding complaints about land clearance burning be received.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund - Contribution Agreement (NBARS:RDN).

- 16-336 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from James A. Lettic, Nanoose Bay Activities & Recreation Society, regarding Community Works Fund - Contribution Agreement (NBARS:RDN) be received.

CARRIED

, re Regional District of Nanaimo Assignment of Lighthouse Bluegrass Festival to Meadowood Community Park at the behest of the Corcan Meadowood Residents' Association without public consultation.

- 16-337 MOVED Director Houle, SECONDED Director Pratt, that the correspondence from regarding Regional District of Nanaimo assignment of the Lighthouse Bluegrass Festival to the Meadowood Community Park at the behest of the Corcan Meadowood Residents' Association without public consultation be received.

CARRIED

FINANCE

2015 Financial Statements and Audit Findings Report.

- 16-338 MOVED Director Lefebvre, SECONDED Director McPherson, that the Audit Findings Report and the financial statements of the Regional District of Nanaimo for the year ended December 31, 2015 be received.

CARRIED

- 16-339 MOVED Director Lefebvre, SECONDED Director McPherson, that the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2015 be approved as presented.

CARRIED

CORPORATE SERVICES

INFORMATION TECHNOLOGY

Microsoft Enterprise Agreement 2016 – 2019.

- 16-340 MOVED Director Thorpe, SECONDED Director Lefebvre, that staff be authorized to enter into a three-year Enterprise Agreement with Microsoft for licensing the use of Microsoft software products by the Regional District of Nanaimo (RDN) for \$102,237 per year.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

RDN Fire Services Review Report and Fire Services Coordinator.

- 16-341 MOVED Director Rogers, SECONDED Director Fell, that the Regional District of Nanaimo Fire Services Review report dated April 2016 be received and the recommendations of the report be endorsed.

CARRIED

- 16-342 MOVED Director Rogers, SECONDED Director Fell, that staff, in consultation with the Fire Departments, be directed to initiate the process to create a Fire Services Coordinator position required to implement the recommendations.

CARRIED

INTERGOVERNMENTAL LIAISON

Canada 150 Fund Grant Applications.

- 16-343 MOVED Director Houle, SECONDED Director Kipp, that staff be directed to invite the Snuneymuxw First Nation, Snaw-Naw-As First Nation and Qualicum First Nation to discuss how to use \$30,000 allocated by the Board in the 2016 Regional District of Nanaimo Budget for a First Nations Art Installation Project at the Regional District of Nanaimo Administration Building. This discussion would include consideration of the project concept and the decision making process to select art work(s).

CARRIED

- 16-344 MOVED Director Houle, SECONDED Director Fell, that in light of the possible availability of funds under the Canada 150 grant program, the Chair with other Directors as deemed appropriate and staff, immediately engage in discussions with the individual First Nations to identify potential joint community projects that could be supported with a grant application to the Canada 150 fund.

CARRIED

BUILDING AND BYLAW

162 Bayridge Place, Electoral Area 'H' — Building Bylaw Contravention.

- 16-345 MOVED Director Stanhope, SECONDED Director Lefebvre, that the matter of the building bylaw contravention at 162 Bayridge Place, Electoral Area 'H', be deferred for (thirty) 30 days.

CARRIED

RECREATION AND PARKS

PARKS

Proposed Park Land Dedication in Conjunction with Proposed Subdivision of Parcel 'B' - 1520 McCollum Road, Gabriola Island, Electoral Area 'B'.

- 16-346 MOVED Director Houle, SECONDED Director Young, that the Regional District of Nanaimo support the Gabriola Island Local Trust Committee's decision to require 5% cash-in-lieu of park land dedication for the proposed subdivision of Lot B, Section 15, Gabriola Island, Nanaimo District, VIP59663, 1520 McCollum Road and that the funds be held by the Regional District of Nanaimo in a separate reserve fund dedicated to acquiring future community park land in Electoral Area 'B'.

CARRIED

ADVISORY, SELECT COMMITTEE AND COMMISSION

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

- 16-347 MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Electoral Area 'B' Parks and Open Space Advisory Committee meeting held Tuesday, March 1, 2016 be received for information.

CARRIED

707 Community Park Signage Plan.

- 16-348 MOVED Director Houle, SECONDED Director Young, that staff be directed to work with Gabriola Land and Trails Trust to review and update the 707 Community Park directional signage.

CARRIED

Parkland Dedication as Part of Subdivision Development Application - 1520 McCollum Road.

- 16-349 MOVED Director Houle, SECONDED Director Young, that the proposed 5% cash-in-lieu of parkland dedication in conjunction with proposed subdivision of 1520 McCollum Road be accepted.

CARRIED

Rollo-McClay Park.

- 16-350 MOVED Director Houle, SECONDED Director Lefebvre, that staff be directed to provide support to the Gabriola Softball Association with their installation of a batting cage at Rollo-McClay Park.

CARRIED

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

- 16-351 MOVED Director Fell, SECONDED Director Rogers, that the minutes of the Electoral Area 'F' Parks and Open Space Advisory Committee meeting held Wednesday, March 9, 2016 be received for information.

CARRIED

Liquid Waste Management Plan Monitoring Committee.

- 16-352 MOVED Director McPherson, SECONDED Director Pratt, that the minutes of the Liquid Waste Management Plan Monitoring Committee meeting held Tuesday, March 29, 2016 be received for information.

CARRIED

Agricultural Advisory Committee.

- 16-353 MOVED Director Houle, SECONDED Director Lefebvre, that the minutes of the Agricultural Advisory Committee meeting held Friday, April 22, 2016 be received for information.

CARRIED

Agriculture Area Plan Implementation 2014 – 2016 Action Plan Progress Update.

- 16-354 MOVED Director Houle, SECONDED Director Fell, that Agriculture Area Plan Implementation 2014 – 2016 Action Plan Progress Update be received as submitted.

CARRIED

- 16-355 MOVED Director Houle, SECONDED Director Young, that Project 6 - Composting Facility, in the Agricultural Area Plan Implementation 2014-2016 Action Plan, be moved from low priority to high priority, and from medium timeframe to short timeframe.

CARRIED

Fire Services Advisory Committee.

- 16-356 MOVED Director Stanhope, SECONDED Director Lefebvre, that the minutes of the Fire Services Advisory Committee meeting held Wednesday, April 27, 2016 be received for information.

CARRIED

Fire Service Review Report.

- 16-357 MOVED Director Stanhope, SECONDED Director Rogers, that the Board direct staff to prepare a report to come forward to the May 10, 2016 Committee of the Whole meeting with respect to engaging a Fire Services Coordinator.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Lisa Griffith, Gabriola Historical and Museum Society, re Request to consider proposal for Community Works Funds for the Museum.

- 16-358 MOVED Director Houle, SECONDED Director McPherson, that staff be directed to develop an agreement to provide for the transfer of up to \$5,000 of Electoral Area 'B' Community Works Funds for the construction of a wheelchair accessible walkway for the Gabriola Historical and Museum Society.

CARRIED

Joyce Babula, Gabriola Island Community Hall Association, re Application for \$17,364 from Community Works Funding.

- 16-359 MOVED Director Houle, SECONDED Director McPherson, that staff be directed to develop an agreement with the Gabriola Island Community Hall Association to provide for the transfer of up to \$17,500 of Electoral Area 'B' Community Works Funds for replacing the metal portion of the Community Hall roof.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund – Contribution Agreement (NBARS:RDN).

- 16-360 MOVED Director Rogers, SECONDED Director McPherson, that staff be directed to develop an agreement with the Nanoose Bay Activities & Recreation Society to provide for the transfer of up to \$107,500 of Electoral Area 'E' Community Works Funds for mechanical systems, HVAC and appliance upgrades to the Nanoose Place Community Hall.

CARRIED

NEW BUSINESS

Social Procurement

- 16-361 MOVED Director Westbroek, SECONDED Director Thorpe, that the Board of the Regional District of Nanaimo acknowledges that the procurement methodologies utilized by the corporation helps drive our economy and shapes the Regional District and, as such, that the Board direct staff to investigate options for the creation, adoption, implementation and evaluation of a Social Procurement Policy for the Regional District of Nanaimo.

CARRIED

- 16-362 MOVED Director Westbroek, SECONDED Director Thorpe, that the Chair, on behalf of the Board, write a letter to Island Health requesting consideration of a social procurement policy around local food procurement for all Vancouver Island hospitals and that copies of the letter be sent to: the Premier; the Honourable Terry Lake, Minister of Health; the Honourable Michelle Stilwell, Minister of Social Development and Social Innovation; Union of BC Municipalities and the Association of Vancouver Island and Coastal Communities.

CARRIED

Coastal Invasive Species Committee, re Knotweed and Giant Hogweed Public Education and Control Program.

- 16-363 MOVED Director Lefebvre, SECONDED Director Yoachim, that a \$10,000 grant for invasive species mitigation on private land be awarded to the Coastal Invasive Species Committee, and that the funds be raised through borrowing from the existing reserve account held for the Island Corridor Foundation and repaid in 2017 if required through the Grants-In-Aid tax requisition.

CARRIED

SCHEDULED STANDING, ADVISORY, AND SELECT COMMITTEES

Englishman River Water Service Management Board.

- 16-364 MOVED Director Lefebvre, SECONDED Director Houle, that the minutes of the Englishman River Water Service Management Board meeting held Monday, April 18, 2016 be received for information.

CARRIED

Draft Predesign Report Update.

- 16-365 MOVED Director Rogers, SECONDED Director Stanhope, that the Regional District of Nanaimo adopt the report titled "Draft Predesign Report (Update) – Water Intake, Treatment Plant and Supply Mains", prepared by CH2M Hill, dated December 10, 2015.

CARRIED

Englishman River Water Service Final 2016-2020 Financial Plan.

- 16-366 MOVED Director Stanhope, SECONDED Director Rogers, that the report from the Englishman River Water Service Management Committee, dated April 6, 2016 entitled ERWS Final 2016-2020 Financial Plan be received.

CARRIED

- 16-367 MOVED Director Stanhope, SECONDED Director Rogers, that the Regional District of Nanaimo adopt the Final 2016-2020 Financial Plan as outlined in Table 2 attached to the April 6, 2016 report.

CARRIED

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

- 16-368 MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, April 20, 2016 be received for information.

CARRIED

Northern Community Economic Development Select Committee.

- 16-369 MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Northern Community Economic Development Select Committee meeting held Tuesday, May 3, 2016 be received for information.

CARRIED

Northern Community Economic Development Program – Spring 2016 Proposals.

16-370 MOVED Director Lefebvre, SECONDED Director Stanhope, that \$32,900 in funds from Northern Community Economic Development service be awarded as follows:

Central Vancouver Island Job Opportunities Building Society	BladeRunners Program, 2016	\$10,000.00
Coombs Farmers Institute	Mid Island Growers Guide	\$6,500.00
Parksville and District Historical Society	Parksville Museum Digital Exhibition and Tour	\$0.00
Island North Film Commission	Film Sector Development	\$8,400.00
Oceanside Community Arts Council	Tidal Treasures	\$5,000.00
Lighthouse Country Business Association	Bowser Village Core Sign	\$3,000.00

CARRIED

Transit Select Committee.

16-371 MOVED Director Westbroek, SECONDED Director McPherson, that the minutes of the Transit Select Committee meeting held Thursday, May 12, 2016 be received for information.

CARRIED

2016-2017 Conventional and Custom Annual Operating Agreement - Regional District of Nanaimo / BC Transit.

16-372 MOVED Director Westbroek, SECONDED Director Pratt, that the Board approve the 2016/2017 Conventional and Custom Annual Operating Agreement (AOA) with BC Transit.

CARRIED

BC Transit 3-Year Expansion - Memorandum of Understanding.

16-373 MOVED Director Westbroek, SECONDED Director Hong, that the Board approve the 3-Year Expansion Memorandum of Understanding (MOU) between BC Transit and the Regional District of Nanaimo.

CARRIED

Cinnabar Transit Change.

16-374 MOVED Director Westbroek, SECONDED Director Young, that the Board direct staff to report back with options for the transit route 7 Cinnabar/Cedar.

CARRIED

Solid Waste Management Select Committee.

- 16-375 MOVED Director Lefebvre, SECONDED Director Westbroek, that the minutes of the Solid Waste Management Select Committee meeting held Tuesday, May 17, 2016 be received for information.

CARRIED

Contract Award – Regional Landfill North Berm Construction.

- 16-376 MOVED Director McPherson, SECONDED Director Lefebvre, that the Board approve the budget for the North Berm project as set out in Table 2 and to direct staff to proceed with tender award to Wacor Holdings Ltd. for the project construction utilizing the gravel option.

CARRIED

Comox Valley Regional District Request to Dispose of Asbestos Waste.

- 16-377 MOVED Director McPherson, SECONDED Director Lefebvre, that the Board grant the request to accept asbestos and asbestos-containing materials from the Comox Strathcona Waste Management service area starting on completion of the North Berm project and continuing until December 31, 2017 with provision to extend the agreement for one year.

A recorded vote was requested.

The motion was CARRIED with Directors Fell, Haime, Hong, Houle, Kipp, Lefebvre, McKay, McPherson, Pratt, Rogers, Stanhope, Thorpe, Veenhof and Westbroek, voting in the affirmative, and Directors Bestwick, Yoachim and Young voting in the negative.

Recorded Vote Weighted: In-Favour – 51, Opposed – 12

ADMINISTRATOR'S REPORTS

Witness Blanket Transportation Expense.

- 16-378 MOVED Director Houle, SECONDED Director Pratt, that up to \$14,050 for transportation costs associated with bringing the Witness Blanket to the region be borrowed from the existing Grants-In-Aid reserve account associated with the Island Corridor Foundation agreement and that the fund be repaid, if required, through the 2017 Grants-In-Aid tax requisition.

CARRIED

Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016 and Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016 - Consideration for Third Reading.

- 16-379 MOVED Director Rogers, SECONDED Director Fell, that the report of the Public Hearing held on April 25, 2016, for "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016", be received.

CARRIED

16-380 MOVED Director Fell, SECONDED Director Rogers, that the report of the Public Hearing held on April 28, 2016, for "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016" be received.

CARRIED

16-381 MOVED Director Rogers, SECONDED Director Fell, that Section B.5. of Bylaw No. 500.402, 2016 be amended by deleting the text within the brackets in a) 1) II. and replacing it with the following: (except household poultry on parcels less than 1000 m² in area).

CARRIED

16-382 MOVED Director Rogers, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500. 402, 2016" be read a third time as amended.

CARRIED

16-383 MOVED Director Fell, SECONDED Director McPherson, that "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016" be read a third time.

CARRIED

Zoning Amendment Application No. PL2009-153 – 2248 and 2250 Maxey Road, Electoral Area 'C' – Bylaw No. 500.403, 2016 – Adoption.

16-384 MOVED Director Young, SECONDED Director McPherson, that "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.403, 2016" be adopted.

CARRIED

2954 Canyon Road, Electoral Area 'A' – Hazardous Property.

Sgt. Rob Jones, Nanaimo RCMP Detachment, addressed the Board with regards to the unsecure abandoned building, vandalism as well as safety concerns for not only the RCMP members and their dogs, but also the public.

Christine Chyplyk voiced her concerns as a resident of Canyon Road regarding graffiti and vandalism to the abandoned building, stating that the property is a hazard and is attracting a lot of trouble to the area.

Manno Powar, property owner, addressed the Board and advised that he has begun securing the building and requested a time extension to address all the concerns.

16-385 MOVED Director McPherson, SECONDED Director Bestwick, that the Board declare that the building on the property legally described as Lot 1, Section 3, Range 8, Cranberry District, Plan 15453 (2954 Canyon Road) creates an unsafe condition pursuant to Section 73(1) of the *Community Charter*.

CARRIED

16-386 MOVED Director McPherson, SECONDED Director Thorpe, that the Board directs the owner of the property, pursuant to Section 72 of the *Community Charter*, to undertake remedial action in accordance with the attached Order within (14) fourteen days or the work will be undertaken by the Regional District of Nanaimo (RDN) or its agents at the owner's cost.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Proposed TELUS Cell Tower at 1421 Sunrise Drive, French Creek, Electoral Area 'G'.

- 16-387 MOVED Director Stanhope, SECONDED Director Young, that Regional District of Nanaimo staff be instructed to advise Industry Canada (Innovation, Science and Economic Development Canada) and TM Mobile Inc. (TELUS) that based on new information provided by the public, that the Regional District of Nanaimo rescind its concurrence on the proposal submitted by TM Mobile Inc. (TELUS) to construct a single-provider freestanding telecommunication antenna system at 1421 Sunrise Drive until such time as the opportunities for co-location on sites currently located within the Town of Qualicum Beach be considered.

CARRIED

Gabriola Senior Citizens Association, re Request for funding support to assist in renovations to the Rollo Centre.

- 16-388 MOVED Director Houle, SECONDED Director Lefebvre, that staff be directed to develop an agreement with the Gabriola Senior Citizens Association to provide for the transfer of up to \$25,000 of Electoral Area 'B' Community Works Funds for Rollo Centre capital upgrades.

CARRIED

Friends of French Creek Conservation Society, re Hamilton Marsh, recent changes, updates and plans for the future.

- 16-389 MOVED Director Westbroek, SECONDED Director Kipp, to refer the issue of Hamilton Marsh to the June 7, 2016 Regional Parks and Trails Select Committee In-Camera meeting.

CARRIED

NEW BUSINESS

Island Corridor Foundation Board Appointment.

- 16-390 MOVED Director Haime, SECONDED Director Lefebvre, that the Board ratifies and confirms the appointment of Director McKay to the Board of Directors of the Island Corridor Foundation as the representative of the Regional District of Nanaimo.

CARRIED

IN CAMERA

- 16-391 MOVED Director Stanhope, SECONDED Director Thorpe, that pursuant to Sections 90 (1) (f), (g), (i), (j), and (k) of the Community Charter the Board proceed to an In Camera Meeting for discussions related to law enforcement, litigation, solicitor-client privilege, third-party business information, and the proposed provision of a municipal service.

CARRIED

TIME: 9:56 PM

RISE AND REPORT

454 Martindale Road, Electoral Area 'G' – Zoning Contravention.

- 16-392 MOVED Director Stanhope, SECONDED Director Lefebvre, that staff be directed to take legal action as may be necessary to ensure that land use on Lot 1, District Lot 42, Nanoose District, Plan 26202 (454 Martindale Road) is in compliance with "Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987".

CARRIED

Results of Request for Proposals, Design Build Services – Meadowood Community Recreation Centre.

- 16-393 MOVED Director Fell, SECONDED Director McPherson, that in accordance with section 4.1 of the General Conditions to the Regional District of Nanaimo Request for Proposals Design-Build Meadowood Community Recreation Centre of February 18, 2016, the Regional District of Nanaimo rejects all proposals and terminates the Request for Proposals process on the basis that it did not receive properly compliant responses to its Request for Proposals process.

CARRIED

- 16-394 MOVED Director Fell, SECONDED Director McPherson, that staff be directed to bring forward a report that provides further options on providing a community recreation centre to be situated within the Meadowood Community Park.

CARRIED

ADJOURNMENT

MOVED Director Stanhope, SECONDED Director Thorpe, that this meeting be adjourned.

CARRIED

TIME: 10:12 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JUNE 14, 2016 AT 7:00 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director W. Veenhof	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Alternate	
Director D. Brennan	City of Nanaimo
Alternate	
Director G. Fuller	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo

Also in Attendance:

D. Trudeau	Interim Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director of Transportation and Emergency Planning
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

The Chairperson welcomed Alternate Directors Brennan and Fuller to the meeting.

COMMUNICATION/CORRESPONDENCE

John Adams, Cook Roberts LLP, Request for Board reconsideration under *Community Charter s. 78 – 2954 Canyon Road, Electoral Area ‘A’ – Hazardous Property.*

This item was received by the Board.

UNFINISHED BUSINESS

Board reconsideration under *Community Charter s. 78 – 2954 Canyon Road, Electoral Area ‘A’ – Hazardous Property.*

This item was withdrawn.

Greater Nanaimo Pollution Control Centre Marine Outfall Replacement Project — Loan Authorization.

16-395 MOVED Director Pratt, Seconded Director Haime, that “Southern Community Sewer Local Service Capital Improvements Loan Authorization Bylaw No. 1741, 2016” be adopted.

CARRIED

ADJOURNMENT

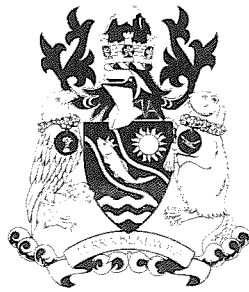
MOVED Director Stanhope, SECONDED Director Lefebvre, that this meeting be adjourned.

CARRIED

TIME: 7:03 PM

CHAIRPERSON

CORPORATE OFFICER



City of Parksville
Office of the Mayor

RDN CAO'S OFFICE	
CAO	GM RP
GM SCD	GM TSW
GM RCU	DF
DCS	CPC AGENDA
MAY 24 2016	
BOARD / COW AGENDA	<input checked="" type="checkbox"/>
BOARD CORRESPONDENCE	<input type="checkbox"/>
CHAIR	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

May 17, 2016

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

Attention: Director Bill Veenhof
Chair, RDN Board

Dear Mr. Veenhof:

Re: Regional Growth Strategy Bylaw No. 1615.01, 2016

This is to advise that at the May 16, 2016, meeting of Council, the following resolution was passed:

- 16-124
1. THAT the correspondence from the Regional District of Nanaimo dated April 27, 2016, regarding the Regional Growth Strategy Bylaw No. 1615.01, 2016 be received.
 2. THAT the Council of the City of Parksville accepts the "Regional Growth Strategy Bylaw No. 1615.01, 2016" as presented.
 3. THAT the Regional District of Nanaimo be notified accordingly.

Yours truly,

MARC LEFEBVRE
Mayor

\\Users\ADMINISTRATION\COUNCIL\City of Parksville\2016 Letters\May 16 - Regional Growth Strategy Bylaw No. 1615.01 - 2016.docx



K'ómoks First Nation

3320 Comox Road, Courtenay BC V9N 3P8 Tel: (250) 339-4545 Fax: (250) 339-7053

April 24, 2016

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

RDN CAO'S OFFICE			
CAO	MS	GM RP	
GM SCD		GM TSW	
GM RCU		DF	
DCS		CPC AGENDA	
JUN 07 2016			
BOARD / COWAGENDA			✓
BOARD CORRESPONDENCE			
CHAIR			

Dear Chair Veenhof,

Re: Regional District of Nanaimo Regional Growth Strategy

Thank you for your recent letter regarding the development of Minor Amendment Criteria for the Regional District of Nanaimo's Regional Growth Strategy.

We appreciate the update on this process and note that you anticipate approving the amendment bylaw on the Minor Amendment Criteria by late July 2016. We do not take issue with this review process or the proposed amendment as presented in your materials at this time.

By this letter we provide notification that no bylaw, policy, or regulation can impact the Rights and Title of K'ómoks First Nation. K'ómoks First Nation has fished, hunted, and harvested in the lands adjacent to watercourses and the sea in our Traditional Territory since time immemorial and fully intends to continue with these activities on lands under our jurisdiction. Through the Treaty process, our membership has recently moved to a higher level and spectrum of consultation and accommodation with regards to matters relating to lands and waters in our Traditional Territory. Our interests cannot be in any way hampered or limited.

The Supreme Court of Canada made it clear that governments owe a fiduciary duty of utmost good faith to consult with the First Nations with respect to our lands and resources. This consultation must at minimum have the intention of substantially addressing the concerns of the First Nation whose lands are at issue. The courts have also confirmed that government are obliged to make an initial assessment of our rights and must not only engage in meaningful consultation but also must seek an accommodation of our cultural and economic interests.

Thank you for your continued efforts to communicate with K'ómoks First Nation.

Sincerely,

Rob Everson
Chief Councillor



175 Ingram Street
Duncan, BC V9L 1N8
www.cvr.bc.ca

Office: 250.746.2500
Fax: 250.746.2513
Toll Free: 1.800.665.3955

June 14, 2016

Regional District of Nanaimo
Strategic & Community Development
6300 Hammond Bay Road
NANAIMO BC V9T 6N2

RDN CAO'S OFFICE	
CAO	GM RP
GM SCD	GM TSW
GM RCU	DF
DCS	CPC AGENDA
JUN 16 2016	
BOARD / COW AGENDA	✓
BOARD CORRESPONDENCE	
CHAIR	

Attention: Director Bill Veenhof, Board Chair

Dear Bill Veenhof:

Re: Regional Growth Strategy Amendment Bylaw No. 1615.01

This is to advise you that the Cowichan Valley Regional District Board of Directors, at its Regular meeting held on June 8, 2016, passed Resolution 16-290.2 as follows:

"That a letter be forwarded to the Regional District of Nanaimo advising that the Cowichan Valley Regional District accepts their Regional Growth Strategy Amendment Bylaw No. 1615.01."

Thank you for referring this to us for acceptance, and we wish you continued success with your Regional Growth Strategy.

Yours truly,

John Lefebure,
Chair

JL/la



Local Government Program Services

...programs to address provincial-local government shared priorities



Administration provided
by UBCM

Funding provided by
Province of B.C.



For program
information, visit the
Funding Programs
section at:

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

June 7, 2016

Chair Veenhof and Board
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

RDN CAO'S OFFICE	
CAO	GM RP
GM SCD	GM TSW
GM RCU	DF
DCS	CPC AGENDA
JUN 13 2016	
BOARD / COWAGENDA	
BOARD CORRESPONDENCE	
CHAIR	

Re: 2015 Asset Management Planning Program (Phase 2 - Asset Management Implementation Plan)

Dear Chair and Board,

Thank you for providing a final report and financial summary for the above noted project. We have reviewed your submission and all reporting requirements have been met.

The final report notes a total expenditure of \$20,500.00. Based on this, a cheque in the amount of \$9,950.00 will be issued shortly under separate cover. This cheque represents final payment of the grant and is based on 50% of the total reported expenditure to the maximum approved grant (\$9,950.00).

I would like to congratulate the Regional District of Nanaimo for undertaking this project and responding to the opportunity to strengthen asset management capacity in your local government.

Sincerely,

Danyta Welch
Policy & Programs Officer

cc: Chris Midgley, Manager, Water Services & Asset Management, Regional District of Nanaimo

From: Al Flag

Sent: Tuesday, June 14, 2016 3:35 PM

Subject: Re: Fwd: RDN ELECTORAL AREA PLANNING COMMITTEE JUNE 14, 2016 AGENDA: AREA H: DVP Application PL2016-091 (Setback & Retaining Wall)

To Whom it may Concern

Re : retaining wall and setback

We have been following as best we can what is happening on the property that is starting development to the south of our residence(6315). As we understand it we see that whatever is approved for this property, will apply to the property that borders ours directly. While we agree with most of what Doug Dickson has indicated in his letter to you (and Don and Jackie are backing), we would very much like to stick to the existing rule of 15 meters and not grant relief to the builder. Our biggest concern is Nash Creek and how any more development could affect the flooding issues.

The winter we just finished brought the highest levels of flooding that we have seen since we have owned our property (almost 23 years). It was alarming how high the water was.

This high water level caused some flooding in our crawl space and substantial flooding in our neighbour to the North's basement. The flooding was the result of no maintenance at the north end of Nash Creek (clearing winter debris) and the illegal filling in of the overflow area of Nash on the property in question by the previous owner. The flooding in our neighbours basement was so high that it necessitated repeated pumping and drying with large commercial fans. This was as a direct result of the water in Nash Creek having nowhere to go, I can not imagine if any more of the area around the creek is changed.

We are not out to be difficult but we need to minimize any damage to our homes and also protect the creek the best we can. Please keep the line as it currently is in the bylaws at the 15 metre mark.

Thank you for your consideration and for listening to our point of view.

regards

Janet Drapeau and Anne Newman

6315 Island Hwy West
Qualicum, B.C. V9K 2E4
778-424-1946

June 13, 2016

P.T.Dixon
210-200 Island Highway W.
Parksville, B.C.
V9P 2P3

Mayor Marc Lefebvre & Council
City of Parksville
Parksville, B.C.

RDN CAO'S OFFICE	
CAO	GM RP
GM SCD	GM TSW
GM RCU	DF
DCS	CPC AGENDA
JUN 16 2016	
BOARD/COW AGENDA	
BOARD CORRESPONDENCE	
CHAIR	

Re: Traffic noise arising from vehicle speed on 19A through Parksville.

Dear Ladies and Gentlemen:

When the four lane highway was opened as 19 the original highway was designated as 19A. It became the Ocean Route and started at the entrance off 19 to Parksville. The speed limits for the Ocean Route through to Qualicum Beach were set at 50, 60, and 70 k. The speed through Parksville was set at 60k to the Englishman Bridge and 50k to Pyme St. and 60 to Parksville's western limits..

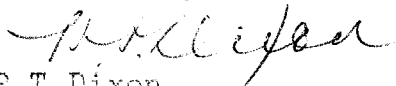
Unfortunately vehicle operators have found that the old route now 19A is more convenient to use when heading east of Qualicum Beach and for returning home, to Qualicum Beach and other areas west of Parksville. Many new homes have been built in this area in the last five years and the new residents now use 19A as well.

Parksville has seven traffic lights on the western entrance along 19A but they appear to have been programmed to expedite the flow through Parsville rather than to serve the residents trying to get on 19A. (The exception to this pattern is the light at Pyme St, it favours Pyme St. traffic and the new Wembly Mall light). By this I mean that side street entry and left turns are by demand and the light changes for them and 19A traffic is stopped. The normal pattern of the lights is to give 19A traffic priority. As a result the through traffic is only held up by demand. When all the lights are green, speeds of 60k have become the norm. The traffic noise of one vehicle at 65K far exceeds the noise of six vehicles at much slower speeds particularly on rainy days and between 4am to 1am the next day, every day.

For your information

It is time the the Parksville Council had the authority to control the speed of this traffic including the right to charge drivers for running red lights and exceeding POSTED speed limits. The objective of such local control would be to encourage drivers to reduce their speed to posted levels with the hope that noise is reduced and the the safety level on 19A is improved. Action now before traffic levels increase as a result of the new home construction under way in Oceanside is a must. The noise of the beach surf in the Park is much more in keeping with our desired life style.

Yours truly


F.T. Dixon

P.S. On June 8th between 6:30 and 7:00am 190 cars were observed crossing at MacMillan. 67 were seen to be in excess of 50k. Other drivers would have been over the limit had the light not changed to red, when they were a block away from it.

Copy to: Ms M Stilwell MLA
Mr S Veenhof Chairman
District of Nanaimo



3237 Alberni Highway
Qualicum Beach, B.C.
V9K 1Y6

Phone: 250-752-7774
Website: www.asar.ca

June 20, 2016

To the Board of Directors of the Regional District of Nanaimo.

Dear Board Members:

As many of you are aware, Arrowsmith Search & Rescue is an all-volunteer organization serving the Oceanside area. We are one of 84 Search & Rescue groups throughout the Province.

We are writing to you to request your permission to allow us to build an addition on to our existing SAR hall, located adjacent to the Coombs No. 2 Fire Hall in Hilliers.

Our original hall was built in 2004. In the intervening years, we have seen an increase in our call volume, and an increased requirement for additional equipment, especially for our technical rope team, and our swift water rescue team. This has necessitated the purchase of a new equipment truck. The existing hall has only two bays, one for our Mobile Command truck, and a smaller bay for our Water Rescue trailer and water rescue truck, (formerly our only equipment truck). Our new equipment truck is too large to fit into the existing bay, so it is now being stored in the old school bus garage in downtown Qualicum, thanks to the generous donation of the space by the Town of Qualicum Beach.

When we started planning and fundraising for our new equipment truck, we also started planning for building an addition to our hall. In March of 2014 we spoke to Director Julian Fell, who directed us to your Planning and Building Inspections officials about how to proceed with getting everything arranged. At that time, the RDN didn't have any problems with us doing the addition. The only requirement was that the Coombs Hilliers Volunteer Fire Department had to give their permission. We were given approval in principle from their Board of Directors in April of 2014.

Arrowsmith SAR met again with the Board of Directors of the Fire department early last summer (2015) to confirm their agreement with us proceeding with the addition, which we received. Later that year, with our funding mostly in place, one of our members contacted staff at the RDN to begin the process of getting final permission and a building permit for the addition.

At this point we were informed that the RDN was undertaking a study of all of the Fire Services in the Regional District. This put our whole project on hold, as permission to build would not be forthcoming until the results of the study were known.

The study is now complete, but does not provide any clear direction as to the short term future of the fire departments in the Coombs / Errington area. This short term uncertainty has caused further delay in Arrowsmith SAR being able to move forward with the addition to our hall.

As stated previously, we are currently storing our new Equipment Truck in the old school bus garage in Qualicum Beach. This is a temporary solution for us, and not a long term one. While we appreciate having a secure place for the truck, it is not an ideal situation. When we get a call for a search or rescue, we have to deploy our vehicles from two different locations. There are other complications to not having the truck at the main hall. When we have a practice, we have to arrange for someone to bring the truck from Qualicum to the hall in Coombs.



3237 Alberni Highway
Qualicum Beach, B.C.
V9K 1Y6

Phone: 250-752-7774
Website: www.asar.ca

The addition will be approx. 28 ft. wide, by 61 ft. long, with vehicle bay doors at both ends. This will provide parking for not only our new equipment truck, but allows for parking for future vehicle requirements, such as a full size boat trailer, and a transport vehicle.

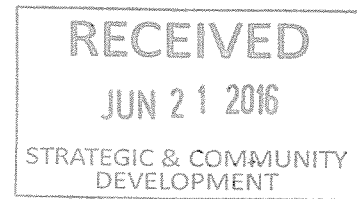
We are asking that you provide Arrowsmith Search & Rescue with official permission to proceed with the construction of a much needed addition to our existing SAR hall.

Sincerely,

Nick Rivers,

President.

Cc: Coombs Fire Dept. Directors.



TOWN OF QUALICUM BEACH

INCORPORATED 1942

201 - 660 Primrose St.
P.O. Box 130
Qualicum Beach, B.C.
V9K 1S7

Telephone: (250) 752-6921
Fax: (250) 752-1243
E-mail: qbtown@qualicumbeach.com
Website: www.qualicumbeach.com

June 20, 2016

Bill Veenhof, Board Chair
Regional District of Nanaimo
6300 Hammond Bay Road
Nanaimo, BC, V9T 6N2

Dear Chair Veenhof

Regional District of Nanaimo Regional Growth Strategy (RGS) - Minor Amendment Criteria

At the Town of Qualicum Beach Regular Council meeting on May 16, 2016, Council considered the request to accept Regional District of Nanaimo (RDN) Bylaw No. 1615.01. The motion for acceptance failed, and Council requested a report be prepared for the June 13, 2016 Council meeting for review and approval outlining why Council does not agree with the proposed Regional Growth Strategy Bylaw No. 1615.01.

Please be advised that Town Council has not accepted RDN Bylaw No. 1615.01 for the reasons identified in this letter. The Town acknowledges the need to work cooperatively with regional partners and requests that the Town work with the RDN and the other member municipalities through a non-binding dispute resolution process.

Reasons for Non-Acceptance

In the opinion of the Town, the proposed RDN Bylaw No. 1615.01, 2016 will not clarify the issue of what constitutes a "full OCP reviews process" and could expand the types of amendments that qualify as minor amendments to include those with major environmental impacts or those that run contrary to core goals of the RGS. The only element distinguishing a major amendment from a minor amendment is an undefined process, which empowers electoral areas and municipalities to make regionally significant land use changes through an accelerated approvals process that does not require consent from neighbouring municipalities.

The proposed amendment contradicts the description of the minor amendment legislation that is described on the Ministry of Community, Sport and Cultural Development website:

"The Local Government Act (amended 2008), allows regional districts to expedite minor amendments to an RGS. The new provision still ensures that amendments that substantially change the vision and direction of the strategy are subject to acceptance by all affected local governments. In this way, the vision of an RGS is sustained. Meanwhile, day-to-day technicalities can be dealt with in ways that will be more efficient and leave more time for discussion and decisions on substantive policies."

The proposed amendment expands the scope of a minor amendment beyond "day-to-day technicalities" and could result in minor amendments that change the vision and direction of the RGS.

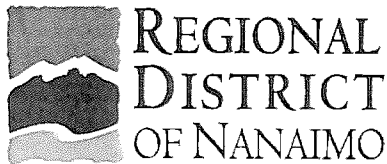
The Town of Qualicum Beach does not consider an undefined "full OCP review" to be a valid qualification for a minor amendment. The Town hereby requests that the definition of a full OCP review process be clarified or that the entire clause relating to OCP amendments be removed from the list of qualifying "minor amendments". Qualicum Beach would also support abandoning the proposed amendment bylaw.

Regards



Teunis Westbroek, Mayor
Town of Qualicum Beach

file: 6430-02-rgs
\\qb-svr08-file\data\6400-6999 PLANNING AND DEVELOPMENT\Letters\2016\RGS.letter from QB re
nonacceptance_final.docx



RDN REPORT	
CAC APPROVAL	
EAP	
COW	
JUN 13 2016	
RHD	
BOARD	✓

STAFF REPORT

TO: Geoff Garbutt, General Manager
Strategic & Community Development

DATE: June 13 , 2016

FROM: Tom Armet, Manager
Building & Bylaw Services

MEETING: Special Board – June 14, 2016

FILE: CE20160000130

SUBJECT: 2954 Canyon Road – Hazardous Property – Request for Reconsideration

RECOMMENDATION

1. That the Board, upon reconsideration of the remedial action requirement provided under Section 78 of the *Community Charter*, confirms it’s Resolution of May 24, 2016, that the building on the property legally described as Lot 1, Section 3, Range 8, Cranberry District, Plan 15453 (2954 Canyon Road) creates an unsafe condition pursuant to Section 73(1) of the *Community Charter*.
2. That the Board, upon reconsideration of the remedial action requirement provided under Section 78 of the *Community Charter*, confirms it’s Resolution of May 24, 2016 directing the owner to take remedial action in accordance with the attached Order, and amends the Order to extend the time in which the owner is to undertake remedial action from (14) fourteen days to (30) thirty days, or the work will be undertaken by the Regional District of Nanaimo (RDN) or its agents at the owner’s cost.

PURPOSE

To inform the Board of the request from the property owner for reconsideration of the Board’s decision and to provide further information on the condition of the property.

BACKGROUND

Property: 2954 Canyon Road, Electoral Area ‘A’

Legal: Lot 1, Section 3, Range 8, Cranberry District, Plan 15453

Owner: 0904255 BC Ltd, 1460 61st Ave E, Vancouver BC V9P 2J4

Zoning: Commercial 5 (CM5)

The subject property is located adjacent to the Trans-Canada Highway near the public rest area at the Nanaimo River, and in close proximity to a new restaurant and a rural residential neighbourhood (Attachment No. 1 – Subject Map). The abandoned building on the property is the former Cassidy Inn which has been closed for several years. The property is currently owned as an investment property by a numbered British Columbia company in the Vancouver area. Ownership of the property has changed several times over the past few years.

On May 24, 2016, after hearing representations from the RCMP, an area resident and RDN staff concerning the unsafe condition of the subject property, the Board passed the following resolutions:

That the Board declare that the building on the property legally described as Lot 1, Section 3, Range 8, Cranberry District, Plan 15453 (2954 Canyon Road) creates an unsafe condition pursuant to Section 73(1) of the Community Charter.

That the Board directs the owner of the property, pursuant to Section 72 of the Community Charter, to undertake remedial action in accordance with the attached Order within (14) fourteen days or the work will be undertaken by the Regional District of Nanaimo (RDN) or its agents at the owner's cost.

The Order (see Attachment No. 5 - Order) directs the owner to take the following remedial action:

*Fill in or cover and secure all ground openings
Demolish and remove the building*

Request for Reconsideration

Remedial action requirements imposed by the Board in relation to matters under Section 72 of the Community Charter (hazardous conditions, declared nuisances) may be reconsidered by the Board upon request by an affected person. In accordance with Section 78 of the *Community Charter*, the Board must provide the person with an opportunity to make representations to the Board. After providing this opportunity, the Board may confirm, amend or cancel the remedial action requirement and provide notice to the affected person.

On June 7, 2016, the owner's solicitor provided correspondence on behalf of its client requesting reconsideration of the Board's decision under Section 78 of the *Community Charter*. The correspondence also outlined steps taken by the owner to secure the property following the Board decision and raised issues concerning procedural fairness and lack of evidence to establish that the property represents a significant risk to health and safety (see Attachment No. 2 - Letter).

The issues raised in this correspondence were thoroughly reviewed by the RDN solicitor and a response was provided on June 10, 2016 addressing the procedural concerns and extensive efforts made by RDN staff to bring these matters to the attention of the owner. A detailed list of the unsafe conditions of the property was also provided (see Attachment No. 3 - Response Letter).

Complaints and Investigations

The property has been the subject of several investigations by RDN staff, fire department and the RCMP as follows:

July 2010 – complaints were received regarding the accumulation of garbage and derelict vehicles as well as individuals living in various derelict vehicles. The owner removed the vehicles and cleaned up the property as directed by staff. The hotel was no longer in operation.

December 2014 – a complaint was received regarding the interior and exterior of the vacant building being heavily vandalized. Staff inspected the building and confirmed it was insecure, vandalized and

evidence that individuals were occupying it. The (then) property owner secured the building on the direction of RDN staff by boarding up doors and window openings.

September 2015 – complaints were received that a vendor was selling fireworks from the parking lot on the property. Staff directed the (then) property owner to remove the vendor due to safety concerns and zoning conflict.

April 2016 – the Nanaimo RCMP advised they have investigated numerous reports of the building being insecure and used by homeless individuals. Concerns were expressed by the police that the building is unsafe and poses a safety risk to persons using it. Bylaw Enforcement Officers inspected the building and noted that all door and window openings were accessible, more vandalism has occurred and exterior stairways were broken and unsafe. An uncovered well, cistern and septic openings were noted and there is considerable graffiti on the exterior and interior of the building.

In the past 16 months, the RCMP has investigated numerous criminal offences on the property including mischief, break and enter and trespassing. The boarding placed over the windows and doors had been removed to gain access. RCMP officers have had to enter the building recently in search of missing persons and offenders and have significant concerns for their safety as well as the public due to the deteriorated and unsafe condition of the building. Recently, RCMP officers found several children hiding in the building in the middle of the night.

The Chief of the Cranberry Volunteer Fire Department has also expressed concerns that the condition of the building and its use by homeless people and others, poses a significant risk of fire. Should a fire occur in the building, other commercial and residential properties could be vulnerable to fire risk due to the close proximity of the building to occupied properties, public rest areas and a major highway.

Unsafe Conditions

Following inspections of the property, Regional District Building Inspection and Bylaw Enforcement staff reviewed the condition of the derelict building and property. Numerous issues were identified that present a significant health and safety risk due to the general dilapidated state of the building, exposed ground openings, fire risk and the vulnerability of residences and businesses in close proximity to it. A detailed list of the unsafe conditions of the property is attached to this report (see Attachment No. 4 – Unsafe Conditions).

The property owner has recently taken some action to prevent access to the property. A non-permanent, removable fence has been erected around the building, windows and doors on the first floor have been boarded and sheets of plywood have been placed over ground openings. These actions could limit access to the property and building however, the fencing panels may be opened by lifting a hinge pin; the plywood covering the ground openings is not permanently secured; and the boards covering the windows and door entries may be easily pulled off or pushed in.

The actions taken by the owner to limit access to the property is similar to that taken by previous owners however the building continues to be attractive to trespassers such as young people and those that use the building for shelter or other purposes.

On June 3, 2016, staff observed that a large real estate “for sale” sign had been placed on the property however that sign is now lying on the ground behind the fencing.

ALTERNATIVES

1. Confirm the remedial action requirements made on May 24, 2016.
2. Confirm the remedial action requirements and amend the time in which the owner must undertake the work.
3. Cancel the remedial action requirements.

FINANCIAL IMPLICATIONS

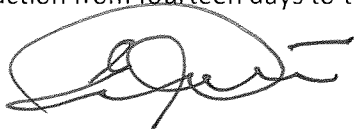
If the Board confirms that remedial action be taken and the owner fails to comply with that direction, any costs incurred by the Regional District of Nanaimo or its agents with respect to the removal or remediation of the building may be recovered from the property owner. If unpaid on December 31st in the year in which the work is done, the expense may be added to taxes in arrears or be collected as a debt. If the taxes and debts remain unpaid, the Province could undertake a forfeiture process after a period of time, in which case, it may become necessary for the RDN to recover the remediation costs through adjustments to the Hazardous Properties Service tax requisition.

SUMMARY/CONCLUSIONS

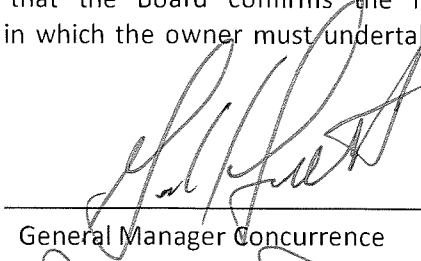
The subject property has been abandoned for several years. Area residents, RCMP, fire officials and RDN staff observed that the condition of the property and building poses a significant risk of damage to adjacent properties and potential for injury to individuals accessing the building. Additionally, the property is in a highly visible location and is an eyesore for residents and visitors who visit the area.

On May 24, 2016, the Board declared the property to be unsafe and ordered the owner to remediate the property by filling in or securing the ground openings and demolishing the building (see Attachment No. 5 – Order). The property owner did not follow this direction but has taken steps to limit access to the property with non-permanent measures. The owner is requesting that the Board reconsider its remedial action requirements decision pursuant to the *Community Charter*.


The non-permanent measures taken by the owner to limit access to the property do not alleviate the significant health and safety risks caused by the general dilapidated and unsafe condition of the building and property. Accordingly staff is recommending that the Board confirms the remedial action requirements of May 24, 2016 and amends the time in which the owner must undertake the remedial action from fourteen days to thirty days.



Report Writer

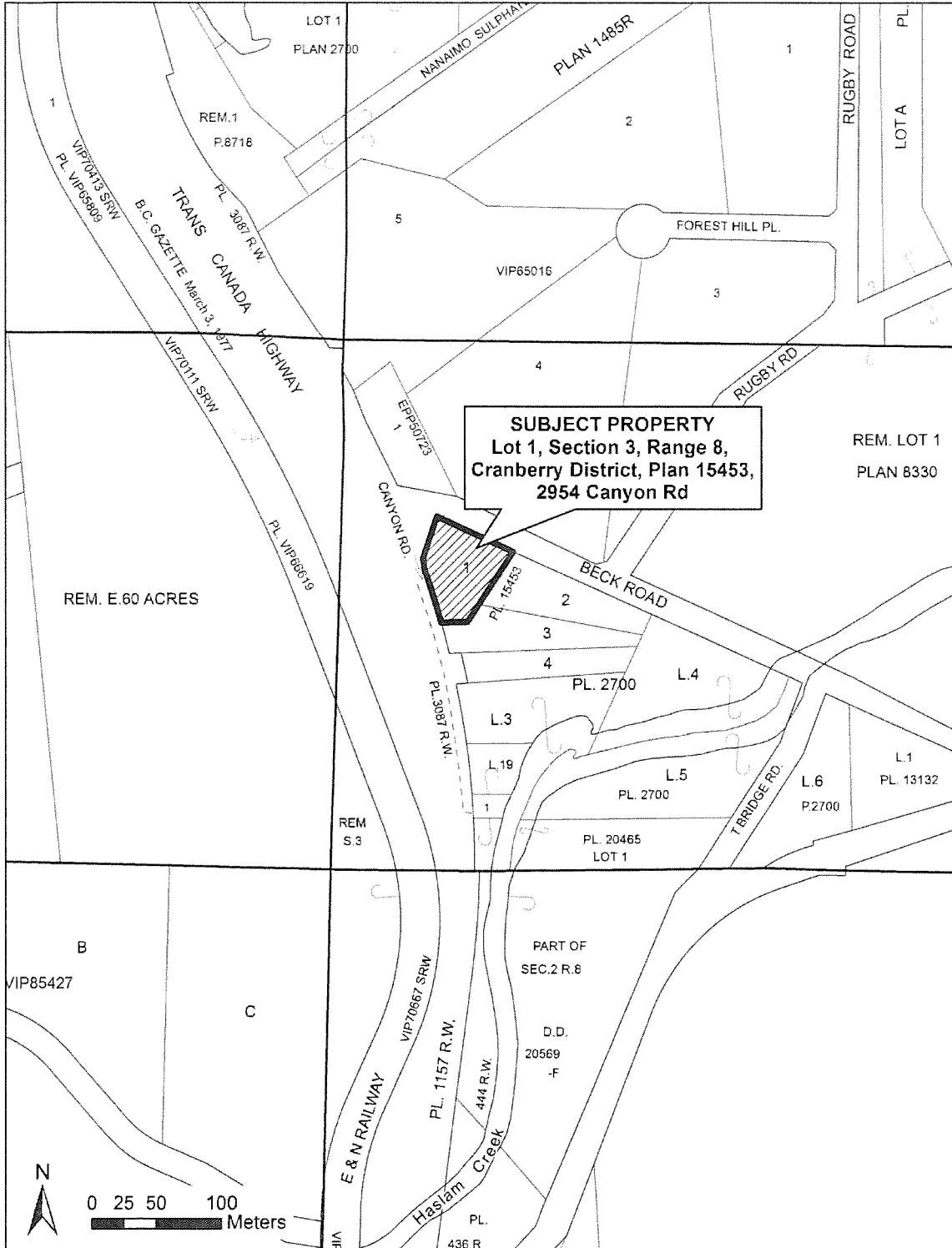


General Manager Concurrence

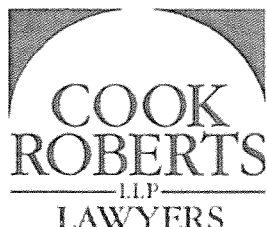


CAO Concurrence

Attachment No. 1
Subject Map



**Attachment No. 2
Letter**



Seventh Floor
1175 Douglas Street
Victoria, British Columbia
CANADA V8W 2E1

Phone: 250-365-1411
Fax: 250-413-3300

RAILSTON S. ALEXANDER, QC *
MICHAEL S. GREENE *
KATHRYN A. BERGE, QC *
JOHN C. ADAMS *
JOHN VAN COYLENBORG *
J. ANDRE RACHERT *
KERRY L. SIMMONS, QC
BEATRICE C. McCUTCHEON

LAYLEE ROHANI *
CRAIG D. YOUNG
SHELLEY J. SPRING
RYAN D. C. GREEN
SAMANTHA J. DE WIT
J. ALEXANDER DUTTON
KYLE HAMILTON
JENNIFER CAMERON

* denotes Personal Law Corporation

Reply Attention John Adams
Our File 107222

Email: jadams@cookroberts.bc.ca
Direct Line: 250-413-3308
Assistant Direct Line: 250-413-3326

June 7, 2016

EMAIL

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

c/o Tom Armet

Dear Sirs and Madams,

Re: 2954 Canyon Road

As Alex Dutton of our office has already notified you, we have been retained by 0904255 BC Ltd. with respect to the Order under Division 12 of Part 3 of the *Community Charter*, SBC 2003, c 26 (the "*Charter*") in relation to 2954 Canyon Road, made by the Regional District's Council on May 24, 2016.

Pursuant to section 78 of the *Charter*, this is our client's request for reconsideration of May 24, 2016 Order.

Our client seeks the reconsideration of the Order on the basis that the extreme measure of demolishing the property is not necessary and that our client is actually taking active steps to remediate the property, as well as on procedural grounds.

With respect to the concerns expressed by the Regional District about the condition of the property, since our client was contacted by the Regional District of Nanaimo's by-law enforcement department in relation to the April 2016 staff direction that the property required remediation, the property has been:

- substantially cleaned up (landscaping, removal of debris, removal of graffiti);
- secured (the property line has been fenced, the cistern covered over, and plywood affixed to the inside of the wall covering all windows);

Page 2

- reviewed by Eva Kozikowska, a designer at Oracle Interiors Ltd. in Vancouver, BC; and,
- examined by Sharat Chande, a structural engineer at Kontrol Engineering Ltd. in Burnaby, BC.

We anticipate being able to provide further information about our client's plans to restore and renovate the building at the June 14, 2016 Council meeting.

The procedural issues affecting the validity of the May 24, 2016 Order, include without limitation:

- Our client was not properly notified of the April 14, 2016 staff direction alleging that the property was a nuisance within the meaning of section 74 of the *Charter*;
- Our client was not properly notified of the May 24, 2016 meeting;
- When our client became aware of the May 24, 2016 meeting, it advised the Regional District of their intention to retain legal counsel and that they would require an adjournment to do so. However, our client was not afforded an opportunity to seek legal counsel nor was our client provided the opportunity to seek an adjournment of the meeting so that it could do so;
- In contrast to the April 14, 2016 staff direction that indicated that the Regional District of Nanaimo considered the property to be a "nuisance" within the meaning of section 74 of the *Charter*, the Notice of Hearing indicated that there would be a determination that the property was in a "hazardous condition" within the meaning of section 73 of the *Charter*;
- The Notice of Hearing did not include a copy of the Staff Report which appears to have been a key factor in the Council's decision;
- The Notice of Hearing did not include a copy of the motion that was to be considered by Council at the meeting with respect to the property;
- The Staff Report
 - failed provide sufficient detail or evidence to enable Council to determine whether or not the property "is in or creates an unsafe condition or the matter or thing contravenes the Provincial building regulations" within the meaning of section 73 of the *Charter*;
 - mischaracterized the efforts of our client to comply with the April 2016 staff direction as to remediate the property; and
 - included information from a period prior to our client's ownership of the property to the prejudice of our client.

Page 3


- The fact that our client had been in communication with the Regional District of Nanaimo's planning department prior to the meeting to discuss the remediation of the building and our client's future plans for the property was not disclosed to Council;
- The May 24th meeting was the first time our client learned that the resolution being recommended by staff and considered by Council was that the building be demolished, rather than simply remediated; and
- There was no evidence in the Staff Report or presented at the May 24th meeting to establish that the property represented a "significant risk to health or safety" within the meaning of section 79 of the *Charter* and that our client's time to comply with the order should be abridged.

Our client reserves the right to bring appropriate proceedings to challenge the validity of the May 24, 2016 Order depending on the outcome of the June 14, 2016 meeting. We note that our client's request to Council to reconsider the May 24th Order is being made on a without prejudice basis to our client's right to challenge the validity of the Order based on the type of procedural issues outlined above.

Our client of course would far prefer to focus its efforts on properly remediating the property and restoring it to its former role as a functioning establishment, than on procedural disputes with the Regional District. We trust that the information provided by our client either on or before the June 14th meeting will satisfy the Regional District that there is no need to try insisting that our client proceed with the draconian step of demolishing the property, and that this matter will be able to be resolved between our client and the Regional District in a manner that satisfies both our client's and the Regional District's interests and without the need for any form of legal proceedings.

Yours truly,

COOK ROBERTS LLP

Per: 
John Adams
JCA/jad
Cc: client

Attachment No. 3
Response Letter



STEWART McDANNOLD STUART
Barristers & Solicitors

PH: 250.380.7744 | 2nd Floor, 837 Burdett Ave.
FX: 250.380.3005 | Victoria, BC V8W 1E3
logolaw@sms.bc.ca | www.sms.bc.ca

Email Transmission

June 10, 2016

File No.: 195 744

Email: jadams@cookroberts.bc.ca

Mr. John Adams
Cook Roberts LLP
7th Floor
1175 Douglas Street
Victoria, BC V8W 2E1

Dear Mr. Adams:

**RE: Remedial Action under the *Community Charter*
Cassidy Inn at 2954 Canyon Road**

We are the solicitors for the Regional District of Nanaimo in relation to the above-noted matter. Our client has provided to us a copy of your letter dated June 7, 2016. You have advised that you act for 0904255 BC Ltd. the owner of the property located at 2954 Canyon Road. You have requested on behalf of your client reconsideration under section 78 of the *Community Charter* of the Regional District's Board's decision made May 24, 2016 in relation to your client's property.

We acknowledge your request for reconsideration and provide to you a list of matters that Regional District staff will be presenting to the Regional Board at the hearing of the reconsideration on June 14, 2016. This letter will serve to advise you and your client that the reconsideration hearing will be treated as a trial de novo. Your client is permitted to present any and all evidence that it believes supports its position for consideration by the Regional District Board. The Regional District staff will present evidence to the Regional District Board that itemizes how the property and the building is in or creates an unsafe condition.

Please see attached to this letter that list.

In answer to a number of the items that you raise in your June 7, 2016 letter we provide the following. We refer you to the case of *Vernon (City) v. Sengottai* 2009 BCSC 70. This case addresses a number of the alleged problems you mention.

A letter dated April 14, 2016 was successfully couriered to the address shown on your client's Company Search as the registered company address. This address is also shown on the Land Title Search of your client's property at 2954 Canyon Road.

Mr. John Adams
June 10, 2016
Page 2

After a number of failed attempts to contact your client directly, the Regional District was able to locate a director of 0904255 BC Ltd., Manno Pawar. He returned a telephone call made by the Regional District on May 3, 2016 on May 4, 2016 and he was advised of the remedial action process in relation to his property. He indicated to the Regional District that he would email Regional District staff so that he could be contacted, however, Regional District staff did not receive Mr. Pawar's email address at that time. The Regional District attempted to contact Mr. Pawar a number of times over the following days. On May 17, 2016 the Regional District was able to make contact with Mr. Pawar and he indicated that he would like to develop the property, the Regional District staff advised him to contact the Planning Department and that he needed to act with urgency. Notice of the hearing of remedial action was emailed May 20, 2016 to the email address that had been provided by Mr. Pawar to the Regional District and Mr. Pawar attended the hearing on May 24, 2016.

Although initially the letter of April 14, 2016 referred to your client's property as a nuisance under section 74, following that report, new information was made available to the Regional District through the RCMP, the Fire Chief and the Bylaw Enforcement Officers of activities occurring at the abandoned building and of the unsafe conditions of or created at the property under section 73 of the *Community Charter*. Your client was notified of this verbally by the Regional District on May 4, 2016 and that Regional District staff would be recommending that the building be demolished.

Yours truly,

STEWART McDANNOLD STUART



Per:
Kathryn Stuart*

KS/kt
Enclosure
*Law Corporation

Attachment No. 4 Unsafe Conditions

2954 Canyon Road – Former Cassidy Inn Unsafe Conditions – Structure and Property

The subject property has been inspected by RDN staff on several occasions. The following is a compilation of identified safety issues resulting from these inspections with corresponding photos. This overview also contains fire department observations and concerns.

Reviewers:

- Brian Brack – Bylaw Enforcement Officer
- Jack Eubank – Bylaw Enforcement Officer
- Jerry Schaefer – Registered Building Official, RDN Building Inspection Services

General Safety Issues

- Numerous trip and fall hazards throughout building and grounds
- Holes in floors, walls and ceilings
- Overhead hazards, pipes, wires, ceiling tiles, boards throughout building
- Existing mold and moisture issues
- Broken window glass throughout building
- Jagged, broken glass in window frames, broken porcelain throughout building
- Window and doors inadequately secured
- Fuel tank adjacent to building
- High probability that various building materials contain asbestos and other hazard materials

Structural Observations

- Second story fire escape stairs are dilapidated and unsafe for use.
- Combustible demolition materials piled in numerous locations throughout the building
- Fall hazard to exterior of building on upper floor
- All exterior entrances unsafe, uneven ground, structurally unsound and compromised safety for railings, stair treads and guards
- Numerous inadequately supported structural elements i.e. beams, floor joists etc
- Interior stairwells are structurally compromised, have obstructed paths of travel, and inadequate handrails and guards.
- Extensive makeshift bracing attempts indicates an acknowledgement of a failing structure

Fire Safety Observations

- There is significant evidence from RDN staff and police observations, that the building has been illegally used by persons for sleeping and general habitation
- No fire separations in building
- Age, size and design of building would lead to rapid fire spread should a fire break out

2954 Canyon Road

- Fire spread potential is greatly increased because of removal of building finishes and removal of floor, wall and ceiling finishes.
- Third floor is accessed only by an unsafe interior stairwell, no secondary egress, this is where the mattress is located and appears to be where vagrants have been living and sleeping
- Majority of windows are broken/missing and would contribute to the rapid spread of fire
- The majority of interior finishing materials are combustibile materials
- The top two floors are fully exposed shiplap floors, walls and ceilings
- No operational smoke or fire alarms
- No water or hydro
- No sprinkler system
- No operational emergency lighting

Property Safety and Security

- Exposed Cistern ground openings containing unknown possibly contaminated water(sewage?)
- Exposed openings present a hazard to people.
- Owner has attempted to secure ground openings by laying sheets of plywood over top of openings.
- Owner has erected a construction fence around the building. Staff observed that the fence can be breached with relative ease by removing hinge pins or by accessing part of fence not fastened by pins.
- Owner has placed plywood over some door and window openings. Staff observed that the plywood can be removed with relative ease, as evident on previous occasions.

Fire Department Observations

- Building is adjacent to main BC Hydro lines
- Building is adjacent to major highway
- Building is close to occupied residences and commercial buildings (restaurant, rest stop)
- Risk of rapid fire spread due to condition of the abandoned building.
- Interface wildfire concerns due to large number of trees and heavy foliage on and adjacent to the property.
- Firefighting would be defensive only, no entry into building because of safety concerns

**Attachment No. 5
Order**

**ORDER UNDER DIVISION 12 OF PART 3
OF THE COMMUNITY CHARTER**

The Board of the Regional District of Nanaimo pursuant to Regional District of Nanaimo Regulation B.C. Reg. 194/91 Division 12 of Part 3 of the *Community Charter* hereby resolves that:


1. MOVED Director McPherson, SECONDED Director Bestwick, that the building on the property legally described as Lot 1, Section 3, Range 8, Cranberry District, Plan 15453 (2954 Canyon Road) creates an unsafe condition pursuant to Section 73(1) of the *Community Charter*.
2. MOVED Director McPherson, SECONDED Director Thorpe, that the Board directs the Owner of the property, pursuant to Section 72 of the *Community Charter*, to undertake remedial action in accordance with the attached Order within fourteen (14) days or the work will be undertaken by the Regional District of Nanaimo or its agents at the owner's cost.

Remedial action: *Fill in or cover and secure all ground openings,
Demolish and remove the building*

AND BE IT FURTHER RESOLVED that the Bylaw Enforcement Officer of the Regional District of Nanaimo BE AND IS HEREBY AUTHORIZED in default of such remedial measures being undertaken by the owner within fourteen (14) days, to carry out or have such work carried out and the expense charged to the owner. If unpaid on December 31st in the year in which the work is done, the expense shall be added to and form part of the taxes to be paid on the real property as taxes in arrears or be collected as a debt.

Dated at the City of Nanaimo, BC, this 24th day of May, 2016

Certified a true copy this 25th day of May, 2016



Corporate Officer

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JUNE 14, 2016 AT 6:30 PM IN THE
RDN BOARD CHAMBERS**

In Attendance:

Director J. Stanhope	Chairperson
Director A. McPherson	Electoral Area A
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director W. Veenhof	Electoral Area H

Also in Attendance:

D. Trudeau	Interim Chief Administrative Officer
G. Garbutt	Gen. Mgr. Strategic & Community Development
J. Harrison	Director of Corporate Services
J. Hill	Mgr. Administrative Services
J. Holm	Mgr. Current Planning
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

ELECTORAL AREA PLANNING COMMITTEE MINUTES

Minutes of the Regular Electoral Area Planning Committee meeting held Tuesday, May 10, 2016.

MOVED Director Veenhof, SECONDED Director Rogers, that the minutes of the Regular Electoral Area Planning Committee meeting held Tuesday, May 10, 2016, be adopted.

CARRIED

COMMUNICATIONS/CORRESPONDENCE

Kerry & Jessica Hoop, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G').

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Kerry & Jessica Hoop regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area 'G') be received.

CARRIED

Norman & Cindy Cawthra, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’).

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Norman & Cindy Cawthra regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’) be received.

CARRIED

Lindy England, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’).

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Lindy England regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’) be received.

CARRIED

Rob and Catherine Baker, re Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’).

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Rob and Catherine Baker regarding Subdivision Application File No. 2015-00748 (Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’) be received.

CARRIED

Peggy Aikman, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Peggy Aikman regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’, be received.

CARRIED

Richard Hampton, re Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Richard Hampton regarding the request for relaxation of the minimum 10% perimeter frontage requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’, be received.

CARRIED

Don Reiffenstein and Jackie Rollans, re Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Don Reiffenstein and Jackie Rollans regarding Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’, be received.

CARRIED

Doug Dickson, re Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.

MOVED Director Veenhof, SECONDED Director Young, that the correspondence from Doug Dickson regarding Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’, be received.

CARRIED

DEVELOPMENT PERMIT

Development Permit and Site Specific Floodplain Bylaw Exemption Application No. PL2016-051 – 85 Blackbeard Drive, Electoral Area ‘H’.

MOVED Director Veenhof, SECONDED Director Young, that Development Permit Application No. PL2016-051 and request for a site specific floodplain bylaw exemption to permit the construction of a dwelling unit be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

DEVELOPMENT VARIANCE PERMIT

Development Variance Permit Application No. PL2016-091 – Island Highway West, Electoral Area ‘H’.

Rachel Hamling, Fern Road Consulting Ltd., spoke in support of the application.

MOVED Director Veenhof, SECONDED Director Rogers, that Development Variance Permit No. PL2016-091 to reduce the watercourse setback for a retaining wall be approved subject to the conditions outlined in Attachments 2 to 3.

CARRIED

MOVED Director Veenhof, SECONDED Director Rogers, that staff be directed to complete the required notification.

CARRIED

DEVELOPMENT PERMIT WITH VARIANCE

Development Permit with Variance Application No. PL2016-054 – 1675 Admiral Tryon Boulevard, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance No. PL2016-054 to permit the construction of a riprap revetment on the subject property be approved subject to the conditions outlined in Attachments 2 to 4.

CARRIED

MOVED Director Veenhof, SECONDED Director Young, that staff be directed to complete the required notification

CARRIED

Development Permit with Variance Application No. PL2016-063 – 2140 Pauls Road, Electoral Area ‘A’.

MOVED Director McPherson, SECONDED Director Veenhof, that Development Variance Permit No. PL2016-063 to reduce the minimum setbacks from a watercourse from 18.0 metres to 5.5 metres to permit the legalization of the siting and additions to the existing dwelling unit on the subject property be approved subject to the conditions outlined in Attachments 2 and 3.

CARRIED

MOVED Director McPherson, SECONDED Director Veenhof, that staff be directed to complete the required notification.

CARRIED

Development Permit with Variance Application No. PL2016-088 – 1701 Admiral Tryon Boulevard, Electoral Area ‘G’.

MOVED Director Veenhof, SECONDED Director Young, that Development Permit with Variance Application No. PL2016-088 to permit the construction of a riprap type revetment on the subject property be approved subject to the conditions outlined in Attachments 2 to 3.

CARRIED

MOVED Director Veenhof, SECONDED Director Young, that staff be directed to complete the required notification.

CARRIED

Chair Stanhope passed the Chair to Director Rogers.

OTHER

Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in relation to Subdivision Application No. PL2015-036 – 2320 Kaye Road, Electoral Area ‘G’.

MOVED Director Stanhope, SECONDED Director Veenhof, that the request to relax the minimum 10% perimeter frontage requirement for the proposed remainder of Lot 178 and proposed Lot 1, in relation to Subdivision Application No. PL2015-036, be approved subject to issuance of subdivision compliance being conditional on registration, at the applicant's expense, of a Section 219 Covenant on the property title to prohibit the following uses on the proposed Lot 1: Extraction Use, Log Storage and Sorting Yard, Primary Processing, Agriculture and Silviculture.

CARRIED

ADJOURNMENT

MOVED Director Veenhof, SECONDED Director Young, that this meeting be adjourned.

CARRIED

TIME: 6:52 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON
TUESDAY, JUNE 14, 2016 AT 7:04 PM IN THE
RDN BOARD CHAMBERS

In Attendance:

Director W. Veenhof	Chairperson
Director C. Haime	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Rogers	Electoral Area E
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director B. McKay	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Hong	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director W. Pratt	City of Nanaimo
Alternate	
Director D. Brennan	City of Nanaimo
Alternate	
Director G. Fuller	City of Nanaimo
Director M. Lefebvre	City of Parksville
Director T. Westbroek	Town of Qualicum Beach

Regrets:

Director I. Thorpe	City of Nanaimo
Director B. Yoachim	City of Nanaimo

Also in Attendance:

D. Trudeau	Interim Chief Administrative Officer
R. Alexander	Gen. Mgr. Regional & Community Utilities & Solid Waste
G. Garbutt	Gen. Mgr. Strategic & Community Development
T. Osborne	Gen. Mgr. Recreation & Parks
J. Harrison	Director of Corporate Services
W. Idema	Director of Finance
D. Pearce	A/Director of Transportation and Emergency Planning
J. Hill	Mgr. Administrative Services
C. Golding	Recording Secretary

CALL TO ORDER

The Chairperson called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

DELEGATIONS

Rob Williams and Bill Campbell, French Creek Residents' Association, re Support for Purchase of Epcor French Creek Water Services.

Rob Williams and Bill Campbell provided information on the benefit of public ownership of water utilities, results of the survey sent by the French Creek Residents' Association to Epcor customers and asked for the Board's support in pursuing the purchase of Epcor Water services in French Creek.

COMMITTEE OF THE WHOLE MINUTES

Minutes of the Committee of the Whole meeting held Tuesday, May 10, 2016.

MOVED Director Stanhope, SECONDED Director Houle, that the minutes of the Committee of the Whole meeting held May 10, 2016, be adopted.

CARRIED

COMMUNICATION/CORRESPONDENCE

Ladies Auxiliary, Royal Canadian Legion Branch #211, re Funding Request – Community Works Fund.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from the Ladies Auxiliary, Royal Canadian Legion Branch #211, regarding a funding request from the Community Works Fund be received.

CARRIED

Leigh Campbell, Qualicum Bay-Horne Lake Waterworks District, re Infrastructure Planning Grant Program.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Leigh Campbell, Qualicum Bay-Horne Lake Waterworks District, regarding the Infrastructure Planning Grant Program be received.

CARRIED

Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forum with Snaw-Naw-As First Nation - Approval in Principle.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Danyta Welch, Union of BC Municipalities, regarding the 2016/17 (Spring) Regional Community to Community Forum with Snaw-Naw-As First Nation - Approval in Principle be received.

CARRIED

Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forum with Snunemuxw First Nation - Approval in Principle.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Danyta Welch, Union of BC Municipalities, regarding the 2016/17 (Spring) Regional Community to Community Forum with Snunemuxw First Nation - Approval in Principle be received.

CARRIED

Lynne W. Brookes, Arrowsmith Naturalists, re Preservation of Hamilton Marsh for our Watershed, Wildlife and Community.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Lynne Brookes, Arrowsmith Naturalists, regarding the preservation of Hamilton Marsh for our watershed, wildlife and community be received.

CARRIED

Peter Fassbender, Minister of Community, Sport and Cultural Development, re Meeting requests for the 2016 UBCM Convention in Victoria.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Peter Fassbender, Minister of Community, Sport and Cultural Development, regarding meeting requests for the 2016 Union of BC Municipalities Convention in Victoria be received.

CARRIED

Mary Polak, Minister of Environment, re Changes now in effect for *Water Sustainability Act*.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Mary Polak, Minister of Environment, regarding changes now in effect for the *Water Sustainability Act* be received.

CARRIED

Doug Anastos, TELUS, re Radiocommunication Antenna Facility, 1421 Sunrise Drive, Electoral Area 'G'.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from Doug Anastos, TELUS, regarding a radiocommunication antenna facility at 1421 Sunrise Drive, in Electoral Area 'G' be received.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the correspondence from James Lettic, Nanoose Bay Activities & Recreation Society, regarding a Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2 be received.

CARRIED

UNFINISHED BUSINESS

Annual Special Electoral Area Planning Committee and Town Hall Meetings in Electoral Areas.

MOVED Director McPherson, SECONDED Director Young, that consideration of annual Special Electoral Area Planning Committee and Town Hall meetings in Electoral Areas be deferred until the July 12, 2016 Committee of the Whole meeting.

CARRIED

CORPORATE SERVICES

INFORMATION TECHNOLOGY

Crown Land GPS Trail Data Collection.

Staff provided a presentation on the GPS collection of trail data on Crown Land within the Regional District of Nanaimo.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the Board approve the reallocation of GIS Department staff resources to collect and publish on-line GPS trail information for recreational use trails on Crown Land in Regional District of Nanaimo Electoral Areas.

CARRIED

FINANCE

2015 Annual Financial Report (Audited Financial Statements), Board and Committee Member Remuneration/Expenses and Statement of Financial Information.

MOVED Director Stanhope, SECONDED Director Rogers, that the 2015 Annual Financial Report, Statement of Board and Committee Members Expenses and Remuneration and the Statement of Financial Information be received and approved as presented.

CARRIED

Fire Department Radio Repeater System Improvements.

MOVED Director Houle, SECONDED Director Stanhope, that the Board provide a letter of endorsement for the plan from Island Communications Ltd. to install a repeater on Mount Benson and back-up equipment on Cottle Hill to improve radio coverage for fire departments located within Regional District of Nanaimo boundaries.

CARRIED

MOVED Director Houle, SECONDED Director Stanhope, that the Board approve the release of \$20,000 of funds held in the District 68 E911 Service Reserve Fund.

CARRIED

Operating Results for the Period Ending March 31, 2016.

MOVED Director McPherson, SECONDED Director Pratt, that the summary report of financial results from operations to March 31, 2016 be received for information.

CARRIED

A Bylaw to Amend the Requisition Limit for the Southern Community Search and Rescue Contribution Service – Bylaw No. 1552.

MOVED Director Houle, SECONDED Director Lefebvre, that "Southern Community Search and Rescue Contribution Service Amendment Bylaw No. 1552.02, 2016" be introduced and read three times.

CARRIED

Bow Horn Bay Fire Services Operational Bylaw No. 1743.

MOVED Director Stanhope, SECONDED Director Young, that "Bow Horn Bay Fire Protection Service Operations Bylaw No. 1743, 2016" be introduced and read three times.

CARRIED

MOVED Director Stanhope, SECONDED Director Young, that "Bow Horn Bay Fire Protection Service Operations Bylaw No. 1743, 2016" be adopted.

CARRIED

STRATEGIC AND COMMUNITY DEVELOPMENT

BUILDING AND BYLAW

Large Scale Open Burning in the Regional District of Nanaimo.

MOVED Director Hong, SECONDED Director Kipp, that the report on large scale open burning in the Regional District of Nanaimo (RDN) be received for information.

CARRIED

RECREATION AND PARKS

RECREATION

Ravensong Aquatic Centre Lease Amendment and Renewal.

MOVED Director Stanhope, SECONDED Director Westbroek, that the Board approve the Ravensong Aquatic Centre Lease Amendment and Renewal document as attached as Appendix II.

CARRIED

REGIONAL AND COMMUNITY UTILITIES

WATER AND ASSET MANAGEMENT

Arrowsmith Water Service (AWS) & Englishman River Water Service (ERWS) Joint Venture Agreement Renewal.

MOVED Director Lefebvre, SECONDED Director Stanhope, that the Board approve the Arrowsmith Water Service (AWS) Joint Venture Agreement and authorize the Regional District of Nanaimo Board Chair and Corporate Officer to sign the agreement on behalf of the Regional District of Nanaimo.

CARRIED

MOVED Director Lefebvre, SECONDED Director Stanhope, that the Board approve the Englishman River Water Service (ERWS) Joint Venture Agreement and authorize the Regional District of Nanaimo Board Chair and Corporate Officer to sign the agreement on behalf of the Regional District of Nanaimo.

CARRIED

Support Letter – Georgia Basin Inter-Regional Education Initiative.

MOVED Director McPherson, SECONDED Director Rogers, that the Board direct staff to provide a letter supporting the Partnership for Water Sustainability in BC in their request to the Province for a 5-year funding commitment towards the Georgia Basin Inter-Regional Education Initiative.

CARRIED

ADVISORY, SELECT COMMITTEE AND COMMISSION

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

Minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, May 18, 2016.

MOVED Director McPherson, SECONDED Director Young, that the minutes of the Electoral Area 'A' Parks, Recreation, and Culture Commission meeting held Wednesday, May 18, 2016 be received for information.

CARRIED

Community Works Fund for Snuneymuxw Sport Court.

MOVED Director McPherson, SECONDED Director Young, that the Regional District of Nanaimo enter into the Contribution Agreement as provided in Attachment I that provides up to \$300,000 in Electoral Area 'A' Community Works Funds to Snuneymuxw First Nation for use in the capital upgrade of the lacrosse box (sport court) located on Nanaimo River I.R. #4 in exchange for community use access as per the terms of the Agreement.

CARRIED

District 69 Recreation Commission.

Minutes of the District 69 Recreation Commission meeting held Thursday, May 19, 2016.

MOVED Director Fell, SECONDED Director Young, that the minutes of the District 69 Recreation Commission meeting held Thursday, May 19, 2016 be received for information.

CARRIED

GRANTS

MOVED Director Fell, SECONDED Director Young, that the Board approve the following District 69 Youth Recreation Grant applications:

Youth Organization

Bard to Broadway - Performing Arts Education Series	1,590
Bard to Broadway - Summer Youth Theatre Workshop	380
Errington War Memorial Hall Association - World Music Youth Camp	1,050
District 69 Family Resource Association - youth sports/music program	2,400
District 69 Family Resource Association - 4-days summer camp activity	563
Kwalikum Secondary School - Dry Grad	1,200
Ravensong Breakers Aquatic Club - equipment	2,200
Total	\$9,383

CARRIED

MOVED Director Fell, SECONDED Director Houle, that the Board approve the following District 69 Community Recreation Grant applications:

Community Organization

Arrowsmith Community Recreation Association - Coombs Candy Walk	1,000
Bow Horne Bay Community Club - Fall Fair children's activity	1,200
Corcan Meadowood Residents' Association - Halloween event	1,200
Corcan Meadowood Residents' Association - Canada Day event	800
Family Resource Association - Special Needs Family Retreat	1,200
Kidfest Society - event rentals	1,200
Nanoose Bay Activities and Recreation Society and Arrowsmith Community Recreation Association – pickle ball equipment	576
Parksville Qualicum Pickle Ball Club - equipment	1,000
Qualicum Beach Community Education and Wellness Society - Root Bag program	800
Qualicum Beach Elementary School PAC - play space	1,200
Tri-Athletics Society - pool rental	1,200
Vancouver Island Opera	1,500
Total	\$12,876

CARRIED

Ravensong Aquatic Centre Expansion Update Report.

MOVED Director Fell, SECONDED Director Westbroek, that the Ravensong Aquatic Centre Expansion Update report be received for information and that the Board direct staff to develop a timeline, budget and process that includes stakeholder input, public consultation, facility amenity refinements, and District 69 Recreation Commission review for the potential expansion of the aquatic facility.

CARRIED

Recreation Services 2016 Master Plan for the Oceanside Area (District 69) Report.

MOVED Director Fell, SECONDED Director Westbroek, that the Board approve the terms of reference to undertake a Recreation Services Master Plan for the Oceanside Area (District 69) shown in Appendix I and a Request for Proposals be issued for project consultant services.

CARRIED

Grants-in-Aid Advisory Committee.

Minutes of the Grants-in-Aid Advisory Committee meeting held Thursday, May 19, 2016.

MOVED Director Young, SECONDED Director Lefebvre, that the minutes of the Grants-in-Aid Advisory Committee meeting held Thursday, May 19, 2016 be received for information.

CARRIED

District 68 Grant Approvals.

MOVED Director Young, SECONDED Director Lefebvre, that the Board award District 68 Grants-in-Aid funds as follows:

Gabriola Arts Council – rental of a tent, theatre lighting, sound equipment, port-a-potties, marketing, distribution and advertising for the Gabriola Theatre Festival.	\$0.00
Gabriola Community Hall Association – to purchase 2 sets of Carpet Bowling equipment.	\$0.00
Gabriola Rod, Gun and Conservation Club – sound abatement materials for the Club’s Tait Road Range.	\$2,398.46
Scouts Canada Camp Caillet – purchase of an Automatic Defibrillator (AED) and mounting case.	\$2,280.54
Total	\$4679.00

CARRIED

District 69 Grant Approvals.

MOVED Director Young, SECONDED Director Lefebvre, that the Board award District 69 Grants-in-Aid funds as follows:

Corcan-Meadowood Residents Association – four sets of 8 solar / battery powered walkway lights and 4 solar / battery / hand crank operated lanterns.	\$761.52
Errington Co-operative Preschool – outdoor equipment.	\$950.00
Lighthouse Community Centre Society – interior hall lighting, 10 tables and 60 chairs for the hall, dolly’s for chair storage, photocell and lamps for exterior lighting.	\$4,900.00
Oceanside Stroke Recovery Society – aphasia software upgrade for 4 computers.	\$2,000.00
Royal Canadian Legion, Branch 211 Ladies Auxiliary – replacement of dishwasher in Legion kitchen.	\$4,726.48
Total	\$13,338.00

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

Rob Williams and Bill Campbell, French Creek Residents' Association, re Support for Purchase of Epcor French Creek Water Services.

MOVED Director Stanhope, SECONDED Director Lefebvre, that the Board direct staff to prepare a report regarding the options and implications related to potential acquisition of the Epcor Water System.

CARRIED

Ladies Auxiliary, Royal Canadian Legion Branch #211, re Funding Request – Community Works Funds.

MOVED Director Houle, SECONDED Director Lefebvre, that staff be directed to develop an agreement with the Ladies Auxiliary, Royal Canadian Legion Branch #211, to provide for the transfer of up to \$50,000 of Electoral Area 'H' Community Works Funds for kitchen upgrades at the Bowser Legion.

CARRIED

Qualicum Bay-Horne Lake Waterworks District re Infrastructure Planning Grant Program.

MOVED Director Houle, SECONDED Director Kipp, that the Board direct staff to apply for an Infrastructure Planning Grant, on behalf of the Qualicum Bay-Horne Lake Waterworks District, to request funding of up to \$10,000 for the creation of a Well and Aquifer Protection Plan.

CARRIED

Correspondence from Danyta Welch, UBCM, re 2016/17 (Spring) Regional Community to Community Forums with Snaw-Naw-As First Nation and Snuneymuxw First Nation - Approvals in Principle.

MOVED Director Houle, SECONDED Director Kipp, that staff be directed to engage with Snaw-Naw-As First Nation and Snuneymuxw First Nation with regard to organizing a Community-to-Community Forum with each First Nation to discuss topics of mutual interest.

CARRIED

TELUS, re Radiocommunication Antenna Facility, 1421 Sunrise Drive, Electoral Area 'G'.

MOVED Director Stanhope, SECONDED Director Fell, that the Regional District of Nanaimo send correspondence to Innovation, Science and Economic Development Canada reaffirming that concurrence has been rescinded for the telecommunication antenna system proposed for 1421 Sunrise Drive and that it is the expectation of the Regional District of Nanaimo, for reasons cited in previous correspondence, that Innovation, Science and Economic Development Canada will consider the process at impasse.

CARRIED

James A. Lettic, Nanoose Bay Activities & Recreation Society, re Community Works Fund Contribution Agreement (NBARS:RDN) – Phase 2.

MOVED Director Rogers, SECONDED Director Young, that staff be directed to develop an agreement with the Nanoose Bay Activities & Recreation Society to provide for the transfer of up to \$107,500 of Electoral Area 'E' Community Works Funds to complete parking lot paving and related work, and signage projects as identified in the correspondence from the society.

CARRIED

NEW BUSINESS

2016 UBCM Convention Meeting Requests.

MOVED Director Houle, SECONDED Director Young, that staff be directed to make appointments at the upcoming 2016 Union of BC Municipalities Convention with the Minister of Transportation and Infrastructure and the Minister of Community, Sport and Cultural Development in regard to Bylaw No. 799.09 request for Inspector of Municipalities approval for the Regional District of Nanaimo to construct and maintain paths, trails and sidewalks within road allowances that are secured by way of permit, licence or lease from the Province of British Columbia.

CARRIED

Director's Roundtable.

Directors provided updates to the Board.

IN CAMERA

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

CARRIED

TIME: 8:36 PM

ADJOURNMENT

MOVED Director Houle, SECONDED Director Lefebvre, that this meeting be adjourned.

CARRIED

TIME: 8:58 PM

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1552.02

**A BYLAW TO AMEND THE SEARCH AND
RESCUE CONTRIBUTION SERVICE**

WHEREAS the Board of the Regional District of Nanaimo established by Bylaw No. 1552, 2008 the Southern Community Search and Rescue Contribution Service;

AND WHEREAS the Board wishes to amend the requisition limit of the service to provide additional resources for search and rescue organizations in District 68;

NOW THEREFORE the Board of the Regional District of Nanaimo in open meeting assembled enacts as follows:

The "Southern Community Search and Rescue Service" is hereby amended as follows:

1. By deleting Section 7. Maximum Requisition and substituting the following:

Maximum Requisition

7. The maximum amount that may be requisitioned for this service shall be:
 - (a) The sum of fifty three thousand seven hundred and ten dollars (\$53,710); or
 - (b) The product obtained by multiplying the net taxable value of land and improvements within the service area by a property tax value rate of \$.0031 cents per thousand dollars of assessment.
2. This bylaw may be cited as "Southern Community Search and Rescue Contribution Service Amendment Bylaw No. 1552.02, 2016".

Introduced and read three times this ____ day of June, 2016.

Adopted this _____ day of _____, 2016.

CHAIRPERSON

CORPORATE OFFICER

REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1743

A BYLAW TO ESTABLISH RULES
FOR THE ADMINISTRATION AND REGULATION
OF FIRE PROTECTION WITHIN THE
BOW HORN BAY FIRE PROTECTION SERVICE

WHEREAS by Section 294 of the *Local Government Act*, the Board has all necessary powers to do anything incidental or conducive to the exercise or performance of any power, duty or function conferred on a board or regional district;

AND WHEREAS under Section 303 of the *Local Government Act* a Board may by bylaw, make rules respecting the authority of the fire chief and deal with any matter within the scope of the *Fire Services Act* in a manner not contrary to that Act or the regulations under it;

AND WHEREAS the Board of the Regional District of Nanaimo deems it necessary to make rules for the provision, operation and administration of the service established for fire protection, prevention and suppression and the provision of assistance in response to other classes of circumstances that may cause harm;

NOW, THEREFORE, the Board of the Regional District of Nanaimo in open meeting assembled enacts as follows:

1. **Citation**

This bylaw may be cited as the "Bow Horn Bay Fire Protection Service Operations Bylaw No. 1743, 2016".

2. **Interpretation**

In this bylaw unless the context otherwise requires:

"Apparatus" means any vehicle provided with machinery, devices, equipment or materials for the purpose of fire protection and assistance response as well as vehicles used to transport fire fighters or supplies.

"Building Code" means the Building Regulations of British Columbia as amended from time to time.

"Equipment" includes any hoses, tools, contrivances, devices or materials used by the fire department to combat an Incident.

"Fire Chief" means the Fire Chief of the Fire Department or his/her authorized agent.

"Fire Code" means the National Fire Code of Canada 2005 adopted as the British Columbia Fire Code or such other code as may be from time to time designated as the British Columbia Fire Code pursuant to the *Fire Services Act*).

“Fire Protection” means all aspects of fire safety including, but not limited to, fire prevention, fire fighting or suppression, pre-planning, fire investigation, public education and information, training or other staff development and advising and response to Incidents.

“Fire Department” means a fire department operating within the Service Area under the direction of a Society that by contract with the Regional District provides Fire Protection within the Service Area.

“Incident” includes fire prevention and suppression and attending fires for the purpose of containment and extinguishment of a fire and to provide assistance to persons and animals; and other classes of emergency as follows:

- (a) explosion or risk of explosion;
- (b) flood, tempest, earthquake, landslide, tidal wave or other natural event;
- (c) building collapse
- (d) motor vehicle or other accident;
- (e) spill, release or leak or risk of spill, release or leak of a substance capable of injuring property or the health and safety of a person;
- (f) an emergency declared by the Regional District under Section 295 of the *Local Government Act* or as otherwise declared under the *Emergency Program Act*;
- (g) first response to medical emergencies;
- (h) rescue operations;
- (i) responses under authorized mutual aid agreements

“Member” means a person that is so designated in accordance with the rules established for the selection and appointment of Members by an operating Society providing Fire Protection services under contract to the Regional District.

“Mutual Aid Services” means assistance response pursuant to an agreement between the Regional District and another public authority.

“Occupier” includes a person having a right to use land or a building under a license or permit.

“Officer” means a Member that is so designated in accordance with the rules established for the selection and appointment of Officers by a Society providing Fire Protection services under contract to the Regional District and who is given specific authority to assist the Fire Chief in his/her duties.

“Public Fire Hydrant” means a fire hydrant operated and maintained by the Province, a regional district, a municipality, an improvement district or a Society or a fire hydrant located on:

- (a) a public highway or right of way;
- (b) provincial, regional district, municipal or improvement district property; or

- (c) an easement or statutory right of way in favour of the Province, a regional district, municipality or improvement district for the purpose of installing and maintaining the water distribution system.

“Regional District” means the Board of the Regional District of Nanaimo or any committee or commission established by the Board of the Regional District of Nanaimo with responsibility for fire services matters.

“Service” means the service of fire protection and assistance response established by Regional District of Nanaimo Bylaw No. 1385 and all subsequent amendments.

“Service Area” means the boundaries of the Service(s) established under Regional District of Nanaimo Bylaw(s) No. 1385 and all subsequent amendments.

“Society Board” means a society incorporated under the laws of British Columbia and in good standing, having as its purposes fire protection and suppression and response to other classes of incidents.

3. **Jurisdiction**

(1) A Fire Department shall not respond beyond the boundaries of the Service Area:

- (a) without the express authorization of a written contract or agreement providing for the supply of fire fighting and assistance response services outside the boundaries of the Service Area; or
- (b) without the express authorization of the Regional District; or
- (c) unless an emergency is declared under Section 295 of the *Local Government Act* or under the *Emergency Program Act*.

4. **False Representation**

(1) No person who is not a Member shall represent himself or herself as being a Member.

5. **Authority of Fire Department Members**

(1) Officers and Members shall carry out duties and responsibilities assigned by the Society Board in accordance with its agreement with the Regional District.

6. **Fire Chief**

(1) The Fire Chief is authorized to:

- (a) administer this bylaw;
- (b) act as the Local Assistant to the Fire Commissioner, if so approved by the Fire Commissioner and be responsible for the enforcement of the Fire Code.

- (c) organize or establish programs and policies designed to inform the public or specified classes of the public, on matters regarding fire safety, use of flammable materials, prevention, containment or suppression of fires or other circumstances that may cause harm to persons or property and escape from fires or other classes of circumstances that may cause harm to persons or property;
- (d) enter onto any land or premises during normal business hours or at any other reasonable time to inspect conditions which may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire subject to (e) below;
- (e) the right of entry under 7(3)(i) with respect to private property is subject to the provisions of Section 16 (5) of the Community Charter which requires any of the following:
 - (a) the Occupier of private property consents;
 - (b) the Fire Chief or the Regional District has given the Occupier at least 24 hours written notice of the entry and the reasons for it;
 - (c) the entry is made under the authority of a warrant under this or another Act;
 - (d) the person exercising the authority has reasonable grounds for believing that failure to enter may result in a significant risk to the health or safety of the Occupier or other persons;
 - (e) the entry is for the purpose to inspect and determine whether all regulations, prohibitions and requirements are being met in relation to this bylaw.
- (f) make orders or take measures to ensure that flammable material is:
 - (a) removed from land or premises;
 - (b) removed to another part of land or premises;
 - (c) rendered harmless or suitably safeguarded against fire by requiring the placement and maintenance of barricades or the posting of "No Admittance" signs or the placement of locks on doors or windows or any combination of these;
- (g) order the demolition of buildings, structures or improvements or the destruction and clearing of materials, vegetation or debris to prevent the spreading of fire.

7. Conduct at Incidents

- (1) The Fire Chief or in his or her absence, the senior ranking Officer or Member present, shall have control, direction and management of all Fire Department apparatus, equipment or personnel assigned to an Incident and where the Member is in charge, he/she shall continue to act until relieved by a senior Officer.
- (2) No person shall in any way obstruct or interfere with any Member of the Fire Department or any other person assisting or acting under the direction of the Fire Chief or Member in charge at any Incident.

- (3) Where the Fire Chief or Member in charge at an Incident is of the opinion that there is imminent and serious danger to life or property, or that panic is imminent in an emergency arising from an Incident, he or she is authorized to do one or more of the following:
- (a) order or cause people to be removed from a building or an area;
 - (b) order or cause the evacuation of a building or area;
 - (c) call upon a peace officer to assist and to provide security to an evacuated area;
 - (d) obtain assistance from other persons as he or she considers necessary or advisable in order to discharge his or her duties and responsibilities under this bylaw
 - (e) make one or more orders or take one or more steps he or she considers necessary or advisable to remove a hazard or risk;
 - (f) establish lines marked by tape, rope, guards, barricade or similar means;
 - (g) request persons who are not Members to assist in whatever manner he or she considers necessary to deal with the Incident, including removing furniture, goods and merchandise from any building on fire or in danger of catching fire and in guarding and securing a building, in demolishing a building structure at or near the fire or other Incident;
 - (h) assume control of privately owned equipment that he/she considers necessary to deal with an Incident without the consent of the owner;
 - (i) enter onto or order Fire Department Members to enter onto any property or into any premises and damage, break up, remove or destroy any part or parts of any premises including any buildings, structures, improvements or vegetation on any premises, when the Fire Chief or Member in charge at an Incident is of the opinion that there is imminent and serious danger to life or property arising from a fire, fire hazard or risk of explosion;
- (4) The Fire Chief or the Member in charge at an Incident is authorized during the Incident to enter, pass through or over buildings or property adjacent to an Incident and to cause Members of the Fire Department, Apparatus or Equipment of the Fire Department to enter or pass through or over buildings or property, where he or she considers it necessary or advisable to gain access to the Incident or to protect any person or property.
- (5) No person shall, except with the permission of the Fire Chief or the Member in charge at an Incident, be permitted to enter any burning building or structure, or within the lines established by the Fire Chief or the Member in charge which are marked by tape, rope, guards, barricades or similar means .
- (6) No person shall drive, push or pull a vehicle of any kind over Fire Department Equipment without the permission of the Fire Chief or the Member in charge at an Incident.
- (7) No person shall damage, destroy, obstruct or interfere with, impede or obstruct or interfere with the operation of any Fire Department Apparatus or Equipment.

- (8) No person shall place or maintain any object or matter on a sidewalk or highway which interferes with free access or approach to any Public Fire Hydrant, or Stand Pipe or cistern or body of water required for designated for firefighting purposes, for a distance of 7.6 metres (25 feet) on either side of the hydrant, standpipe, cistern or body of water.

8. Parking Prohibited

No person shall park or leave a vehicle within 7.6 meters (25 feet) of a Public Fire Hydrant or Standpipe.

9. Open Flames Prohibited

- (1) Where, in the opinion of the Fire Chief, open flames may create a fire, risk of fire or explosion hazard, the Fire Chief may prohibit open flames in a building used for public assembly purposes including but not limited to a theatre, public hall, assembly hall, dance hall, school auditorium, skating rink, arena, or place used for public amusement, sport or public assembly or any structure or open space in which combustible materials are handled, stored, manufactured or sold.
- (2) Where, in the opinion of the Fire Chief, open flames should be prohibited to prevent a fire, risk of fire or explosion hazard, he or she may give notice in writing to require the owner or Occupier as the case may be, of premises identified in 9(1) to post suitable signs that open flames are prohibited in or about such premises or buildings and the owner or Occupier of the premises as the case may be shall prohibit open flames as ordered.
- (3) For the purposes of this section an open flame shall include the flame from a lighter, candle, sparkler, lighted stick or flame of any kind which is not enclosed in a shade or other non-combustible guard.

10. Maintenance of Premises

- (1) An owner or Occupier of real property in the Service Area shall remove any matter or thing in or about any building or structure, which, in the opinion of the Fire Chief, is a fire hazard or increases the danger of fire.
- (2) An owner or Occupier of real property which is an unoccupied or abandoned building or structure shall secure the building against entry by unauthorized persons.
- (3) No owner or Occupier of any building or structure shall allow any paper, wood, debris or other combustible rubbish or material to accumulate within or around a building or structure or upon the roof of the building or structure, which could contribute to or cause a fire or a risk of fire to buildings or other property.
- (4) Subsection 3 does not apply to:
 - (a) firewood in reasonable amounts having regard to the firewood needs of the owner or Occupier of the building or structure

- (5) Any person who makes, uses or has charge of shavings, paper bags, litter or other combustible material shall, at the close of each day, ensure that they are safely stored or disposed of so as to be safe from fire.
- (6) No person, in that part of any building where there is an accumulation of hay, straw, shavings or other readily flammable material, or liquids, shall smoke, or have in their possession any lighted pipe, cigar or cigarette, shall not light or carry any open flame or light not enclosed in a shade or other non-combustible guard.
- (7) No person shall deposit any ashes or allow any ashes to be deposited or remain:
 - (a) in any combustible container;
 - (b) on the floor of any building; or
 - (c) in any metallic container which is within 300 mm (12 inches) of any woodwork or any other combustible material.
- (8) No person shall deposit, or allow or cause to be deposited, any paper, straw, hay, shavings or other combustible or flammable material or thing, in or among any ashes or other materials or things taken from any stove, furnace, or fireplace.
- (9) No person shall keep any waste, rags, papers, or other substance liable by spontaneous combustion to cause fire, except in a container made of metal or other non-combustible material and with an air-tight top or lid of the same type of material.

11. **Public Fire Hydrants**

An owner of a Public Fire Hydrant or Standpipe shall keep the Hydrant or Standpipe in good working order, clearly identify the location of the Hydrant or Standpipe, and keep the Hydrant or Standpipe clear of ice, snow, shrubs, trees, structures and other obstructions. If said Hydrant or Standpipe is out of service for repair or not yet in service, it shall be wrapped in coloured plastic and taped closed to prevent access.

12. **Chimneys, Stovepipes, Flues, Furnaces**

- (1) No owner or Occupier of any building shall permit any chimney, stovepipe or flue to remain in any condition which may cause or create a fire hazard.
- (2) Every owner or Occupier of any building shall keep all openings in any chimney in such buildings, while such openings are not in use, closed by a proper stopper of metal or other non-combustible material.
- (3) Where he or she considers it necessary or advisable, the Fire Chief or his or her designate may examine any chimney, flue, fireplace, hearth, oven, furnace, heater, boiler, stove, stem-pipe, funnel or any other equipment deemed to be a fire hazard.

- (4) Where any chimney, flue, fireplace, hearth, oven, furnace, heater, boiler, stove, steam pipe, funnel or any other equipment is found to be a fire hazard or increases the danger of fire, the Fire Chief shall notify the owner or Occupier of the building of the condition and indicate the remedy and the time within which the condition shall be remedied.

13. **Fire Escapes**

- (1) Each storey above the ground floor of any building used as a school, hotel, duplex, multi dwelling unit building, personal care or care services building, resort condominium development or place of public assembly as those are defined in Bylaws No. 500 or Bylaw No. 1285 as amended from time to time and as the case may be, shall be provided by the owner with an adequate fire escape or adequate fire escapes, and the owner, and the Occupier, if any, shall maintain the same in good repair and condition.
- (2) No door to any exit leading to a fire escape in any building shall be closed or fastened except with a standard panic or exit bolt, which may be readily opened without the aid of a key or other device.

14. **Flammable Liquids**

- (1) Except as authorized in writing by the Fire Chief, no person shall store or keep flammable liquids except in a container that meets applicable regulatory standards.
- (2) Except in a place especially provided for the purpose and/or approved by the Fire Chief, it shall be unlawful for any person to keep, store or use any combustible or explosive or flammable compound, liquid or material in any part of a building used or maintained as a school, hotel, duplex, multi dwelling unit building, personal care or care services building, resort condominium development or place of public assembly as those are defined in Bylaws No. 500 or Bylaw No. 1285 as amended from time to time and as the case may be.

15. **Notices**

- (1) Where, in the opinion of the Fire Chief, any fire hazard condition exists or any unoccupied building or structure is not properly secured, the Fire Chief may give written notice to the owner or Occupier at their last known address or the address that appears on the registered title for the land or by posting a notice in a conspicuous place on the building, structure or premises.
- (2) In any notice under this section, the Fire Chief shall indicate the nature of the condition to be remedied, and the time within which the owner or Occupier must comply.

16. **Enforcement**

- (1) Any person who violates any provision of this bylaw commits an offence and is liable upon conviction to the penalties provided in the *Offence Act*.

- (2) Where any violation continues, each day of which it continues shall be deemed to be a separate violation for the purposes of prosecution under this bylaw.

17. **Repeal of Prior Bylaw**

“Regional District of Nanaimo “Bow Horn Bay Volunteer Fire Department Operations Bylaw No. 1401, 2004” is hereby repealed.

Introduced and read three times this ____ day of June, 2016.

Adopted this ____ day of June, 2016.

CHAIRPERSON

CORPORATE OFFICER



englishman river
WATER SERVICE

**MINUTES OF THE REGULAR MEETING OF THE
ENGLISHMAN RIVER WATER
SERVICE (ERWS) MANAGEMENT BOARD
HELD ON TUESDAY, MAY 10, 2016 AT 10:00AM
CITY OF PARKSVILLE FORUM**

Present:	J. Stanhope, Chair B. Rogers R. Alexander M. Lefebvre	Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo City of Parksville
Also Present:	L. Butterworth D. Comis V. Figueria M. Squire B. Luchtmeijer B. Weir M. Donnelly W. Idema G. St. Pierre R. Graves	City of Parksville City of Parksville City of Parksville City of Parksville Town of Qualicum Beach Town of Qualicum Beach Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Recording Secretary, RDN
Regrets:	S. Powell	City of Parksville

CALL TO ORDER

Meeting called to order at 10:25am.

DELEGATIONS

MINUTES

MOVED Director Lefebvre, SECONDED Director Rogers, that the minutes from the Englishman River Water Services Management Board held April 18, 2016, be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

DFO Fisheries Act Authorization, correspondence dated April 24, 2016.

MOVED Director Rogers, SECONDED Director Lefebvre, that the DFO *Fisheries Act* Authorization, correspondence dated April 24, 2016 be received.

REPORTS

ERWS Joint Venture Financial Statements Year Ended December 31, 2015.

MOVED Director Rogers, SECONDED Director Lefebvre, that the ERWS Joint Venture Draft Financial Statement be received and approved.

CARRIED

ERWS Joint Venture Agreement Extension Report

MOVED Director Rogers, SECONDED Director Lefebvre, that the Englishman River Water Service Management Board direct staff to prepare documents to renew the Englishman River Water Service Joint Venture Agreement and forward to the Joint Venture Partners for consideration.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

QUESTIONS

The Chair opened the floor to questions and comments, none received.

IN CAMERA

OTHER

NEXT MEETING

ADJOURNMENT

MOVED Director Lefebvre, SECONDED Director Rogers, that the meeting be adjourned.

CARRIED

*

M. Lefebvre, Chairperson



**MINUTES OF THE REGULAR MEETING OF THE
ARROWSMITH WATER SERVICE (AWS) MANAGEMENT BOARD
HELD ON TUESDAY, MAY 10, 2016 AT 10:00AM
CITY OF PARKSVILLE FORUM**

Present:	M. Lefebvre, Chair B. Luchtmeijer B. Rogers	City of Parksville Town of Qualicum Beach Regional District of Nanaimo
Also Present:	R. Alexander D. Comis M. Squire L. Butterworth V. Figueria B. Weir M. Donnelly W. Idema G. St.Pierre R. Graves	Regional District of Nanaimo City of Parksville City of Parksville City of Parksville City of Parksville Town of Qualicum Beach Regional District of Nanaimo Regional District of Nanaimo Regional District of Nanaimo Recording Secretary
Regrets:	S. Powell	City of Parksville

CALL TO ORDER

The Designate, Randy Alexander, called the meeting to order at 10:03am.

ELECTION OF CHAIRPERSON

The Designate called for nominations for the position of Chairperson for 2016.

Director Rogers nominated Director Lefebvre.

There being no further nominations, the Designate, declared Director Lefebvre as Chairperson of the Board for 2016.

DELEGATIONS

MINUTES

MOVED Director Luchtmeijer, SECONDED Director Rogers, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held December 9, 2015 be adopted.

CARRIED

MOVED Director Luchtmeijer, SECONDED Director Rogers, that the minutes of the regular meeting of the Arrowsmith Water Service Management Board held December 17, 2015 be adopted.

CARRIED

BUSINESS ARISING FROM MINUTES

COMMUNICATIONS/CORRESPONDENCE

UNFINISHED BUSINESS

REPORTS

AWS Joint Venture Financial Statements Year Ended December 31, 2015.

MOVED Director Rogers, SECONDED Director Luchtmeijer, that the AWS Joint Venture Draft Financial Statement be received and approved.

CARRIED

AWS Joint Venture Agreement Extension Report.

MOVED Director Rogers, SECONDED Director Luchtmeijer, that the Arrowsmith Water Service Management Board direct staff to prepare documents to renew the Arrowsmith Water Service Joint Venture Agreement and forward to the Joint Venture Partners for consideration.

CARRIED

Arrowsmith Dam and Reservoir Update.

M. Squire gave a brief update on the Arrowsmith Dam and Reservoir.

ADDENDUM

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

NEW BUSINESS

OTHER

QUESTIONS

The Chair opened the floor to questions and comments, none received.

NEXT MEETING

ADJOURNMENT

MOVED Director Rogers, SECONDED Director Luchtmeijer, that the meeting be adjourned.

CARRIED

Marc Lefebvre, CHAIRPERSON

REGIONAL DISTRICT OF NANAIMO

**MINUTES OF THE
REGIONAL PARKS AND TRAILS SELECT COMMITTEE MEETING
HELD ON TUESDAY JUNE 7, 2016
12:00 PM
(RDN COMMITTEE ROOM)**

Attendance: Director Haime, Chair, District of Lantzville
Director Houle, Electoral Area 'B'
Director Young, Electoral Area 'C'
Director Rogers, Electoral Area 'E'
Director Fell, Electoral Area 'F'
Director Stanhope, Electoral Area 'G'
Director Veenhof, Electoral Area 'H'
Director Westbroek, Town of Qualicum Beach
Director Lefebvre, City of Parksville
Director Thorpe, City of Nanaimo
Director Hong, City of Nanaimo
Director Pratt, City of Nanaimo

Staff: Tom Osborne, General Manager of Recreation and Parks
Dennis Trudeau, Interim Chief Administrative Officer
Wendy Idema, Director of Finance
Wendy Marshall, Manager of Park Services
Ann-Marie Harvey, Recording Secretary

Regrets: Director McPherson, Electoral Area 'A'
Director Yoachim, City of Nanaimo

CALL TO ORDER

Chair Haime called the meeting to order at 12:01pm.

DELEGATIONS

David and Patti Kirk – Parking at Benson Creek Fall Regional Park / Ammonite Falls

David Kirk and Patti Kirk presented their concerns and issues regarding parking on Creekside Place, Jameson Road and in the community park parking lot to access the Benson Creek Fall Regional Park Trail to Ammonite Falls. The delegation requested for an alternate access to the park, outside of a residential area be considered.

MOVED Director Young, SECONDED Commissioner Houle that the delegation be received.

CARRIED

MINUTES

MOVED Director Lefebvre, SECONDED Director Veenhof that the Minutes of the Regular Regional Parks and Trails Select Committee meeting held February 16, 2016 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES

COMMUNICATIONS/CORRESPONDENCE

MOVED Director Stanhope, SECONDED Director Veenhof that the following Communication/Correspondence be received:

B. Veenhof, RDN to Environment & Climate Change Canada, RE: Request for Legislative Amendments–Culled Migratory Birds

S. Poulin, Environment Canada to B. Veenhof, RDN, RE: Correspondence Received

T. Osborne, RDN to G. Adrienne, NALT RE: Memorandum of Understanding – Conclusion of Contribution Agreement

HR MacMillan/Grant Ainscough Arboretum Society, RE: Expanding the Boundaries of the Arboretum

B. Rogers, RDN to D. Lott, Moorecroft Stewardship Committee, RE: Fundraising

N. Doe, Gabriola Resident to T. Osborne, RDN, RE: Gabriola Marsh Trail Proposal

W. Marshall, RDN to N. Doe, Gabriola Resident, RE: Trail Development –Coats Marsh

A. Landry, GaLTT to W. Marshall, RDN, RE: Trail Building in Coats Marsh Regional Park

P. Jacobson – Arrowsmith Parks & Land-Use Council, to RDN RPTSC, RE: Hamilton Marsh Protection

L. Brookes, Arrowsmith Naturalists, to RDN Board, RE: Preservation of Hamilton Marsh

CARRIED

REPORTS

Presentation – Regional Parks Overview

Mr. Osborne gave a presentation of the Regional Parks and summarized each park's context.

Monthly Update of Community and Regional Parks and Trails Projects –Feb – Apr 2016

Ms. Marshall answered questions from the directors regarding items in the report.

MOVED Director Stanhope, SECONDED Director Veenhof that the Monthly Update of Community and Regional Parks and Trails Projects February-April be received.

CARRIED

Regional Park Management Plan for Fairwinds Lakes District –Enos Lake Protection & Monitoring Program

MOVED Director Rogers, SECONDED Director Veenhof that the Board approve the Regional Park Management Plan for the Fairwinds Lakes District with the submission of the Enos Lake Protection and Monitoring Program.

CARRIED

Morden Colliery Regional Trail – Nanaimo River Bridge Update

Director Thorpe, SECONDED Director Veenhof that the Board receive the update report on trail and bridge planning initiatives for the Morden Colliery Regional Trail.

CARRIED

Director Thorpe, SECONDED Director Veenhof that the Board allocate \$55,000 of the Regional Parks and Trails Capital Reserves to bridge development for the Morden Colliery Regional Trail so that a prerequisite hydro technical drilling assessment project can commence in the summer of 2016.

CARRIED

Moorecroft Regional Park Buildings Report

Director Rogers, SECONDED Director Lefebvre that the Board direct staff to remove Kennedy Hall and the Caretaker's Residence from Moorecroft Regional Park and that the Caretaker role be eliminated.

CARRIED

MOVED Director Rogers, SECONDED Director Lefebvre that the Board direct staff to complete a report on options for the placement and construction of a picnic shelter and toilet facilities at Moorecroft Regional Park.

CARRIED

BUSINESS ARISING FROM THE COMMUNICATIONS/CORRESPONDENCE/DELEGATONS

Parking at Benson Creek Fall Regional Park / Ammonite Falls

MOVE Director Young, SECONDED Director Houle that the Board direct staff to report on options to relieve parking congestion at Creekside Place and Jameson Road caused by public use of area to access the Benson Creek Falls Regional Park and the VIU woodlot.

CARRIED

Coats Marsh Regional Parks Trails

MOVED Director Houle, SECONDED Director Veenhof that the development of a trail from Stanley Road to Coats Marsh be postponed until other access routes are considered through the potential density transfer of lands and related land donation addition to 707 Community Park that is currently under review by Islands Trust.

CARRIED

NEW BUSINESS

Parcel Taxes Services Agreements

Mr. Osborne provided an overview of past Board reports and related resolutions on the establishment of the Regional Parks and Trails Parcel Tax.

Staff will bring forward a report to the Committee with various taxation options and updated financial information. Staff will also provide an update on current funding allocations related to the sports field and recreation services agreement as they were also considered by the RDN Board at the same time the parcel tax was implemented.

MOVED Director Lefebvre, SECONDED Director Veenhof that the Parcel Tax information be received.

CARRIED

Director Hong left the meeting at 1:35.

IN CAMERA

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

Time: 1:35pm

CARRIED

ADJOURNMENT

MOVED Director Lefebvre, SECONDED Director Rogers that the meeting be adjourned at 2:15pm.

CARRIED

Chairperson

TO: Wendy Marshall
Manager of Parks Services

DATE: May 27, 2016

FROM: Lesya Fesiak
Parks Planner

MEETING: RPTSC – June 7, 2016

FILE:

SUBJECT: Regional Park Management Plan for the Fairwinds Lakes District - Enos Lake Protection & Monitoring Program

RECOMMENDATION

That the Board approve the Regional Park Management Plan for the Fairwinds Lakes District with the submission of the Enos Lake Protection & Monitoring Program.

PURPOSE

To report on the completion of the Enos Lake Protection & Monitoring Program as an outstanding item for final Board approval of the Regional Park Management Plan for the Fairwinds Lakes District.

BACKGROUND

On June 23, 2015 the RDN Board approved the Management Plan for the Fairwinds Lakes District Regional Park (the Park Management Plan) in principal pending submission of the final Enos Lake Protection & Monitoring Program (ELPMP) by the developer, as required by the Phased Development Agreement (PDA). At that time, a draft of the ELPMP was undergoing revision following direction from the BC Ministry of Environment (MoE) and RDN Water and Utility Services. On April 8, 2016, the final draft of the ELPMP was completed by PGL Environmental Consultants on behalf of Seacliff Properties (the current owners of the Fairwinds Lakes District area) to the satisfaction of both the RDN and MoE. The completed ELPMP is attached to this report as Appendix I. The Management Plan for the Fairwinds Lakes District is attached as Appendix II.

The ELPMP was developed in accordance with the PDA and per the Integrated Stormwater Management Plan (ISMP) for the Fairwinds Lakes District. While the ISMP proposes mitigation of possible effects of future development on Enos Lake (a centrally located lake within the Lakes District area and the future Regional Park), the ELPMP provides a long-term monitoring framework for those potential effects. It includes: baseline water quality monitoring and assessment; support in the development of site specific Water Quality objectives based on Ministry of Environment protocols; and guidelines for invasive species management practices.

An overview of the ELPMP is provided in the Regional Park Management Plan under Section 4.3.3 with a recommendation for the RDN to work collaboratively with the developer of the Lakes District at the time of subdivision and development to support the management of Enos Lake according to the ELPMP (which is to be attached to the Park Management Plan as Appendix E upon completion). Enos Lake monitoring and invasive species management is to be completed by a Qualified Environmental Professional (QEP) on behalf of the developer during phased development (over six phases and approximately 20 years) and one year post development. Annual monitoring results are to be provided to the RDN and all relevant stakeholders.

ALTERNATIVES

1. That the Board approve the Regional Park Management Plan for the Fairwinds Lakes District with the submission of the Enos Lake Protection & Monitoring Program.
2. That the Board not approved the Regional Park Management Plan for the Fairwinds Lakes District with the submission of the Enos Lake Protection & Monitoring Program and that alternate direction be provided.

FINANCIAL IMPLICATIONS

The responsibility and cost for the monitoring and management of Enos Lake per the ELPMP will be borne by the developer during subdivision and neighbourhood build-out and one-year post construction (a period of roughly 20 years). There are, therefore, no imminent financial implications associated with Enos Lake protection and monitoring for the RDN. Future, long-term management of Enos Lake will be a collaborative effort between RDN Parks, RDN Water and Utility Services, Fairwinds (which will retain a Provincial license for water withdrawal from Enos Lake for golf course irrigation), and the Province. Any future costs assumed by RDN Parks will be funded through the Regional Parks operating budget.

STRATEGIC PLAN IMPLICATIONS

The Regional Park Management Plan for the Fairwinds Lakes District highlights the importance of continued regional collaboration for the successful development and stewardship of sensitive environments in the future Regional Park, including Enos Lake. The Enos Lake Protection & Monitoring Program (ELPMP) is an integral component of the Regional Park Management Plan, providing a long-term, collaborative monitoring framework for potential effects of future development on Enos Lake.

SUMMARY/CONCLUSIONS

On June 23, 2015 the Management Plan for the Fairwinds Lakes District Regional Park was approved in principal pending submission of the final Enos Lake Protection & Monitoring Program (ELPMP) by the developer. On April 8, 2016, the ELPMP was completed by the developer to the satisfaction of RDN staff and the Ministry of Environment. Staff request that the Regional Park Management Plan for the Fairwinds Lakes District receive final approval from the Board with the submission of the completed ELPMP.



Report Writer



Manager Concurrence



G.M. Concurrence



C.A.O. Concurrence

Appendix I – Enos Lake Protection & Monitoring Program

Fairwinds: Lake District
Nanoose Bay, BC

Enos Lake Protection & Monitoring Program



PREPARED FOR:

FW Enterprises Ltd. c/o Seacliff Properties
305 – 1788 W 5th Ave
Vancouver BC V6J 1P2

PREPARED BY:

PGL Environmental Consultants
#1200 – 1185 West Georgia Street
Vancouver, BC V6E 4E6

PGL File: 4675-01.01

Version History:

February 2015 – Draft issued for client and agency review
April 2015 – Final Copy – revised based on regulatory input
March 2016 – Revised Final Copy – additional regulatory input (summer 2016) and transfer to new client



solve and simplify

Table of Contents

1.0	Introduction.....	1
1.1	Enos Lake Overview.....	1
1.2	Background of the Enos Lake Protection and Monitoring Plan.....	2
	1.2.1 Relationship between ELPMP and ISMP.....	2
1.3	Program Objectives.....	3
1.4	Document Structure.....	3
1.5	Effects Pathways.....	4
1.6	Parameters of Interest.....	5
2.0	Monitoring History.....	6
2.1	Mixed Conditions - Overview.....	10
	2.1.1 <i>In Situ</i> Parameters.....	10
	2.1.2 Laboratory Parameters.....	11
2.2	Stratified Conditions - Overview.....	11
2.3	Baseline Conditions by Parameter.....	12
	2.3.1 Turbidity.....	12
	2.3.2 Dissolved Oxygen.....	13
	2.3.3 Conductivity.....	13
	2.3.4 Metals.....	13
	2.3.5 Phosphorus.....	14
	2.3.6 Nitrogen.....	15
	2.3.7 Chlorophyll <i>a</i>	15
	2.3.8 Total Organic Carbon.....	16
3.0	Water Quality Monitoring Program.....	17
3.1	Sampling Procedures.....	17
	3.1.1 Preparation.....	17
	3.1.2 Documentation.....	18
	3.1.3 Sample Collection.....	18
	3.1.4 Submission.....	20
3.2	Data Storage.....	20
3.3	Parameters and Sampling Program.....	21
4.0	Water Quantity.....	24
5.0	Invasive Species Management Practices.....	24
6.0	Program Management and Deliverables.....	25

6.1	Program Leadership	25
6.2	Data Collection and Management	25
6.3	Reporting	26
6.4	Informing Management Decisions	26
6.5	Summary: Deliverables and Schedule	27
7.0	Conclusion	29
8.0	References	30

LIST OF TABLES

Table 1-1. Overview of Effect Pathways Linking Community Development and Water Quality. 4
Table 2-1. Summary of Water Quality Sampling at Enos Lake Since 2006 Source: AquaTerra (2006–2014), MacDonald Environmental Services Ltd. [MESL] (2013), and Raw Data Provided by MOE and Friends of Enos Lake. Sites are mapped on Figure 1..... 7
Table 2-2. Thermal difference between surface sample (0.5m) and deep sample (~11m), at the deep portion of Enos Lake: 2006 – 2013. [Based on data from AquaTerra (2006) through AquaTerra (2013), and raw data provided by MOE] 10
Table 2-3. Summary of baseline turbidity data for surface samples at Enos Lake. Based on data from AquaTerra, 2014. 12
Table 2-4. Metals Baseline Results for Enos Lake Monitoring..... 14
Table 2-5. Summary of baseline Phosphorus concentrations (surface water samples; based on data from AquaTerra, 2014) 15
Table 2-6. Baseline data for Chlorophyll a (surface samples only; based on data from AquaTerra, 2014 and MOE raw data) 16
Table 3-1. Summary of Water Quality Monitoring Program for Enos Lake 23
Table 6-1. Summary of actions and deliverables for ELPMP implementation 28

LIST OF FIGURES

Figure 1 Enos Lake Monitoring Locations

LIST OF APPENDICES

Appendix 1 Proposed ELPMP Monitoring Schedule by Year and by Parameter

List of Acronyms

COSEWIC	-	Committee on the Status of Endangered Wildlife in Canada
EIA	-	Environmental Impact Assessment (PGL, 2010)
ELPMP	-	Enos Lake Protection and Monitoring Program
ISMP	-	Integrated Stormwater Management Plan (KWL, 2013)
MOE	-	BC Ministry of Environment
MESL	-	MacDonald Environmental Services Ltd.
MWLAP	-	BC Ministry of Water, Land, and Air Protection
O&G	-	Oil & grease
PAH	-	Polycyclic aromatic hydrocarbons
PDA	-	Phased Development Agreement
PGL	-	PGL Environmental Consultants
QEP	-	Qualified Environmental Professional
RISC	-	Resource Inventory Standards Council
RDN	-	Regional District of Nanaimo
TOC	-	Total Organic Carbon
ToR	-	Terms of Reference
TSS	-	Total suspended solids

1.0 INTRODUCTION

Enos Lake is a small lake in a mostly undeveloped area of the Fairwinds Community located in Nanoose Bay, BC. The Enos Lake Protection and Monitoring Plan (ELPMP) outlines the tasks to monitor and inform the efforts to protect the ecology of the lake during future phases of development.

PGL Environmental Consultants (PGL) initially prepared this ELPMP on behalf of Fairwinds Community & Resort, and subsequently for FW Enterprises Ltd. (Fairwinds, or "the developer"). It is to be submitted to the Regional District of Nanaimo (RDN) as part of the developer's obligations under the Phased Development Agreement (PDA).

Earlier versions of this document were circulated for comment by the RDN and the BC Ministry of Environment (MOE) in February 2015 and April 2015. This iteration of the report has been updated and substantially revised, based on input from those parties. Of particular note, the monitoring program has been redesigned to meet the recommendations provided by RDN¹ in a letter dated July 7, 2015. As recommended by RDN, numerous parameters have been removed from the previous proposal, and the number of monitoring sites decreased. Conversely, the sampling frequency and intensity has been increased for the remaining parameters.

1.1 Enos Lake Overview

Enos Lake has a surface area of 18ha, with a watershed area of approximately 235ha. Within the watershed, 12ha has been previously developed with predominantly low-density residential housing. As part of the ongoing build-out of the Fairwinds community, another 86ha are scheduled for future development as the "Lakes District". This development is expected to occur over 10 to 20 years. Almost half of the watershed is designated for conservation and passive recreational uses, and will remain undeveloped as a public park.

Streams draining to the lake are minor: most are seasonal drainages that run dry in the summer. The lake discharges through its outlet at the north end to Enos Creek. The outlet has a weir structure to maintain water levels. The weir was installed in 1956, after which the lake was used as a community water source for a period. The weir and original dam were upgraded in 1994. The lake also has water licences for storage and irrigation that are in place for use by the Fairwinds golf course. The lake has thus been subject to water withdrawals since 1956, though from 1987 onwards this has been strictly seasonal use for golf course irrigation. The lake is no longer used for drinking water.

As is typical for lakes in BC, Enos Lake is monomictic, meaning that it is thermally stratified in the summer (cooler water with increasing depth) and is otherwise well mixed².

Enos Lake was home to an endangered stickleback species pair: the Enos Lake Benthic and Limnetic Threespine Stickleback pair (Committee on the Status of Endangered Wildlife in Canada [COSEWIC], 2012). Previously two distinct species, this pair now exists as an inter-breeding

¹ Letter from Randy Alexander, RDN, to Russel Tibbles, Fairwinds, Re: Enos Lake Monitoring Protection and Monitoring Program (sic)

² During very cold years when lake water temperatures fall below 4°C, thermal stratification may occur in winter, which would render Enos Lake "dimictic".

hybrid population. Recovery of two distinct populations does not appear possible and there are no habitat protection provisions in the most recent COSEWIC report (COSEWIC, 2012)³. The species pair previously had scientific value but was not commercially or culturally significant.

Aside from the stickleback pair, there are no other fish species confirmed to be present in Enos Lake⁴.

1.2 Background of the Enos Lake Protection and Monitoring Plan

As part of the RDN approvals process, the Lakes District Neighbourhood Plan was subject to an Environmental Impact Assessment (EIA) (PGL, 2010). The EIA identified a number of potential effects from the development on the ecological integrity of Enos Lake. In addition to several mitigation measures to protect the lake, the EIA recommended that monitoring of the lake be conducted, as directed by the ELPMP. The need for an ELPMP was subsequently recognized in the Lakes District Neighbourhood Plan.

The Terms of Reference (ToR) for the ELPMP are set out in Schedule "BB" to the Phased Development Agreement between the RDN and the developer for the Lakes District and Schooner Cove neighbourhoods. The ToR was developed as part of an extensive public consultation process which also included input from the RDN and BC MOE.

Baseline water-quality data have been collected over several years, as described in Section 2.0. These data provide the foundation for ongoing monitoring of the lake

1.2.1 Relationship between ELPMP and ISMP

The management of stormwater from the development is a specific area of focus for environmental mitigation, as recommended in the EIA. Management of potential effects due to stormwater runoff (drainage patterns and contaminants) will be managed as per the Integrated Stormwater Management Plan (ISMP) (KWL, 2013). The ISMP includes a host of monitoring activities to ensure the plan is effective in its objectives. More generally, other potential pathways for development to impact Enos Lake require a monitoring program to achieve the general environmental protection objectives, hence the ELPMP.

Thus, the ELPMP and the ISMP are separate programs, but are related in that they both function to monitor aquatic health of the Enos Lake watershed. The ELPMP is primarily focused on water *quality* of the lake, whereas the ISMP is primarily focused on water *quantity* (both in the lake in runoff to the lake), although considerations for turbidity in stormwater runoff will also require consideration in the ISMP.

³ The genetic introgression of the two individual species into a hybrid population led some preliminary conclusions that these two species are extinct (Rosenfeld, 2008). The most recent COSEWIC assessment ultimately determined that it is possible some genetically pure individuals may still exist, hence the "endangered" categorization, but the same document concludes that "morphological and genetic evidence strongly indicates that Enos Lake sticklebacks now occur as a single hybrid swarm, and no longer satisfy the definition of a distinct species". Re-establishment of the two individual species does not appear possible (COSEWIC, 2012).

⁴ The lake was stocked with trout in 1948, and in theory this species may still persist. Anecdotally, our understanding is this species has not been observed in recent times. Given the extensive recent sampling work for stickleback, it stands to reason that trout would have been captured in this work, if the species is present. There is virtually no spawning habitat for trout in this watershed and many past stocking programs in BC failed to create self-sustaining populations.

Ultimately, the ELPMP is also an effectiveness-monitoring tool for the ISMP (see Section 1.3), and it may provide feedback for stormwater management or monitoring. For instance, a number of water-quality parameters in the lake may be affected by changes to stormwater. If changes to water quality are noted through the ELPMP, the overseeing Qualified Environmental Professional(s) (QEP) may need to investigate if the changes could be linked to stormwater management. If the change can be attributed to stormwater-management practices (e.g., ineffective retention of hydrocarbons or suspended sediment), then adapted management practices may be recommended within the ISMP. Or, if the ISMP at that time is not currently providing the appropriate data to perform that investigation, then recommendations may be made to adapt the monitoring practices of the ISMP.

1.3 Program Objectives

The **primary objectives** of the ELPMP are as follows, based on the ToR (PGL, 2013; Schedule BB of the Phased Development Agreement):

- a) Monitor the effectiveness of the ISMP relative to significant changes to the water quality and/or quantity in Enos Lake; and
- b) Inform decisions regarding water management, as required.

The general management objective for Enos Lake is to maintain current (pre-development) water quality and to avoid eutrophication. Thus the ELPMP focuses primarily on potential eutrophication with periodic assessments of contaminants such as metals and hydrocarbons.

1.4 Document Structure

As outlined in the ToR, development of the ELPMP has involved (a) compilation and review of past historical environmental monitoring data for Enos Lake, and (b) detailed design of a sampling program, including selection of key monitoring parameters and targets. These are defined as follows:

- **Parameter:** a measurable property of the water, which can be used as an indicator for water quality (for example: Nitrogen concentration, temperature, pH, etc.); and
- **Target:** The specific value of a given parameter that will trigger a follow-up response, if applicable. Water quality targets were determined based on review of the baseline data, and in consideration of biological setting and overall management objectives for the lake. Actions to be taken in the event that a measured parameter exceeds the target will be determined and proposed by the QEP overseeing the monitoring program.

Due to database size, the full set of raw historical baseline data is not provided in this document. However, baseline data were screened for completeness and analyzed to compare to regulatory water-quality guidelines, as summarized herein. Analysis and presentation of baseline data will continue to be used as point of reference once operational monitoring begins.

This document provides the framework of the ELPMP, specifically including the following:

- Introduction and parameters of interest (Section 1);
- Monitoring history and existing data (Section 2);

- Water Quality (Section 3):
 - What parameters will be monitored and how;
 - Where and when sampling will be conducted; and
 - When and how data will be reviewed, stored, and analyzed.
- Water Quantity (Section 4):
 - Monitoring for changes to timing and magnitude of flow events through stormwater management.
- Biological Parameters (Section 5):
 - Avoidance and detection measures for invasive species.
- Program Management and Deliverables (Section 6)
 - Who will be responsible for what, and during various phases;
 - How results will be communicated to stakeholders; and
 - How results will be used for management decisions.

1.5 Effects Pathways

The general context of the ELPMP is to detect changes in water quality/lake ecology as a result of land development and expanded activity in the watershed. To that end, it is important to review the potential effects pathways that could lead to environmental change.

Residential land development and related recreational land use create relatively well understood and manageable effects pathways. The EIA (PGL, 2010) suggests parameters of interest, and these are included in the commonly accepted pathways for interaction summarized in Table 1-1. Each of these can also act in synergy with each other, and/or have chain-reaction consequences on lake ecology. Note that these are potential interaction pathways, and avoidance or mitigation measures are designed to reduce the magnitude and/or likelihood of actual effect pathways. The ISMP, for instance, estimates pollutant removal efficiencies from a rain garden of 15 to 95% (KWL, 2013).

Table 1-1. Overview of Effect Pathways Linking Community Development and Water Quality.

Activity	Parameters Potentially Affected
Residential pesticide or herbicide use, and resulting runoff	Highly dependent on pesticides used
Land clearing and landscaping, general construction, and stormwater runoff	Light penetration, organic or chemical inputs, and total suspended solids (TSS). Loss of riparian vegetation shading may lead to water temperature changes
Wastewater and fertilizer	Phosphorus, nitrogen
Industrial water use	Water levels, and related physical parameters (e.g., temperature, clarity)
Recreational use in and around the Lake	Hydrocarbons ^a , invasive species introductions
Stormwater planning and runoff controls	Quantity and timing of runoff; pollutants in runoff from land-based activities.
Road construction and use	Salt content, TSS, organic nutrients, light penetration, hydrocarbons

^aUpland activities only. No motorized boats are allowed on Enos Lake.

1.6 Parameters of Interest

The EIA and subsequent ToR identified that some common effects pathways in Table 1-1 provide obvious candidate parameters of concern that are most likely to be influenced by anthropogenic activity, and/or can be biological indicators of adverse change. However not all parameters are easily monitored, and in some cases it can be preferable to monitor an indirect indicator (e.g., turbidity field measurements in lieu of TSS laboratory measurements). Furthermore, unnecessary redundancy may be reduced if accepted proxies are available to represent multiple effect pathways.

The MOE provides direct guidance on developing a list of monitoring parameters, in "*Guidelines for Designing and Implementing a Water Quality Monitoring Program in British Columbia*" (Resource Inventory Standards Council [RISC], 1998). The rationale for the recommendations follow the same logical flow as the EIA effect-pathway summary from Table 1-1, and is reflected in Section 2 of the ToR.

RISC (1998) suggests the following parameters as a starting point for a monitoring program where road building and urban development⁵ are involved:

- Turbidity;
- Suspended sediments;
- Dissolved oxygen;
- Conductivity;
- Oil & grease [O&G] (mineral⁶);
- Polycyclic aromatic hydrocarbons (PAHs);
- Metals;
- Coliform bacteria;
- Phosphorus;
- Nitrogen;
- Invertebrates; and
- Chlorophyll *a*.

This parameter list, either directly or indirectly, covers many but not all of the potential effects pathways identified for the Fairwinds development. For instance, the lake is subject to changes in water levels due to the exercise of water licences currently in place, and water levels in the lake are directly tied to the quantity and quality of aquatic habitat. The ISMP (Table 15 of KWL, 2013) identifies this concern and proposes collection of automated daily water level data. Thus, a list of additional candidate focal points and a brief rationale includes:

- Total organic carbon (TOC). This includes carbon sources from natural processes (e.g., decaying organic matter, metabolic activity) but also synthetic sources such as fertilizers or detergents. Community development has the potential to influence TOC.
- Hydrology: quantity and timing of water movement. Lake level management for regulated water licences, as well as stormwater management in developed areas, has the potential to alter the amount of water and the timing of water entering or exiting Enos Lake. Parameters

⁵ Sewage treatment and effluent discharge into Enos Lake is not a component of the Fairwinds residential development. Sewage from the proposed community would discharge into a sewage treatment plant and subsequently to the ocean.

⁶ The mineral distinction removes natural oils and greases (e.g. vegetable oils, animal fats) from the analysis.

falling under this category include water level in the lake, and an array of summary flow statistics to convey inflow and outflow from the numerous small streams in the watershed.

- Temperature. Water levels or changes in shading can have temperature effects on the lake, which can then have cascading effects on the ecosystem. Temperature at time of sampling is also necessary to interpret a number of the other monitoring parameters.
- Invasive plant and animal species. Development tends to increase the likelihood of invasive species establishment. "Hitchhikers" on boats or waders, escapes due to aquarium or ornamental pond species, and/or intentional releases of non-native plant or animal species are common pathways. In this case "parameters" for potential monitoring are actually species.

2.0 MONITORING HISTORY

Enos Lake has been studied and monitored for decades by various parties and under various approaches, with the primary focus having been an endangered species-pair of sticklebacks. Structured water quality monitoring with specific consideration for future residential build-out began in earnest in 2006. Work has primarily been carried out by QEPs on behalf of Fairwinds, with additional data collected by the MOE and "Friends of Enos Lake", a volunteer group. All data through 2014 have now been centralized⁷ and are summarized in Table 2-1. All site locations are shown in Figure 1.

⁷ Similar data were collected in spring and autumn 2015.

Table 2-1. Summary of Water Quality Sampling at Enos Lake Since 2006 Source: AquaTerra (2006–2014), MacDonald Environmental Services Ltd. [MESL] (2013), and Raw Data Provided by MOE and Friends of Enos Lake. Sites are mapped on Figure 1.

Site	UTM (10U, NAD83) ^a		Description	Parameters and Dates	Depth ^b
	Easting	Northing			
SWMP-01	416252	5458943	Southern portion of Enos Lake. Inlet.	<ul style="list-style-type: none"> • 2006–2014: Metals, nutrients, physical parameters. • Mixed conditions: November 13, 2007, October 20, 2008, November 13, 2009, December 20, 2010, November 14, 2011, March 1, 2013, and December 3, 2013. • Stratified conditions: September 15, 2006, April 13, 2007, April 24, 2008, April 20, 2009, May 3, 2010, May 9, 2011, and August 27, 2012. 	<ul style="list-style-type: none"> • 2006–2012: Profiles for field parameters, surface for laboratory parameters. • 2013 - 2014: Surface water and deep water for laboratory parameters, and ongoing profiles for field parameters.
SWMP-02	415993	5459113	40m southwest of the raised marsh (island), mid-lake. Deep area.	<ul style="list-style-type: none"> • 2006–2008: Metals, nutrients, physical parameters. September 15, 2006, April 13, 2007, November 13, 2007, April 24, 2008, and October 20, 2008. • 2009–2014: Temperature, pH, conductivity, ORP, dissolved oxygen. April 20, 2009, November 13, 2009, November 13, 2009, May 3, 2010, December 20, 2010, May 9, 2011, November 14, 2011, August 27, 2012, March 1, 2013, and December 3, 2013. 	<ul style="list-style-type: none"> • Profiles for field parameters, surface only for laboratory parameters.
SWMP-03	415803	5459374	300m north of the raised marsh (island) near deepest part of lake. Deep area.	<ul style="list-style-type: none"> • 2006–2014: Metals, nutrients, physical parameters. • Mixed conditions: November 13, 2007, October 20, 2008, November 13, 2009, December 20, 2010, November 14, 2011, March 1, 2013, and December 3, 2013. • Stratified conditions: September 15, 2006, April 13, 2007, April 24, 2008, April 20, 2009, May 3, 2010, May 9, 2011, and August 27, 2012 	<ul style="list-style-type: none"> • 2006–2012: Profiles for field parameters, surface for laboratory parameters. • 2013 - 2014: Surface water and deep water for laboratory parameters, and ongoing profiles for field parameters.
SWMP-04	415497	5459797	North edge of Enos Lake, near the dam. Outlet.	<ul style="list-style-type: none"> • 2006–2014: Metals, nutrients, physical parameters. • Mixed conditions: November 13, 2007, October 20, 2008, November 13, 2009, December 20, 2010, November 14, 2011, March 1, 2013, December 3, 2013. • Stratified conditions: September 15, 2006, April 13, 2007, April 24, 2008, April 20, 2009, May 3, 2010, May 9, 2011, August 27, 2012 	<ul style="list-style-type: none"> • 2006–2012: Profiles for field parameters, surface for laboratory parameters. • 2013 - 2014: Surface water and deep water for laboratory parameters, and ongoing profiles for field parameters.

Site	UTM (10U, NAD83) ^a		Description	Parameters and Dates	Depth ^b
SWMP-05	415628	5459598	Southeast edge of the deep portion of Enos Lake. Deep portion.	<ul style="list-style-type: none"> • 2006–2007: Spring and autumn samples for temperature, dissolved oxygen. September 15, 2006, April 13, 2007, and November 13, 2008. • 2008–2014: Added pH, conductivity, ORP. April 24, 2008, October 20, 2008, April 20, 2009, November 13, 2009, May 3, 2010, December 20, 2010, May 9, 2011, November 14, 2011, August 27, 2012, March 1, 2013, December 3, 2013. 	• Profiles.
SWMP-06	416425	5458804	Southern tip of the lake where wetland drains to lake. Inlet.	<ul style="list-style-type: none"> • 2007–2008: Turbidity and TSS (laboratory). November 13, 2007, April 24, 2008. • 2008–2014: Added field measurement of temperature, pH, conductivity, ORP, dissolved oxygen. October 20, 2008, April 20, 2009, November 13, 2009, May 3, 2010, December 20, 2010, May 9, 2011, November 14, 2011, August 27, 2012, and March 1, 2013. 	• Surface only.
WET-1	416692	5458607	Wetland area southeast of Enos Lake	<ul style="list-style-type: none"> • 2007–2014: Turbidity and TSS. • As strictly surface samples, stratification is irrelevant; sampling was conducted: 13 November 13, 2007, 14 April 14, 2008, 20 October 20, 2008, 20 April 20, 2009, 13 November 13, 2009, May 3, 2010, December 20, 2010, May 9, 2011, November 14, 2011, August 27, 2012, March 1, 2013, and December 3, 2013. 	• Surface.
EL-01	415946	5569266	150m north of the raised marsh (island), near the lake nadir. Deep portion.	<ul style="list-style-type: none"> • 2011: Weekly temperature and Secchi depth, August and September. • 2012: Weekly temperature and Secchi depth through summer (early June through to mid-September). • 2013: Weekly temperature, Secchi depth, dissolved oxygen and conductivity, June 13 through September 25. 	• Profiles.

Site	UTM (10U, NAD83) ^a		Description	Parameters and Dates	Depth ^b
EL-02 ^c	415764	5459411	350m north of the raised marsh (island), over the nadir. Deep portion.	<ul style="list-style-type: none"> • Early March 2009, and mid-February 2011 and 2012: Samples for metals, nutrients, temperature, colour, dissolved oxygen, ORP, conductivity, pH (MOE sampling). • 2011: Weekly temperature and Secchi depth, August and September; • 2012: surface samples for phytoplankton and zooplankton (mid-February) • 2012: Weekly temperature and Secchi depth through summer (early June to mid-September). • 2013: Weekly temperature, Secchi depth, dissolved oxygen and conductivity (mid-June to late-September). 	<ul style="list-style-type: none"> • March 2009 and February 2011 and 2012: One deep/one shallow for laboratory parameters, profiles for field parameters. • 2011–2013 weekly sampling: Profiles. • Phytoplankton and zooplankton, Feb 2012: surface only (0.5m).
EL-03	415648	5459557	150m southeast of the lake outlet/dam. Deep portion.	<ul style="list-style-type: none"> • 2011: Weekly temperature and Secchi depth, August and September. • 2012: Weekly temperature and Secchi depth through summer (early June to mid-September). • 2013: weekly temperature, Secchi depth, dissolved oxygen and conductivity (mid-June to late September). 	<ul style="list-style-type: none"> • Profiles.
E272798	415856	5459313	Northwest half of the lake, approximately 200m northwest of the raised marsh (island). Deep portion.	<ul style="list-style-type: none"> • August 2008: One-time sample for alkalinity, nutrients. 	<ul style="list-style-type: none"> • Surface only.

^aActual sample locations may vary +/- 10m from year to year.

^bSurface only, combination of deep/shallow water, or full depth profiles at approx. 1m intervals.

^cThis site also includes the MOE site EL275383, as the locations overlap.

With the exception of extremely cold winters, Enos Lake is monomictic, meaning that from autumn through to early spring the water is generally fully mixed, but from mid-spring through summer there is temperature-driven stratification of the lake into an epilimnion (well-mixed upper layer) and hypolimnion (well-mixed lower layer), separated by a thermocline (narrow mixing zone of rapid temperature change). Lake mixing is integral to the limnology and drives seasonal changes in water quality parameters. Water quality monitoring must therefore differentiate between mixed and stratified conditions.

Sampling has shown that the thermal gradient at the deep part of the lake is typically less than 1°C from October through to early March, whereas surface-vs-bottom temperatures vary by anywhere from 3.4 to 12.5°C from April through September (Table 2-2).

Table 2-2. Thermal difference between surface sample (0.5m) and deep sample (~11m), at the deep portion of Enos Lake: 2006 – 2013. [Based on data from AquaTerra (2006) through AquaTerra (2013), and raw data provided by MOE]

Stratified Conditions		Mixed Conditions	
Date	Thermal Difference	Date	Thermal Difference
September 15, 2006	7.1 °C ^a	October 20, 2008	0.75°C ^a
April 13, 2007	3.4 °C ^a	November 13, 2009	0.06°C ^a
April 24, 2008	3.9 °C ^a	March 11, 2009	0.35°C ^b
April 20, 2009	5.2 °C ^a	December 20, 2010	0.38°C ^a
May 3, 2010	5.2 °C ^a	February 16, 2011	0.0°C ^b
May 9, 2011	7.2 °C ^a	November 14, 2011	0.03°C ^a
August 27, 2012	12.5 °C ^a	March 1, 2013	0.11°C ^a
		December 3, 2013	0.05°C ^a

^adata from AquaTerra

^bdata from BC Ministry of Environment

2.1 Mixed Conditions - Overview

Further to the summary in Table 2-1, an overview of data collected under mixed conditions is provided below.

2.1.1 *In Situ* Parameters

Water quality profile data⁸ under mixed lake conditions is comprehensive, with annual sampling generally from 2006 through 2013. The data include shallow points at both ends of the lake and the deep spot in the middle of the lake. The variability of timing among years gives very good coverage of typical mixed conditions over the course of the year.

⁸ E.g., physical *in situ* parameters: turbidity, temperature, clarity, pH, dissolved oxygen, etc.

2.1.2 Laboratory Parameters

Laboratory data⁹ for surface water also has good coverage through the mixed period, with annual sampling all years from 2006–2014 (Table 2-1). Sampling sites cover the outlet/inlet sides of the lake and deepest part of the lake (Table 2-1). Deep water laboratory samples were not collected in 2006 or 2007, and thus there is reasonably good baseline data but not for the same period of record as the surface water samples. However, as this sampling is under mixed conditions, the inclusion of deep water samples serves primarily to confirm uniformity of sampling parameters at shallow or deep water under fully mixed conditions¹⁰. Baseline monitoring revealed all parameters to be typical for the habitat, to be within relevant guidelines for aquatic life (where guidelines exist), and to portray annual variability but no obviously discernible trends (AquaTerra, 2014).

2.2 Stratified Conditions - Overview

Thermal stratification can start to occur as early as March, and continues through the end of summer (Table 2-2). Baseline data collection under stratified conditions includes:

- A monitoring program in 2013 included weekly sampling events from mid-June through late September (17 weeks total). Each sampling event included three locations within the elongated “bowl” that forms the deep part of the lake. Parameters collected in this field program include depth profiles of temperature, dissolved oxygen, specific conductivity, and water clarity.
- Weekly measurements in 2012 from early June through mid-September, covering temperature and clarity (Secchi depth), at three stations (the same ones used for 2013, the bullet point above).
- A detailed field and laboratory assessment paralleling the annual work undertaken for mixed conditions, performed in 2006 (September), 2007 (April), 2008 (April), 2009 (April), 2010 (May), 2011 (May) and 2012 (August).

Higher solar radiation in summer leads to thermal stratification, with warmer and relatively well mixed water in the upper layer (epilimnion). In Enos Lake, the epilimnion has been observed to extend from approximately 3.5m to 6m depth, in early and late summer, respectively (MESL, 2014). Conversely the depth of the cooler, mixed layer (hypolimnion) has been shown to be relatively constant (MESL, 2014), meaning that as the epilimnion deepens, it is the thermocline layer that narrows, as opposed to compaction of the hypolimnion. All of which is to say, Enos Lake portrays a typical summer thermal regime for a monomictic lake in a temperate climate.

Enos Lake baseline data for stratified conditions provides a strong understanding of thermal mixing in the spring and summer, and a point of comparison for key field and laboratory parameters against the longer-term mixed-conditions dataset. Summer 2012 was particularly warm and dry (AquaTerra, 2012) and the results from the weekly Level 1 program, combined with late-August laboratory sampling, provide a sense of higher-than-normal stress level for thermally-driven processes.

⁹ pH, hardness, anions, nutrients, metals, colour.

¹⁰ Review of data from AquaTerra (2013) showed that all lab parameters between the shallow and deep samples under mixed conditions are essentially equal, with differences falling within normal sample variance. The one exception is chlorophyll *a*, for which the deep water sample was roughly twice the surface water sample in early March 2013. This may be attributed to downward drift of plant cells during the dormant season (AquaTerra, 2013).

Of particular relevance, dissolved oxygen in summer – particularly late summer – is frequently below 5.0mg/L at depths below 5.5m, and can be as low as 1.0mg/L at depths below 6m. Concentrations in the epilimnion show relatively little variance and ranged from 7.90–9.61mg/L in 2012 (MESL, 2014). It can be generalized that the hypolimnion is presently subjected to hypoxia in the summer, whereas the epilimnion maintains oxygen levels well above the BC guidelines for aquatic life (5.0mg/L).

Conductivity and clarity profiles reveal nothing unusual about Enos Lake. Although conductivity showed some coupling with thermal stratification (MESL, 2014), all summer measurements were within the range also measured over the longer spring and autumn time series.

2.3 Baseline Conditions by Parameter

The following discussion provides a general summary of baseline results by parameter, as measured at Enos Lake between 2006 and 2014.

2.3.1 Turbidity

Turbidity can be affected by residential development if land clearing during construction is poorly managed, or if road runoff over the long term is not well managed by the stormwater detention facilities.

Sediment loading in Enos Lake is typically low. The highest value recorded in open water sampling, covering 10 events from 2008 through 2013, is 2.38NTU (Table 3-1). Monitoring has covered all seasons and weather conditions, and thus Enos Lake can be characterized with high confidence as generally clear regardless of season.

Table 2-3. Summary of baseline turbidity data for surface samples at Enos Lake. Based on data from AquaTerra, 2014.

Date	Turbidity (NTU)		
	SWMP-04	SWMP-03	SWMP-01
17-Nov	NM	NM	NM
24-Apr-08	NM	1.2	1.2
10-Oct-08	1.3	1.4	1.3
20-Apr-09	1.5	1.5	1.5
11-Nov-09	1.2	0.84	0.81
03-May-10	2.2	2.1	2.1
20-Dec-10	2.38	2.32	2.06
09-May-11	2.13	2.09	2.19
14-Nov-11	1.73	1.78	1.75
27-Aug-12	0.76	0.79	1
01-Mar-13	2.09	2.09	2.01
03-Dec-13	1.33	1.21	1.35
Mean value	1.66	1.57	1.57
Standard deviation	0.53	0.54	0.48

2.3.2 Dissolved Oxygen

Residential development or ancillary activities may affect nutrient loading or cycling in the lake, which can in turn cause algal blooms that could reduce oxygen concentration. Temperature increases or salt-loading may also decrease oxygen solubility in water, leading to decreased concentrations.

Baseline sampling for dissolved oxygen in Enos Lake is extensive, with *in situ* profiles taken over multiple years, all seasons, and at a variety of locations in the lake. Sampling has shown that under mixed conditions in autumn through late winter, dissolved oxygen is typically in the 9–12mg/L range. In stratified conditions during the summer, the epilimnion (from 0 to 4.5–5.5m deep) concentrations have typically been 7–10mg/L. The highest concentration in the summer has been in the upper thermocline, likely attributable to mixing with an oxygenated surface layer but with cooler water temperatures and thus higher solubility, and also lower biological oxygen demand as the thermocline is below the euphotic zone. Summer dissolved oxygen concentration in the hypolimnion has frequently been shown to be below the 5.0mg/L guideline for BC aquatic life, and often below 1.0mg/L (MESL, 2014). This is a natural existing condition and the Enos Lake ecosystem is habituated to such occurrences – hence the monitoring focus on the epilimnion where hypoxia would represent an adverse change to the local ecosystem.

2.3.3 Conductivity

Specific conductivity (hereafter, simply “conductivity”) provides a measurement of water’s ability to transmit an electrical current. Conductivity is thus a measure of salt content, and therefore also an indicator of total dissolved solids. Conductivity can also be an early indicator of hydrocarbon, nitrate, chloride, or phosphate pollution. Thus, it provides an easily measured multiple-lines-of-evidence parameter for water quality monitoring programs.

Conductivity has been extensively sampled in Enos Lake, with bi-annual profiles taken from 2007-2013 at multiple locations on the lake, and weekly profiles taken at three deep locations in 2013. Values have ranged from approximately 80 μ S/cm to 180 μ S/cm (AquaTerra, 2014; MESL, 2014; MOE, 2009, 2011 and 2012). The highest values were recorded in 2008 and 2009, when deep water sampling and shallow water sampling each had higher mean conductivity (166 μ S/cm and 120 μ S/cm, respectively; $n=4$) compared with the years that followed (121 μ S/cm and 105 μ S/cm, respectively; $n=7$).

2.3.4 Metals

Metals contamination is a potential concern from multiple sources of industrial or residential land use. While the “metals package” laboratory analysis will return an entire suite of parameter values, a sub-set are commonly focused on.

Metals have been sampled from surface locations under mixed and stratified conditions over multiple years in Enos Lake (AquaTerra, 2014). This includes deep and shallow water samples, at locations at the inlet, outlet, and mid-lake. Additionally, MOE provided raw data output for metals sampled near SWMP-03 in 2009 and 2011. A review of all dissolved metals samples collected to date was completed, and showed that all values were below the approved BC Water Quality Guidelines for aquatic life (maximum instantaneous guideline) (Table 3-2). The AquaTerra data is limited to dissolved metals, whereas the MOE values represent total metals. The concentrations reported by both sources are extremely similar, confirming that dissolved metals constitute the dominant fraction in Enos Lake.

Table 2-4. Metals Baseline Results for Enos Lake Monitoring.

Metal	BC Water Quality Guideline (Aquatic Life - Maximum)	Baseline Maximum Value (2006 – 2013) ^e
Aluminum	0.1 ^a mg/L	0.04mg/L (MOE, 2011)
Arsenic	5.0µg/L	0.2µg/L (AquaTerra, 2010)
Boron	1.2mg/L	<0.1mg/L (AquaTerra, all years)
Cobalt	110µg/L	<0.5µg/L (AquaTerra, all years)
Copper	[0.094(hardness)+2] ^b µg/L	<0.1µg/L (AquaTerra, all years)
Iron	0.35 mg/L	<0.05mg/L (AquaTerra, all years)
Lead	3µg/L ^c	<0.5µg/L (AquaTerra, all years)
Manganese	1.6 ^d mg/L	0.051mg/L (AquaTerra, 2009)
Molybdenum	2mg/L	0.00014mg/L (MOE, 2011)
Selenium	2µg/L	0.07µg/L (MOE, 2011)
Silver	0.1 ^d µg/L	<0.0002µg/L (AquaTerra, all years)
Zinc	33 ^d µg/L	1.5µg/L (MOE, 2009)

^aPresumes pH > 6.5, which has always been the case for Enos Lake.

^bHardness as mg/L CaCO₃. Given typical values of hardness for Enos Lake (~55mg/L), this threshold is approximately 5 µg/L.

^cPresumes hardness as mg/L CaCO₃ greater than 8mg/L. Baseline hardness data for Enos Lake are extensive and very consistently were measured at approximately 55 mg/L.

^dValues are highly dependent on hardness. Criteria reported here is based on the background values reported to date.

^eBaseline values are presented mostly for dissolved metals, with the exception of the MOE data which were total metals.

2.3.5 Phosphorus

Phosphorus, along with nitrogen, is one of two limiting nutrients for aquatic productivity. The effect of excessive phosphorus can be eutrophication of a lake. In extreme circumstances, eutrophication involves rapid and massive blooms of algae, causing in turn unsustainable biological oxygen demand and decreased light penetration. The end result tends to be a collapse of the trophic web, as anoxic water chokes out other life and decreased euphotic depth causes a collapse of primary productivity below the surface. Fertilizer-laden runoff, sewage effluent, and detergents in stormwater discharge have been implicated in anthropogenic eutrophication for decades.

Phosphorus has been part of the laboratory analyses for the bi-annual sampling program since it was initiated in 2006. Detection limits for laboratory analysis have changed over the course of the program, and the sites that have been monitored have expanded somewhat over time, but in general there is good coverage across the lake surface and at shallow/deep locations, for both mixed and stratified conditions. Data from sites SWMP-04, SWMP-03, and SWMP-01 are summarized in Table 3-3, though only from 2010 onwards when a lower detection limit was applied to the analyses.

Table 2-5. Summary of baseline Phosphorus concentrations (surface water samples; based on data from AquaTerra, 2014)

Date	Phosphorus Concentration (µg/L)		
	SWMP-04	SWMP-03	SWMP-01
03-May-10	8	8	9
20-Dec-10	12.2	12.1	13.3
09-May-11	10.8	10.6	11.6
14-Nov-11	10.2	12.2	11.7
27-Aug-12	6.5	6.6	8.2
01-Mar-13	12.8	11.7	12.7
03-Dec-13	11.7	14.1	12
Mean value	10.31	10.76	11.21
Standard deviation	2.30	2.61	1.90

Phosphorus levels in Enos Lake have ranged from a low of 8µg/L to a high of 14.1µg/L (AquaTerra, 2014), although until 2009 the detection limit was 20µg/L, and results were simply reported as less than the detection limit. Independent sampling by the MOE in 2009 and 2011 reported similar values, approximately 10–11µg/L. Phosphorus has thus been fairly consistent across years, seasons, depths, and sampling teams at Enos Lake, but also falls somewhat near to the guidelines on occasion.

2.3.6 Nitrogen

Nitrogen, along with phosphorus, is one of two limiting nutrients for aquatic productivity. As with phosphorus, the effect of excessive nitrogen in the water can be the undesirable eutrophication of a lake.

Nitrogen (in the form of Ammonia Nitrogen, Nitrate and Nitrite, and total Kjeldahl Nitrogen) was analyzed in the bi-annual sampling since 2007¹¹. Values have shown variability that is typical to freshwater systems, but always well below the BC water quality guidelines. The maximum value of Nitrate + Nitrite (combined; "N&N") has been approximately 0.11mg/L, and values more typically have been less than 0.05mg/L. Ammonia has also been typically less than 0.05mg/L, and in some cases an order of magnitude less (AquaTerra, 2014). Independent sampling by the MOE in 2009 and 2011 (winter) reported approximately 0.1mg/L of N&N.

2.3.7 Chlorophyll a

Chlorophyll a is a plant pigment, and is very commonly used as a laboratory-measured indicator of water quality. Nutrient loading of watercourses can lead to planktonic blooms, which would be detectable in higher levels of chlorophyll a. This parameter therefore is consistent with the multiple-lines-of-evidence approach embedded in this monitoring program, as eutrophication of the lake should be identifiable with an evident increase in at least two of chlorophyll a, dissolved oxygen, nitrogen, and/or phosphorus.

The two mid-February samples from MOE (2011, 2012) resulted in values of 9.5 and 7.03µg/L, respectively.

¹¹ Ammonia Nitrogen was included since September 2006 program initiation; the remaining forms were added in November 2007.

Chlorophyll a was added to the bi-annual sampling program at Enos Lake in 2009, and thereafter was measured at SWMP-01, SWMP-03, and SWMP-04, representing locations near the lake inlet/outlet, and mid-point over the deep spot (Table 3-4).

Table 2-6. Baseline data for Chlorophyll a (surface samples only; based on data from AquaTerra, 2014 and MOE raw data)

Date	Chlorophyll a concentration (µg/L)		
	SWMP-04	SWMP-03 ^a	SWMP-01
11-Mar-09	NM	11.3	NM
04-Apr-09	18.5	18.1	19.8
11-Nov-09	0.1	0.17	0.17
03-May-10	8.5	5.5	7
20-Dec-10	1.44	7.14	5.42
16-Feb-11	NM	9.5	NM
09-May-11	4.21	5.36	2.05
14-Nov-11	7.75	10.2	10
15-Feb-12	NM	7.03	NM
27-Aug-12	1.83	1.08	0.468
01-Mar-13	10.2	4.25	10.8
03-Dec-13	1.67	5.02	3.27

^aAlso includes samples from MOE taken in 2009, 2011, and 2012, in a very nearby location.

Sampling was initially limited to surface samples only, but a deep sample was added to SWMP-03 in 2012. Based on the data collection from 2009 through 2013, chlorophyll a has been highly variable, ranging from 0.17µg/L to 19.8µg/L (Table 3-4). Values have typically been in the range of 4–5µg/L, but there is no consistent seasonality to the few cases where values have exceeded 10µg/L – having been measured as such in November, March, and April. However, that the highest overall values obtained (average 19µg/L across three locations) happened to occur in late April 2009 may be indicative of an algal bloom at that time. Nitrogen and phosphorus levels were coincidentally low at that event, which suggest the monitoring may have been timed shortly after nutrient uptake by growing phytoplankton.

2.3.8 Total Organic Carbon

TOC is a very common water quality indicator, with the primary pollution concern being hydrocarbon contribution to this parameter. Point-source or surface runoff of hydrocarbons from road development and use and general industrial activity can contribute to elevated TOC levels.

TOC has been part of the bi-annual laboratory monitoring at sites SWMP-01, SWMP-03, and SWMP-04 since 2008. Deep water sampling was added to SWMP-03 in 2013. Values have typically ranged from 4.5–6.5mg/L, with some minor exceptions. TOC has been relatively consistent and sampling has been evenly dispersed, as evidenced by the nearly-equivalent mean versus median values (5.9mg/L vs. 6.1mg/L, respectively).

3.0 WATER QUALITY MONITORING PROGRAM

This section presents the water quality monitoring program. It includes sampling protocols, a list of parameters to be sampled, and relevant thresholds against which the results can be compared.

3.1 Sampling Procedures

Guidelines for collection of water quality samples are provided in the *Ambient Freshwater and Effluent Sampling Manual* (BC Ministry of Water, Land, and Air Protection [MWLAP], 2003). The sampling for the ELPMP will adopt the following approach, which is based on those guidelines. Note that sampling instructions must also be provided by the laboratory chosen for the analysis, when the containers are provided. Sampling requirements stipulated by the laboratory (e.g., holding times, sample preservation, etc.) will supersede the general requirements outlined here, and should be considered the most up to date with current technical standards.

Note this procedure outline also includes *in situ* data that will be read and recorded directly in the field.

Where possible, field personnel should include appropriately qualified professionals with accreditation (R.P.Bio. or other similar). Recognizing that this program may be undertaken with support from volunteer organizations, professional credentials are not a strict requirement. However, any field personnel should at the very least have received training and instruction from a qualified professional.

3.1.1 Preparation

A general target is to have samples provided to the laboratory within 24 hours of sampling, and this requires proper communication and preparation. It is recommended that an accredited analytical laboratory be contacted at least two weeks ahead of the work, to arrange for shipping of sampling containers, preservative, and instructions. Schedule the actual fieldwork in consultation with the laboratory to avoid holding time conflicts with laboratory analysis. For instance, many laboratories may have little to no service on Saturdays or Sunday, and so fieldwork should avoid sampling on a Friday or a Saturday.

- Be familiar with sample locations ahead of time, and have coordinates pre-entered to a hand-held GPS.
- Sample containers are to be pre-labeled while they are dry, before going into the field.
- Sampling at Enos Lake will require use of a boat, and access to private land. Ensure the relevant land owner(s) have been contacted and have provided consent, prior to conducting the work. Contact info, as of March 2016, is as follows:
 - Fairwinds: info@fairwinds.ca; 250-468-5303.
- Safety considerations are always paramount, particularly when a boat is involved. A site-specific health and safety plan is recommended for any field trip, and life jackets should always be worn. Be particularly careful when doing winter sampling. Ice cover of Enos Lake is very rare but may occur, and hypothermia is a serious risk during any winter work.
- Prepare a checklist of necessary field equipment ahead of time. Mobilizing to the site without necessary equipment or preparation can undermine the sampling program. This may include, at minimum:
 - Sampling jars, pre-labeled;
 - Sample preservatives;

- Print-out of any sampling instructions from the laboratory. This should be laminated or placed in a Ziploc bag;
- Ice packs and coolers;
- Chain-of-custody forms, partially filled out ahead of time;
- Field meters and spare batteries;
- Notebook, pencil; and
- Emergency contact information and protective gear, such as cell phone (in Ziploc bag), first aid kit, sufficient fuel (if necessary), oars, PFDs, personal clothing suitable for a variety of field conditions, etc.

3.1.2 Documentation

Detailed notes must be kept – on waterproof paper – for all field trips. Standard information to be kept for all trips includes:

- Date and time of sampling;
- Current weather, and general summary of weather in the days leading up to the work;
- All field staff involved in the work;
- Method of accessing the sites;
- Sampling coordinates (presumes use of hand-held GPS unit);
- Any unusual conditions noted (e.g. hydrocarbon sheen, odour, new construction [docks, moorings], very high or very low water levels, etc.);
- Samples intended for analysis;
- At each site, record:
 - Time of access, and time of samples;
 - *In situ* profile data, and methods for measurement, if relevant; and
 - Any challenges noted that required deviation from the monitoring program.
 - Any observation of new invasive species introductions to Enos Lake (refer to Section 5.0).

Field notes should be scanned and saved to a secure server with appropriate back up.

3.1.3 Sample Collection

Collect samples from a boat or dock at all times. Wading into the water can contaminate the sample due to sediment entrainment. Sampling will be somewhat different for surface water vs. deep water vs. profile (*in situ*) data.

Quality Assurance/Quality Control

Quality Assurance/Quality Control measures are necessary during field sampling to detect whether the sampling methodology is influencing the results. All field sampling procedures shall include the following quality control measures:

- Sample containers will be used only in accordance with instruction by the laboratory. Different parameters require different container materials or colours or preservatives, and the laboratory will provide the necessary instruction. These requirements can vary over time as analytical methods change, so do not presume that an older set of instructions are valid for the next sampling event.

- Furthermore, the MOE website should be consulted well ahead of the field trip to check if any standard water sampling protocols have been updated. Any protocols dated 2016 or later should be reviewed against this document, with field methods updated as necessary.
- The inner surface of the sampling container (including the cap) should not be touched with anything other than sample water.
- Dirty hands can contaminate samples. This most commonly occurs due to handling food, tobacco products, or petroleum products. Samplers must be aware of this risk and take precautions accordingly.
- Collect samples at the bow of the boat, and keep the bow pointed into the wind. This will reduce the likelihood of the boat contaminating the samples.
- A note regarding filtration: a number of parameters (chlorophyll *a*, metals, and low-level nutrients) must be filtered before analysis. While MWLAP (2003) recommends filtering immediately after collection, filtration can also be done by the analysing laboratory. The general guidance for this program is to minimize sample handling in the less-controlled field situation, and to request lab filtration. Discuss with the laboratory ahead of time.
- Field meters should be calibrated as per the manufacturer's guidelines. Documentation on calibration should be kept as part of the QA/QC program.
- Replicate sampling. At a minimum of one sampling site, a complete duplicate will be collected. A replicate sample tests for the precision of the entire sampling process (collection, handling, and analysis).

Surface Water Samples

Once at sample site, remove cap from sample container. Do not touch the inside of the cap, and in general be cautious about any source of contamination.

Plunge the bottle into the water, targeting depth of approximately 0.5m (1.5ft). If there is any current, face the mouth of the bottle into the current and move it slowly upstream. Recap the bottle and immediately place it in a cooler, where it can be kept dark and cool. Proceed to collect all samples in as short a period as safely practical.

Deep Water Samples

Deep water sampling requires use of a Van Dorn sampler or a Kemmerer sampler. It is presumed that whomever is contracted to carry out the sampling has access to a sampler and is familiar with its use. If unfamiliar with use protocols, refer to MWLAP (2003) for further instructions.

Care should be taken to avoid dropping the sampler all the way to the lake bottom, as this will entrain sediment and potentially bias samples. Deep water sampling (at SWMP-03/EL-02, for instance) should target approximately 10.5–11m to avoid hitting the bottom at the deepest part of the lake (~12m).

Use the drain valve of the sampler to fill sample containers. Take precautions against sample contamination, and allow a small amount of water to flush the valve before collecting in a sampling bottle. The most common areas of contamination are via handling the inside of the bottle cap, or by contacting the drain valve.

In Situ (Field) Samples

A number of parameters will be sampled, measured, and recorded directly in the field. It is possible to measure all of these parameters with a multi-parameter sonde (a.k.a. YSI). A sonde with depth-marked cabling allows multiple parameters to be simultaneously measured at repeated depths.

Alternatively, and less preferred, values may be recorded with a variety of hand-held devices such as a pH pen, turbidity meter, conductivity probe, dissolved oxygen meter, etc. In this case, the Van Dorn sampler will be required to bring samples from desired depth, where they can be measured after discharging water to a (clean) 1L sampling jar.

Chemical titration methods are available for a number of field parameters, and MWLAP (2003) provides the protocol details. However, given the frequency of sampling and the anticipated number of individuals that could be involved in this program, field titration should be avoided.

Regardless of whether sampling occurs with a multi-parameter sonde, a variety of hand-held devices, or a combination thereof, ensure that all instruments are cleaned and calibrated according to the manufacturer's instructions, prior to use.

Where a sonde is available, field parameters should be measured as profiles, at 1m increments. Either attach a flexible tape measure to the sonde cable, or use a tape ahead of time to mark 1m increments on the cable itself. Maximum sampling depth for Enos Lake is expected to be 11m, so the cable must be capable of reaching at least 11m.

3.1.4 Submission

Samples shall be immediately transferred to a cooler, with either ice or ice packs to keep samples cool. Fill out the chain-of-custody form, insert it in a plastic bag, and attach it to the outside of the cooler. Secure the cooler with tape, and avoid opening unless absolutely necessary to minimize exposure to light or ambient air temperature.

The cooler(s) should be submitted to the laboratory as soon as possible, either via direct drop off or courier. A number of commercial laboratories have offices on Vancouver Island, or drop-off depots for free transfer to mainland laboratories. ALS Global Inc. has been used for the majority of the baseline data collection used in this program.

Analytical methods must be capable of detection limits below the water quality guidelines stated in Section 3.3. Analytical techniques and possible detection limits evolve over time. Discuss the desired detection limits with the laboratory at the time of or prior to sample submission.

3.2 Data Storage

It is anticipated that leadership of this monitoring program may involve multiple parties. It will be necessary to maintain a central and well documented database in case of handover between program managers. The BC MOE maintains a central database (EMS) for water quality data, and has offered to incorporate the data from this program into the EMS to ensure access to all parties indefinitely. The logistics of data sharing should be discussed with MOE as the program proceeds.

In general, data should be entered into a central database and reviewed by the QEP as results are returned by the lab. There may be time-sensitive follow-up work recommended by the overseeing QEP, and thus it is preferable that data not be archived strictly for annual review.

Summary analysis of the program as a whole will be part of the annual reporting framework outlined in Section 6.0.

3.3 Parameters and Sampling Program

Where relevant, the BC Water Quality Guidelines (BC, 2015) are being used as target values for parameters.

These values have been chosen on the following grounds:

- They are based on accepted, peer-reviewed scientific literature for protection of aquatic health, and are endorsed by the province; and
- The extensive baseline water quality monitoring for Enos Lake shows that all parameters have consistently fallen below these guideline values, where present.

These guidelines tend to be updated periodically and care should be taken to refer to the most up-to-date guidelines as monitoring progresses.

The program is generally structured for quarterly monitoring at a single location (site SWMP-03, the deep spot of the lake) for most parameters, with additional sampling on five-year increments for a smaller number of parameters. This represents a large change to the initial proposal (e.g. past drafts of this document), and adopts all of the feedback provided by RND in July of 2015.

Candidate water quality parameters for sampling were outlined in Section 1.0. From this candidate list, multiple parameters were removed (and some added), through discussion with MOE and RDN. The suite of parameters below are considered the most likely to see changes from regional development. The list of monitoring parameters is as follows:

- Dissolved oxygen;
- Temperature;
- pH
- Conductivity;
- Redox potential;
- Hardness;
- Secchi depth;
- PAHs;
- Metals;
- Coliform bacteria;
- Phosphorous;
- Nitrogen; and
- Chlorophyll *a*.

The monitoring approach and water quality target (if applicable) for each parameter is outlined in Table 3-5. A sampling calendar for each parameter is provided in Appendix 1. Note, this calendar suggests the onset of a regular operational monitoring schedule in 2017, as it is PGL's understanding that no significant development will occur in the Enos Lake watershed until at least the end of 2017. If construction within the Enos Lake watershed is delayed, it may be sensible to augment monitoring after 2017 to be every two or three years until construction begins, at which point annual monitoring would recommence.

For all parameters, an exceedence of the target should not be construed as a project-related serious effect on the environment. It should be treated as a warning signal requiring further investigation, the extent of which will depend on the nature of the results obtained. This program intentionally lacks the prescriptive follow-up triggers that may be required under, for instance, a mining program with oversight under the Metals Mining Effluent Regulations portion of the *Fisheries Act*. This allows the program to remain flexible for multiple, and uncertain, managing partners and funding sources in the years to come.

Table 3-1. Summary of Water Quality Monitoring Program for Enos Lake

Parameter (units)		Water Quality Target	Future Monitoring ^a
Field Parameters (profiles at 1m increments)	Secchi Depth (m)	None – supporting context only	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
	Dissolved Oxygen (mg/L and % saturation)	<ul style="list-style-type: none"> • ≥5 mg/L epilimnion • ≥2 mg/L hypolimnion 	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
	Conductivity (µS/cm)	None – supporting context only	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
	Temperature (°C)	None – supporting context only	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
	pH	None – supporting context only	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
	Redox (mV)	None – supporting context only	Quarterly sampling ^b at site SWMP-03, starting in 2017 and repeated annually
Laboratory Parameters	<i>E. coli</i> (# per mL)	BC Water Quality Guidelines (recreation – secondary contact) ^c	August 2017: 5 times in 30 days. Surface sample from SWMP-03 and any two shoreline locations. Repeat on 5 year increment.
	PAHs (µg/mg)	BC Water Quality Guidelines (freshwater sediments)	August 2017: surface sediment from three locations: SWMP-06, SWMP-04 and SWMP-03.
	Metals (various)	BC Water Quality Guidelines (total metals, freshwater aquatic life). Both average and short-term maximum guidelines apply, where applicable.	February 2017 and August 2017: five samples in a 30 day period. Each sample to occur at three depths from SWMP-03. Sampling to be repeated on five year increments.
	Chlorophyll a (µg/L)	Avoid any increase	Quarterly sampling at site SWMP-03, starting in 2017, and repeated annually. Samples to be taken from three depths (surface, mid, deep water)
	Hardness (as CaCO ₃)	None – required to interpret metals data	February 2017 and August 2017: five samples in a 30 day period. Each sample to occur at three depths from SWMP-03. Sampling to be repeated on five year increments. Data required to interpret metals concentrations.
	Phosphorous (mg/L)	12 µg/L	Quarterly sampling at site SWMP-03, starting in 2017. Samples to be taken from three depths (surface, mid, deep water)

^aFuture monitoring is limited to the scope being taken on by the Developer and will continue until at least one year post build-out within the Enos Lake watershed. It is anticipated that some form of longer term monitoring will be undertaken by RDN in support of long term operation of stormwater infrastructure.

^bQuarterly sampling is defined as February, May, August, and November.

^cIt is assumed that swimming will not be a recreational use of Enos Lake. If that assumption is incorrect, primary contact guidelines should apply.

4.0 WATER QUANTITY

Hydrology parameters require monitoring in tandem with the water quality monitoring outlined in Section 3.0. Changes to runoff parameters or lake water levels will yield clues to causation, if any of the water quality parameters deviate substantially from the baseline values.

Monitoring of flow regime is already a recommended component in the Fairwinds ISMP; (KWL, 2013). The precise structure, timing, extent, and duration of monitoring for ISMP hydrologic effectiveness remains to be finalized. Key parameters in the ISMP include minimum summer water level, 200-year high water level, and the actual (as opposed to allowable) water withdraws from Enos Lake. More generally, it is important to note that MOE already requires monthly lake level monitoring, as per the long-standing Water Licences held by other parties (see Section 1.0).

This monitoring will be designed and undertaken by the ISMP leads, and the results thereof are to be communicated to the manager of this more general ELPMP for incorporation in the data interpretation. Similarly, and as outlined in Section 1.2.1, the ELPMP results will be highly relied upon for ongoing adaptive management of the ISMP.

5.0 INVASIVE SPECIES MANAGEMENT PRACTICES

Aquatic invasive species can be culturally, environmentally, and economically devastating. For example, invasive crayfish are largely blamed for the demise of the Enos Lake Stickleback pair as individual benthic and limnetic species. Eradication of established species can be impossible for all practical intents and purposes, and early detection or avoidance altogether are the most effective means to keep invasive species out of natural ecosystems.

Residential development can exacerbate the so-called "propagule pressure"¹² and create new vectors where none previously existed. Boat fouling, foot traffic, contaminated personal gear (waders, boots, etc.), aquarium abandonment, and cultural practices are all relevant vectors for consideration. Awareness is the best protective measure.

The ToR for the ELPMP included a focal element on invasive species. Recognizing the inherent difficulties in a comprehensive plan for an issue of this scope, the following general recommendations are provided:

- During any onsite work for water quality monitoring, the overseeing QEP will monitor for any incidental observation of invasive species.
- Include prevention practices in Homeowner's Manual. A QEP should be contracted for the input to the manual, as best management practices and focal species have been evolving fairly rapidly over the past 15 years and may continue to do so prior to full build-out of the community.

¹² The likelihood of an invasion occurring is correlated the number of opportunities potential species are given to establish themselves. The higher the vector traffic, the higher the number of "propagules" that are likely to be released, and ultimately this leads to a higher overall probability of establishment.

As stated in Section 3.2, a shared centralized EMS database through MOE will be explored, but until and unless this database is established, the developer will retain overall responsibility to see that data are managed responsibly.

6.3 Reporting

Data should be reviewed against targets as soon as possible after each sampling event; however, formal reporting is only required once per year. From the onset of construction through to one year beyond build-out, analysis and reporting will be led by the developer's QEP. If monitoring continues beyond that temporal scope, reporting requirements will be at the discretion of the RDN or whoever assumes responsibility for the monitoring.

Annual reports will be submitted by December 31 for each calendar year in which work was performed. Reports will include, at minimum:

- A summary of work performed, including dates, individuals, weather conditions, methods, QA/QC protocols, and any challenges encountered during the work.
- A presentation of the water quality results, including but not limited to data summaries (graphical or tabular) compared against the targets listed in this document (where relevant).
- Any anecdotal observations related to Enos Lake ecology, including but not limited to aquatic invasive species.
- A summary of preventative actions taken with respect to aquatic invasive species undertaken in the past year (e.g. signage, educational materials for residents or visitors, etc.)
- A discussion interpreting the results of the program for the past year, including but not limited to input provided for stormwater management practices or new phases of construction.
- Recommendations for augmentation to the program, if relevant.
- Laboratory certificates and raw data for the year, as appendices.

6.4 Informing Management Decisions

The ELPMP is a monitoring program, not a management plan. As such, it provides technical details on what information will be collected, when, where, and by whom. The rationale behind the ELPMP is to provide decision makers with information to support future actions. Results of the ELPMP may feedback into construction practices or monitoring approaches. This "plan / act / learn" loop is the foundation of a contemporary adaptive management strategy (Diagram 1)

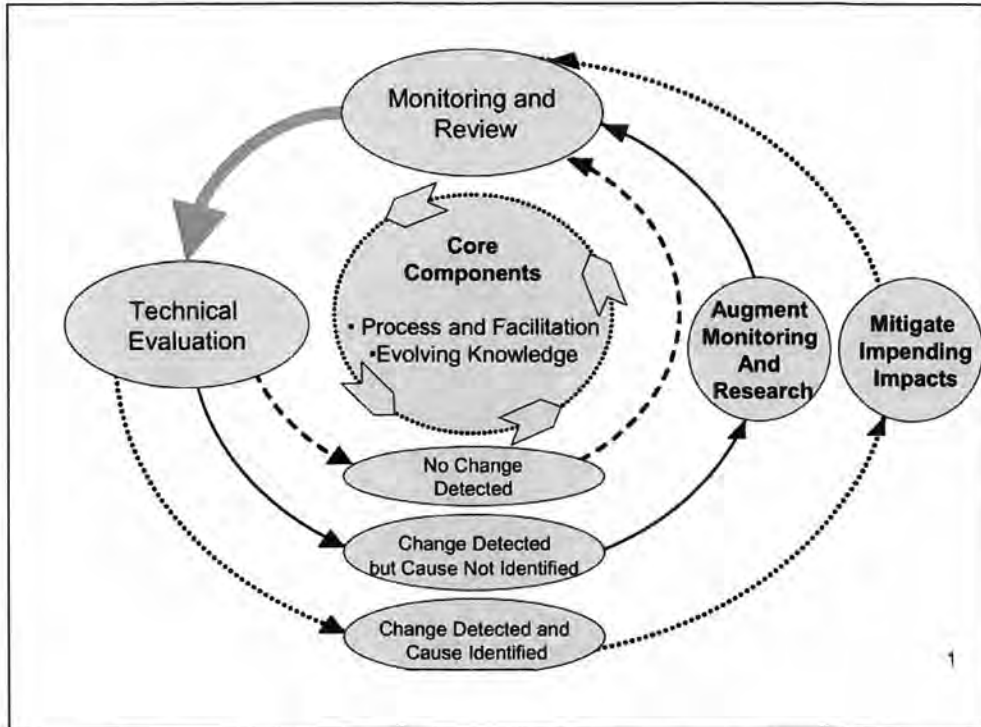


Diagram 1. Illustration of feedback loop for an adaptive management process. (From Elner, 2005)

There are no prescriptive triggers for action in this program, in the event that a water quality parameter exceeds a defined target. Should this occur, the follow-up actions will be determined by the circumstances surrounding that particular result. However, despite this discretionary approach, some formality is required as part of the RDN's subdivision approval. To this end, each subdivision application for new residential phases will include in the submission, a letter from the engineer stating how the ISMP has been interpreted based on the latest ELPMP Annual Report, and applied to the stormwater infrastructure design and planned construction practices.

6.5 Summary: Deliverables and Schedule

A number of actions and deliverables are detailed in this document. These have been summarized below (Table 6-1).

Table 6-1. Summary of actions and deliverables for ELPMP implementation

Deliverable/Action	Timing	Responsible Party	Recipient	Comment
Implementation / planning meeting	Q1-Q4, 2016 (flexible)	Developer and RDN (required); MOE and BC LSS representatives (optional)	N/A	To determine short term roles and responsibilities, and identify partnerships for data collection / entry.
Initiate regular monitoring schedule, per Table 3-1	February 2017	Developer – either via volunteer group or QEP	All parties (part of overall database)	All data to be submitted to developer as first point of contact.
Enter all water quality data (2006 – present) into a centralized database	Q2-Q4, 2016 (flexible)	Developer	All parties	Requires further discussion between Developer's QEP and MOE (per Row 1 of this table)
Interim review of sampling results for monitoring program	Following immediately after each sampling event.	Developer	Depends on outcome of review.	In the event of an exceedance of target, QEP to recommend next steps – whether additional data collection or change to ISMP (in consultation with design team).
Develop invasive species awareness materials (signage, Homeowner's Manual, etc.)	Prior to start of construction in Fairwinds District	Developer	Homeowners, local residents	Described in Section 5.
Annual ELPMP Progress Report, as outlined in Section 6.2	December 31 of each year in water sampling was conducted.	Developer	Developer and design team	Report is intended as an input mechanism into ISMP adaptive management, and is to be formally recognized during subsequent subdivision applications, within the ISMP (per ISMP s. 4.3) and Construction Environmental Management Plan, per PDA s. 44(d)(x). Report will also be provided to the RDN.
Ongoing post-build out water quality monitoring, as per Table 3-1.	Beginning one year after completion of build-out	RDN or designate.	Discretion of RDN	Longer term monitoring to be scoped based on results through build out and management objectives at that time. It is anticipated that long term operation of stormwater service area will benefit from this monitoring or an augmented version of it.

7.0 CONCLUSION

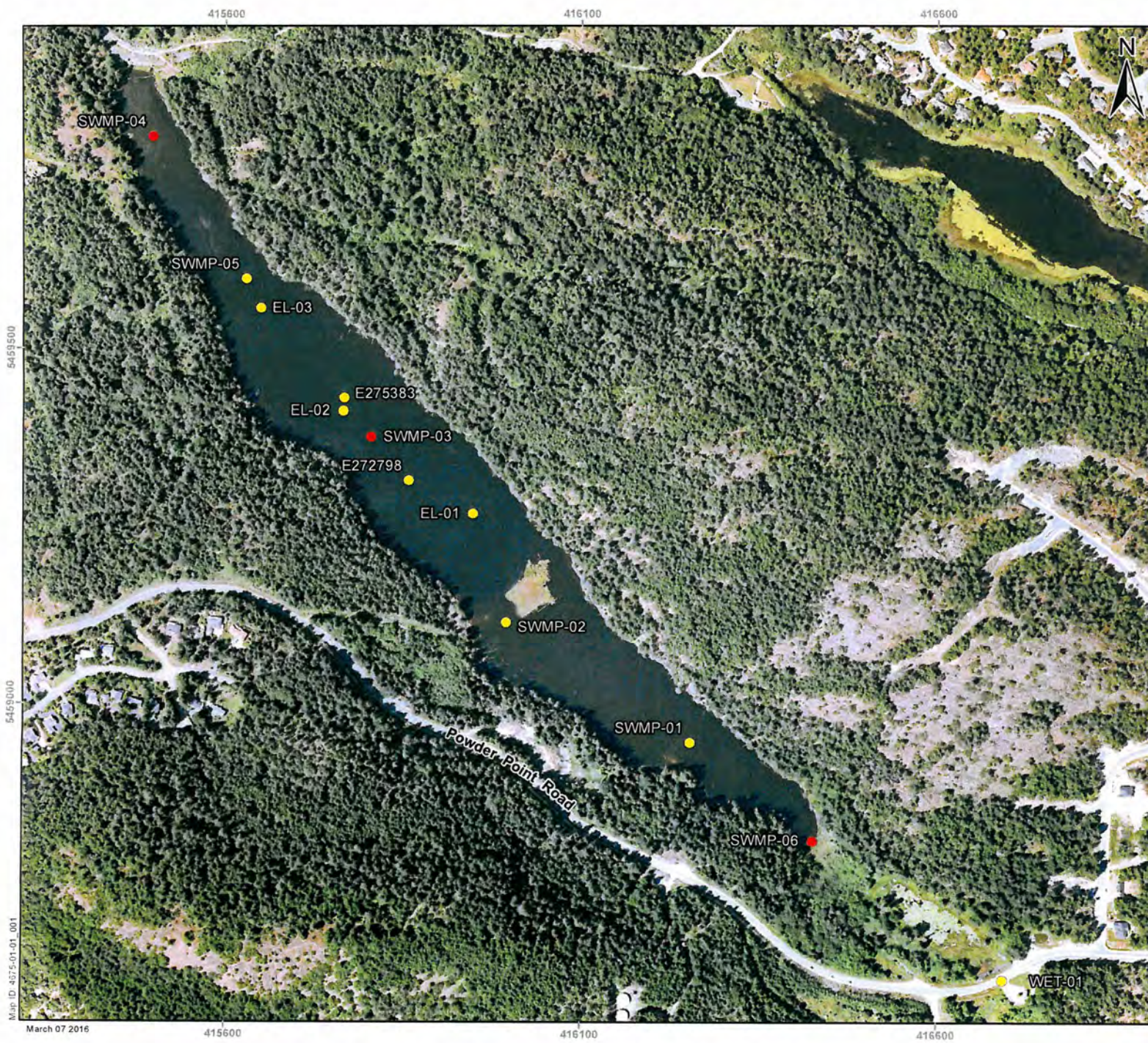
This document presents the Enos Lake Protection and Monitoring Program, as per the October 2013 ToR. The ELPMP is largely based on provincial guidelines for developing and implementing a water quality monitoring program, with site-specific considerations for hydrology and invasive species concerns.

The ultimate duration of the monitoring program is open-ended. This document commits to extending at least one year beyond full build-out within the Enos Lake catchment area. However, consideration of monitoring results, available resources, and management objectives at that time may determine that additional monitoring is required. Re-evaluation of the monitoring program after the build-out is complete is recommended.

8.0 REFERENCES

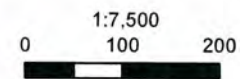
- AquaTerra, 2014. Winter (December) 2013 Enos Lake Water Quality Monitoring Results. 27 February 2014. Consultant's report prepared by AquaTerra Environmental Ltd., for Fairwinds Development.
- BC, 2014. Approved Water Quality Guidelines. <http://www.env.gov.bc.ca/wat/wq/>. Last accessed 17 December 2014.
- Elnor, B., 2005. Canadian Wildlife Service – Presentation to FREMP Management Committee. October, 2005.
- Health Canada, 2012. Guidelines for Recreational Water Quality, Third Edition. Water, Air and Climate Change Bureau, Healthy Environments and Consumer Safety Branch, Health Canada, Ottawa, ON. (Catalogue No. H129-15/2012E).
- MacDonald Environmental Services Ltd. (MESL), 2014. 2013 Water Quality Monitoring Report for Enos Lake, Nanoose Bay. 6 January 2014. Consultant's report prepared by MacDonald Environmental Services Ltd., for Pottinger Gaherty Environmental Consultants Ltd.
- Ministry of Water, Land and Air Protection (MWLAP), 2003. Ambient Freshwater and Effluent Sampling Manual. BC Ministry of Water, Lands and Air Protection, copyright Her Majesty the Queen in Right of the Province of British Columbia, Victoria BC. Available at http://www.env.gov.bc.ca/wsd/data_searches/field_sampling_manual/field_man_pdfs/amb_fresh_eff.pdf. Last accessed 17 December 2014.
- PGL, 2010. Environmental Impact Assessment: Fairwinds' The Lakes District and Schooner Cove Neighbourhood Plans. Consultant's report prepared by Pottinger Gaherty Environmental Consultants Ltd., for 3536696 Canada Inc.
- PGL, 2013. Terms of Reference – Enos Lake Protection and Monitoring Program. Consultant's report prepared by Pottinger Gaherty Environmental Consultants Ltd., for 3536696 Canada Inc.
- Resource Inventory Standards Council (RISC), 1998. Guidelines for Designing and Implementing a Water Quality Monitoring Program in British Columbia. MOE, Lands and Parks, Victoria BC. Available at <http://www.for.gov.bc.ca/hts/risc/pubs/aquatic/design/index.htm>. Last accessed 17 Dec 2014.
- Stenstrom, M.K., Silverman, G.S., and T.A. Bursztynsky, 1984. Oil and Grease in Urban Stormwaters. Journal of the Environmental Engineering Division, ASCE, 110(1): 58-72.

Figure



Enos Lake Monitoring Locations 2006 – present

- Monitoring sites used, 2006-2014
- Monitoring sites for future use



Coordinate System: NAD 1983 UTM Zone 10N



Figure 1

Appendix 1

Proposed ELPMP Monitoring Schedule by Year and by Parameter

Appendix 1
Proposed ELPMP Monitoring Schedule by Year and by Parameter
Fairwinds: Lake District, PGL File: 4675-01.01

2017												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl <i>a</i>		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli								E				
Metals		M						M				
Hardness		M						M				
PAH								P				

L = Water sample from three depths at SWMP-03
F = 1m in situ profiles from SWMP-03
Legend *E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.*
M = Five samples in 30 days, from SWMP-03
P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04

2018												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl <i>a</i>		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli												
Metals												
Hardness												
PAH												

L = Water sample from three depths at SWMP-03
F = 1m in situ profiles from SWMP-03
Legend *E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.*
M = Five samples in 30 days, from SWMP-03
P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04

Appendix 1
Proposed ELPMP Monitoring Schedule by Year and by Parameter
Fairwinds: Lake District, PGL File: 4675-01.01

2019												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl <i>a</i>		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli												
Metals												
Hardness												
PAH												
<p><i>L = Water sample from three depths at SWMP-03</i> <i>F = 1m in situ profiles from SWMP-03</i> Legend <i>E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.</i> <i>M = Five samples in 30 days, from SWMP-03</i> <i>P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04</i></p>												

2020												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl <i>a</i>		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli												
Metals												
Hardness												
PAH												
<p><i>L = Water sample from three depths at SWMP-03</i> <i>F = 1m in situ profiles from SWMP-03</i> Legend <i>E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.</i> <i>M = Five samples in 30 days, from SWMP-03</i> <i>P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04</i></p>												

Appendix 1
Proposed ELPMP Monitoring Schedule by Year and by Parameter
Fairwinds: Lake District, PGL File: 4675-01.01

2021												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl α		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli												
Metals												
Hardness												
PAH												

L = Water sample from three depths at SWMP-03
F = 1m in situ profiles from SWMP-03
Legend *E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.*
M = Five samples in 30 days, from SWMP-03
P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04

2022												
Parameter	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Dissolved Oxygen		F			F			F			F	
Temperature		F			F			F			F	
Redox potential		F			F			F			F	
pH		F			F			F			F	
Secchi Depth		F			F			F			F	
Chlorophyl α		L			L			L			L	
Phosphorus		L			L			L			L	
E Coli								E				
Metals		M						M				
Hardness		M						M				
PAH								P				

L = Water sample from three depths at SWMP-03
F = 1m in situ profiles from SWMP-03
Legend *E = Five samples in 30 days, from SWMP-03 and any two shoreline locations.*
M = Five samples in 30 days, from SWMP-03
P = Surface sediment from SWMP-03, SWMP-06 and SWMP-04

Appendix II – Regional Park Management Plan for the Fairwinds Lakes District



Regional Park Management Plan for the Fairwinds Lakes District 2015 - 2025



Prepared by:

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

&

Urban Systems Ltd.
550 - 1090 Homer Street
Vancouver, BC, V6B 2W9
604-235-1701

File # 1984.0011.01

June, 2015

This report is prepared for the sole use of the Regional District of Nanaimo. No representations of any kind are made by Urban Systems Ltd. or its employees to any party with whom Urban Systems Ltd. does not have a contract. Copyright 2015.

Acknowledgements

Regional District of Nanaimo

Lesya Fesiak, Park Planner

Wendy Marshall, Manager of Parks Services

Tom Osborne, General Manager of Recreation and Parks

Geoff Garbutt, General Manager of Strategic and Community Planning

Jeremy Holm, Manager of Current Planning

Consultants

Urban Systems Ltd.

Catherine Berris, Project Lead

Ben Mulhall, Landscape Architect

Bill Gushue, GIS Analyst

Advisory Committee

Walter Kirschner, Nanoose Parks and Open Space Advisory Committee (2014)

Diana Young, Nanoose Parks and Open Space Advisory Committee (2015)

Russell Tibbles, Vice President, Development and Operations Fairwinds, Bentall Kennedy LP (2014/15)

Dave Scott, Development Manager, Fairwinds Community & Resort (2014/15)

Chief David Bob, Chief, Snaw-Naw-As First Nation (2014/15)

Jim Bob, Elder, Snaw-Naw-As First Nation (2014/15)

Director Joe Stanhope, RDN Board Chair and Director, Electoral Area G (2014)

Director Jack de Jong, Mayor, District of Lantzville (2014)

Director Maureen Young, RDN Director, Electoral Area C (2014/2015)

Director Bob Rogers, RDN Director, Electoral Area E (2015)

Community Appreciation

We would like to thank the community members who attended the open houses and who provided responses to the questionnaires. This plan is based on your valuable insights and preferences.

This page is intentionally blank to facilitate double sided printing.

Contents

- **Executive Summary i**
- **1.0 Project Overview 1**
 - 1.1 Project Context 1
 - 1.2 Management Plan Purpose 4
 - 1.3 Project Process 5
 - 1.4 Public and Stakeholder Consultation 6
 - 1.5 Vision and Objectives 8
- **2.0 Site Overview 9**
 - 2.1 Site History 9
 - 2.2 Site Description 10
 - 2.3 Site Inventory 12
- **3.0 Park Development 13**
 - 3.1 Lakes District Neighbourhood Plan 13
 - 3.2 Regional Park Masterplan and Development Guidelines 14
 - 3.3 Comprehensive Zoning Amendment 17
 - 3.4 Phased Development Agreement 17
- **4.0 Park Management 23**
 - 4.1 Management Overview 24
 - 4.2 Infrastructure and Encumbrances 26
 - 4.3 Ecological Protection 28
 - 4.4 Low-impact Recreation 31
 - 4.5 Collaborative Stewardship 35
- **4.0 Summary of Recommendations. 39**

- Appendix A: Summary of Public Engagement**
- Appendix B: Summary of Environmental Assessments**
- Appendix C: Phased Development Agreement Summary Chart**
- Appendix D: Park Masterplan and Development Guidelines**
- Appendix E: Enos Lake Protection and Monitoring Program**
- Appendix F: Garry Oak Meadows Management Plan**

This page is intentionally blank to facilitate double sided printing.



View to the Strait of Georgia

Executive Summary

The Fairwinds Lakes District Neighbourhood Plan area is located on Nanoose Bay Peninsula, on the east coast of central Vancouver Island, within the Regional District of Nanaimo (RDN), Electoral Area 'E'. The area encompasses roughly 287 hectares (ha) of undeveloped and privately-owned land within the Fairwinds Resort Community, which will be subdivided and developed within six separate phases over an anticipated period of 20 years.

Approximately 100 ha of regional parkland, including over 16 km of trails, will be dedicated to the RDN over the course of subdivision and neighbourhood build-out. Park dedication is determined by zoning amendments and the Phased Development Agreement (PDA), which were formally adopted in 2014. The PDA is a legally binding agreement between the RDN and the developer that outlines in detail the development phasing and provision of community amenities.



Wetland

This document represents the first management plan for the future Regional Park within the Fairwinds Lakes District Neighbourhood Plan area. The main purpose of the management plan is twofold:

1. To provide a summary of the Phased Development Agreement (PDA)—including all relevant documents incorporated within the PDA—as it pertains to Regional Park dedication and development.
2. To provide an overview of anticipated management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.



Arbutus Forest

The preparation of this management plan was accomplished through a comprehensive design and public engagement process that involved public open houses, stakeholder interviews, and staff and advisory committee reviews. Public input helped to establish an understanding of current and desired park uses, and provided feedback on the vision, objectives, management issues and naming of the regional park.

The vision statement establishes the overall direction for planning, design and management of the Regional Park:

.....
This Regional Park protects the functional integrity of regionally significant ecosystems and prominent natural features that define the landscape character of the Nanoose Bay Peninsula. It is the “green heart” of the Nanoose Bay Peninsula with interconnected open spaces and corridors that provide links for wildlife and access to nature for humans. The park provides recreational opportunities that are enjoyed by Regional District residents and visitors. It is a place where the cultural heritage and spiritual values of the land to First Nations are recognized, celebrated and protected.



Garry Oak Meadow

The following objectives guide management recommendations and actions:

- Protect and enhance areas with high habitat and ecosystem values.
- Encourage and support environmental appreciation, education, interpretation and stewardship.
- Acquire and provide information about the history and culture of the region to park visitors.
- Support low-impact outdoor recreation.
- Plan the park to maximize safety, security, accessibility and ease of navigation.
- Encourage visitors to be responsible and respectful while enjoying the park.
- Construct and maintain park amenities per regional standards.



Enos Lake

- Manage commercial activities in the park to respect the environmental and cultural resources.
- Work with partners, volunteers, First Nations and visitors on park stewardship.

Management of the future Regional Park will follow standard park guidelines and practices as outlined in the RDN Park Use Bylaw 1399 (2004), the RDN Parks and Trails Guidelines (2013), and the RDN Regional Parks and Trails Plan (2005-2015). This includes general maintenance procedures (garbage collection, inspections, repairs, etc.), safety measures (hazard tree removal, fencing, public notices, etc.), and provisions for accessible amenities. This management plan only addresses management issues, policies and actions that are unique to the future Regional Park. The recommendations for park management are summarized in the tables below:

PARK DEVELOPMENT					
Plan Section	Issue		Recommendation	Who	When
3.2	Amenity Implementation	a	Determine final park boundaries through survey work and staking.	Developer; RDN Parks; RDN Planning	Subdivision; Development
		b	Design and site all amenities in accordance with the Park Masterplan guidelines, the PDA and RDN Parks standards.	Developer; RDN Parks	Subdivision; Development
		c	Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staff and budget constraints.	Developer; RDN Parks	Subdivision; Development
3.4.2	'Notch Summit' Dedication and Access	a	Continue stat right-of-way to ensure trail and service vehicle access to the 'Notch Summit' if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.	Developer; RDN Planning; RDN Parks	At PDA expiry (2034)
3.4.3	Option to Purchase Lands	a	Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five-year Financial Plan for Regional Parks.	RDN Parks	2015-2020
		b	Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.	RDN Parks	Within 5 years of Phase 1A subdivision
		c	Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.	RDN Parks	Within 3 years of Phase 1E subdivision
3.4.4	Parkland Dedication Amendment	a	Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives as per Lakes District Neighbourhood Plan, PDA, and all associated documents.	Developer; RDN Planning; RDN Parks; MOTI	Subdivision

PARK MANAGEMENT: INFRASTRUCTURE AND ENCUMBRANCES

Plan Section	Issue	Recommendation		Who	When
4.2.1	Joint Sanitary Sewer Right-of-Way and Trail	a	Coordinate service schedules and protocols for joint use of SRW as infrastructure and trail.	RDN Parks; RDN Wastewater Services	Phase 2A subdivision
4.2.2	Stormwater Mitigation	a	Coordinate maintenance and monitoring responsibilities for stormwater mitigation features between RDN Parks and RDN Water & Utility Services.	RDN Parks; RDN Water & Utility Services	Phase 1B subdivision
		b	Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.	RDN Parks; RDN Water & Utility Services	Every 5 years after Phase 1B
4.2.3	Easement for Golf Course Irrigation	a	Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the Developer.	RDN Parks; Developer	Ongoing after Phase 2C
		b	Support water level monitoring in Enos Lake by the Developer, as per the Integrated Stormwater Management Plan.	RDN Parks; Developer; RDN Water & Utility Services	Ongoing after Phase 2C
4.2.4	Lake House Dock License	a	Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).	Developer; RDN Parks	Ongoing after Phase 2C

PARK MANAGEMENT: ECOLOGICAL PROTECTION

Plan Section	Issue	Recommendation		Who	When
4.3.1	General Conservation Management	a	Complete environmental assessments for each separate section or phase of Regional Park, following land transfer and amenity construction, to establish updated conditions and management procedures.	RDN Parks; Consultant	After each phase of development
		b	Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.	Developer; RDN Parks	After each phase of development
4.3.2	Forest Carbon Sequestration	a	Prepare a forest carbon management plan that will quantify the carbon stored in the Regional Park and provide recommendations on appropriate forest management.	RDN Parks; RDN Sustain- ability	Following Phase 1A de- velopment
4.3.3	Enos Lake Protection and Monitoring	a	Support the management and monitoring of Enos Lake by the Developer according to the Enos Lake Protection and Monitoring Program.	Developer; RDN Parks; RDN Water & Utility Services	Ongoing after Phase 2C
4.3.4	Garry Oak Meadows Management	a	Support the management of the Garry Oak ecosystem within the future Regional Park by the Developer and stewardship groups according to the Garry Oak Meadows Management Plan.	Developer; RDN Parks; Stewardship groups	Ongoing after Phase 1A

PARK MANAGEMENT: LOW-IMPACT RECREATION

Plan Section	Issue	Recommendation		Who	When
4.4.1	Equestrian Use	a	Prohibit equestrian use within the future Regional Park	RDN Parks	Ongoing after Phase 1A
4.4.2	Cycling	a	Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).	RDN Parks	Ongoing after Phase 1A
4.4.3	Dog-walking	a	Permit controlled dog-use (either on-leash or off-leash), on all park trails without posted restrictions.	RDN Parks	After each phase of development
		b	Complete environmental assessments for each separate section or phase of Regional Park (as in Section 4.3.1) to assess the need for restricted dog use in sensitive areas.	RDN Parks; Consultant	Ongoing after Phase 1A
4.4.4	Enos Lake Use	a	Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, unless otherwise posted.	RDN Parks	Ongoing after Phase 2C
		b	Prohibit swimming and non-motorized boating within 5m of "Irrigation Works", as described in the Easement for Golf Course Irrigation (PDA Schedule N).	RDN Parks	Ongoing after Phase 2C
		c	Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License (PDA Schedule O).	RDN Parks	Ongoing after Phase 2C
4.4.5	Fire Management	a	Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.	RDN Parks; Fire Department	Phase 1A development

PARK MANAGEMENT: COLLABORATIVE STEWARDSHIP

Plan Section	Issue	Recommendation		Who	When
4.5.1	First Nations Partnership	a	Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional park development.	RDN Parks; Snaw-naw-as; Developer	Development
		b	Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.	RDN Parks; Snaw-naw-as; Developer	Development
		c	Collaborate with Snaw-naw-as on the production of educational park signage pertaining to Snaw-naw-as history and culture.	RDN Parks; Snaw-naw-as; Developer	Development
		d	Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future park.	RDN Parks; Snaw-naw-as	Ongoing after Phase 1A
4.5.2	Volunteers	a	Implement a Volunteer Park Warden program for general monitoring of park and trail conditions, as needed.	RDN Parks; Volunteers	Ongoing after Phase 1A
4.5.2	Stewardship Groups	a	Solicit help from local stewardship groups for invasive weed management and restoration work in Gary Oak Meadows.	Developer; RDN Parks; Steward groups	Ongoing after Phase 1A

The annual park maintenance cost for the future Regional Park, which is based on per hectare maintenance costs for all existing Regional Parks and includes items such as incidental repairs, vegetation management and contract services, is estimated at \$4,500 to \$7,500 for each of the six main development phases (or \$27,000 to \$45,000 after full build-out).

This page is intentionally blank to facilitate double sided printing.



Terrace Wetland

1.0 Project Overview

1.1 Project Context

The Fairwinds Lakes District Neighbourhood Plan area is located on Nanoose Bay Peninsula, on the east coast of central Vancouver Island, within the Regional District of Nanaimo (RDN), Electoral Area 'E'. It is framed by the existing Dolphin Beach neighbourhood to the north, the existing Fairwinds neighbourhood to the east, the Department of National Defence to the south, and by rural crown lands to the west (Figure 1.1).

The area encompasses roughly 287 hectares (ha) of undeveloped and privately-owned land within the Fairwinds Resort Community, which will be subdivided and developed within six separate phases over an anticipated period of 20 years. Approximately 100 ha of regional parkland, including over 16 km of trails, will be dedicated to the RDN over the course of subdivision and neighbourhood build-out (Figure 1.2) Regional park dedication will help to protect the site's natural features while providing opportunities for diverse outdoor recreation activities.



Figure 1.1: Lakes District Air Photo, 2014 (Lakes District outlined in red)

The rezoning of the Lakes District was completed in July 2014 with the formal adoption of the zoning bylaws and the Phased Development Agreement (PDA). The PDA is a legally binding agreement between the RDN and the developer that outlines in detail the development phasing and provision of community amenities as envisioned in the Lakes District Neighbourhood Plan (LDNP) of 2011. Planning for the LDNP began in 2008 and involved extensive environmental assessment and community consultation with the goal of creating a sustainable neighbourhood plan predicated on ecological protection and sensitive development.



Legend

- Lakes District Boundary
- Regional Park

Figure 1.2: Regional Park Dedication (over a 20-year period and 6 development phases)

1.2 Management Plan Purpose



North End of Enos Lake



Existing Path

This document represents the first management plan for the future Regional Park within the Fairwinds Lakes District Neighbourhood Plan area. The plan is to be reviewed in five years (2020) and updated formally in ten-year intervals.

The Regional Park will be dedicated in six development phases, over approximately 20 years. The private developer is responsible for constructing all future park amenities during phased subdivision and build-out, as outlined in the PDA and associated documents. Once the development and construction of parkland amenities is complete, the land will be transferred to the RDN. The RDN will then assume the responsibility for the long-term operations and maintenance of the Regional Park.

The main purpose of the management plan is twofold:

1. To provide a summary of the Phased Development Agreement (PDA)—including all relevant documents incorporated within the PDA—as it pertains to Regional Park dedication and development.
2. To provide an overview of anticipated management issues, costs and strategies as they pertain to the future Regional Park following amenity construction and land transfer.

1.3 Management Plan Organization

The plan is organized into the following five sections:

1. Project Overview: project background, purpose and process
2. Site Overview: site description, site inventory and history
3. Park Development: a summary of planning processes, reference documents, and obligations of the developer and the RDN as they pertain to parkland dedication and development
4. Park Management: a summary of park management issues with discussion and recommendations based on ecological assessments, public, staff and stakeholder consultation
5. Summary of Recommendations: recommended actions for park development and management

1.4 Project Process

The preparation of this management plan was accomplished through a comprehensive design and public engagement process that involved the following steps:

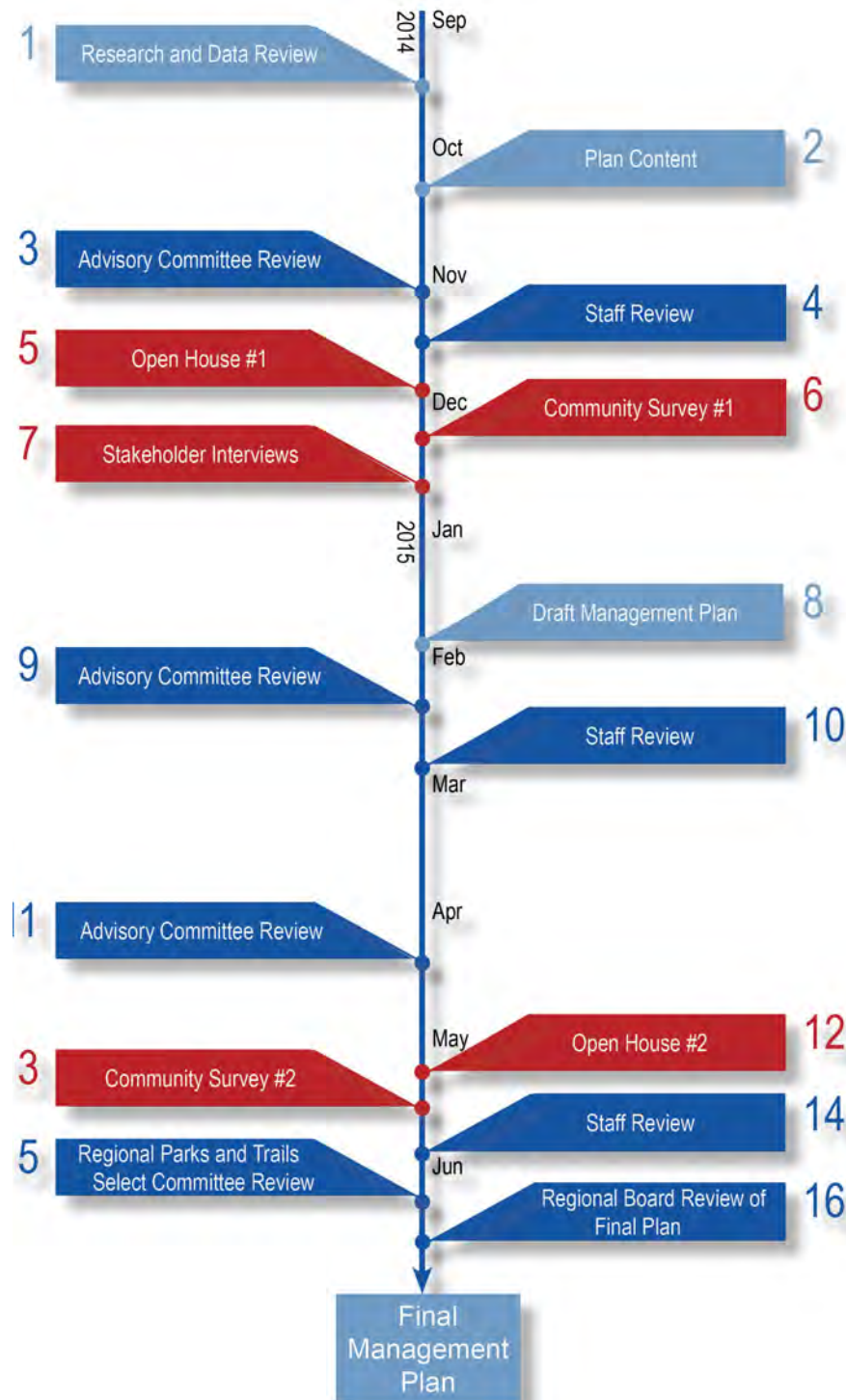


Figure 1.3: Project Process

1.5 Public and Stakeholder Consultation



Open House



Management Recommendations Panels

The public consultation process for the Regional Park Management Plan involved two Open House events and two on-line surveys held in November 2014 and May 2015 respectively. Public consultation findings are summarized below and provided in detail as **Appendix A**.

Key stakeholders, including neighbouring First Nations, the Province, Nanaimo and Area Land Trust (NALT), and the Nanoose Volunteer Fire Department, were contacted following both Open House events. Feedback received is referenced throughout this document. Collaboration with project partners, including Fairwinds and Snaw-naw-as First Nation, was continuous throughout plan development.

First Open House and Survey

The first Open house was held on November 18, 2014 to share information and answer questions about future Regional Park dedication, development and management. A survey was available in hard-copy at the open house and online at the project website from November to December 2014. With over 120 survey responses, the engagement helped to establish the key management preferences of RDN residents, which include the following:

- Provide education on the nature and history of the park area
- Include programming that does not negatively affect the park's ecosystem
- Promote and plan for responsible dog management
- Limit cycling access
- Establish barriers to protect ecologically sensitive areas
- Allow low-impact recreation on Enos Lake

Second Open House and Survey

The second Open House was held on May 13, 2015 to receive public feedback on the draft Management Plan. Draft plans were posted on the project website from May 1, 2015 to May 22, 2015 along with the second survey. A total of 25 survey responses were received both online and in hard-copy at the Open House. Survey respondents were asked to identify their level of support for the draft plan on a 5-point rating scale with "1" denoting strong opposition and "5" denoting strong support. Responses are summarized in the table on the following page.

Level of Support (1-5)	Percentage of Total Responses	Number of Responses
1 - strongly opposed	0%	0
2	29%	6
3	24%	5
4	14%	3
5 - strongly support	33%	7

Fifteen respondents also provided comments to elaborate on their level of support or opposition. The comments were varied but mainly supportive. Opposition to the plan was based largely on issues of environmental protection and stewardship related to neighbourhood development in general. A few respondents expressed individual concerns for future park uses (dog walking, cycling, swimming, park amenity design and quantities).

Park Naming

Suggested names for the future Regional Park were solicited from participants of the first Public Open House and Survey. A total of 35 names were received. Although the suggestions varied, nearly half the respondents suggested including “Nanoose” in the name, with several respondents suggesting reference to First Nations or naming by First Nations. All nominations are included in Appendix A. The following top five nominations, in order of popularity, were made by multiple respondents:

- Nanoose Regional Park
- Nanoose Bay Regional Park
- Nanoose Peninsula Regional Park
- Qwiyulass Regional Park
- Snaw-naw-as Regional Park

The RDN Parks Naming Bylaw C1.3 states that in general Regional Parks should be named after any significant and defining geographical features, followed by the words “Regional Park”. Examples include Benson Creek Falls Regional Park, Mount Benson Regional Park, Descanso Bay Regional Park, and Englishman River Regional Park.

The name for the future Regional Park will be determined following the second public Open House through consultation with First Nations and the Advisory Committee, and approval by the Regional Board.

1.6 Vision and Objectives

The vision and objectives for the Regional Park were interpreted from visioning exercises and public input during the planning process for the Lakes District Neighbourhood Plan and confirmed through the public consultation process for the Regional Park management plan.

Vision

The following vision statement establishes the overall direction for planning, design and management of the Regional Park:

.....
This Regional Park protects the functional integrity of regionally significant ecosystems and prominent natural features that define the landscape character of the Nanoose Bay Peninsula. It is the “green heart” of the Nanoose Bay Peninsula with interconnected open spaces and corridors that provide links for wildlife and access to nature for humans. The park provides recreational opportunities that are enjoyed by Regional District residents and visitors. It is a place where the cultural heritage and spiritual values of the land to First Nations are recognized, celebrated and protected.
.....

Objectives

The following objectives, based on the vision, guide management recommendation and actions:

- Protect and enhance areas with high habitat and ecosystem values.
- Encourage and support environmental appreciation, education, interpretation and stewardship.
- Acquire and provide information about the history and culture of the region to park visitors.
- Support low-impact outdoor recreation.
- Plan the park to maximize safety, security, accessibility and ease of navigation.
- Encourage visitors to be responsible and respectful while enjoying the park.
- Construct and maintain park amenities per regional standards.
- Manage commercial activities in the park to respect the environmental and cultural resources.
- Work with partners, stakeholders, volunteers, First Nations and visitors on park stewardship.



Enos Lake

2.0 Site Overview

2.1 Site History

The Nanoose Peninsula has a long history of settlement, beginning with the Snaw-Naw-As First Nation (see Section 4.5). Europeans brought changes in land use and resource development and by the early 1900s the area featured manufacturing facilities for cordite and various types of dynamite, a brick plant, and the Esquimalt & Nanaimo Railway.

In the 1980s, planning began for a 548 ha community known as Fairwinds Community and Resort. Today the community includes more than 700 homes, an 18-hole golf course, clubhouse, and neighbourhood recreation facility (Fairwinds Centre). The Lakes District Neighbourhood Plan was adopted in 2011 as a means to update the 1983 community master plan for the remaining undeveloped Fairwinds lands in a manner more consistent with present values and standards of conservation and efficient land use.

The rezoning of the Lakes District was completed in July 2014. Subdivision and full neighbourhood build-out are anticipated in six development phases over the next 20 years.

2.2 Site Description



The Notch / Qwiyluss



Enos Lake

The terrain of the Lakes District is characterized by two defining hilltops: The Notch (traditionally referred to as “Qwiyluss” by Snaw-naw-as but known colloquially as “the Notch” due to an indentation at the summit) and the Lookout. The Notch/Qwiyluss rises more than 250 m above sea level and is a regionally recognizable feature that forms the north shore ridgeline of Nanoose Bay. The Lookout is the pinnacle of the central ridge of the Lakes District.

Enos Lake, located between the Notch/Qwiyluss and the Lookout, is the site’s central feature. Its drainage basin is characterized by steep forested slopes, and an interconnected system of wetlands and streams. Dolphin Lake, which lies just outside of the Lakes District area, is an integral feature in terms of wildlife habitat and site drainage.

The Regional Park

Over 40% of the Lakes District will be designated and protected as Regional Park. The park will encompass the Notch/Qwiyluss, the Lookout and Enos Lake, along with significant wildlife corridors (between Enos and Dolphin Lakes), sensitive slopes, rocky outcrops, and Garry Oak and wetland ecosystems that constitute the complex and diverse ecological make-up of the area.

Land use designation in the Lakes District is based on a central framework of conservation. A Conservation Map (**Figure 2.1**), produced during the Lakes District neighbourhood planning process as a culmination of extensive ecological inventories, mapping, and community consultation, outlines the significant ecological features captured within Regional Park dedication.



Legend

- Lakes District Boundary
- Conservation Framework
- Garry oak Ecosystem
- Environmentally Sensitive Areas
- Extreme Slopes (+40%)
- Steep Slopes (30 - 40%)

Figure 2.1: Conservation Plan

2.3 Site Inventory



Open Water Wetland



Wetland



Garry Oak Meadow

The following studies, completed during the planning process for the Lakes District Neighbourhood Plan, informed the conservation framework that guided land use designation, housing type, circulation and parkland dedication in the Lakes District, as outlined in the Phased Development Agreement:

- **Archaeological Overview Assessment; Lakes District and Schooner Cove Neighbourhood Plan Areas, Nanoose Bay, BC** (I.R. Wilson Consultants Ltd., 2008)
- **Preliminary Geotechnical Terrain Assessment for Proposed Subdivision Fairwinds Neighbourhood 2 Nanoose Bay, BC** (Trow Associates Inc., 2008)
- **Lakes District Study Area; Fairwinds Development Detailed Biophysical Assessment** (Cascadia Biological Services, 2009)
- **Environmental Impact Assessment; Fairwinds' The Lakes District and Schooner Cove Neighbourhood Plans** (Pottinger Gaherty Environmental Consultants Ltd., 2010)
- **The Lakes District and Schooner Cove Integrated Stormwater Management Plan** (Kerr Wood Leidal Consulting Engineers, 2013)

These studies also provide support for future management recommendations outlined in Section 4 of this report. The full reports are posted on the RDN Parks website at www.rdn.bc.ca/Fairwinds; a summary of each report is included in **Appendix B**.

The following environmental management plans provide detailed recommendation on conservation management for two significant ecosystems within the future Regional Park:

- **Enos Lake Protection & Monitoring Plan - Draft** (Pottinger Gaherty Environmental Consultants, 2015)
- **Garry Oak Meadows Management Plan** (Pottinger Gaherty Environmental Consultants, 2015)

An overview of monitoring and management recommendations from each plan is provided in Section 4 of this report. The Garry Oak Meadows Management Plan is included as **Appendix F**. The Enos Lake Protection & Monitoring Plan will be included as **Appendix E** upon completion.



3.0 Park Development

This section summarizes planning processes, reference documents, obligations of the developer, and recommendations for the RDN pertaining to parkland dedication and development.

3.1 Lakes District Neighbourhood Plan (2011)

The planning process for regional parkland designation began in 2008 with the preparation of the Lakes District Neighbourhood Plan. The process involved an in-depth review of regional planning directives, detailed analysis of the land's biophysical constraints and opportunities, and identification of best management practices (BMPs) for environmental management and sustainable community planning and design. Community values were considered through an extensive public engagement process that included open houses and design workshops, advisory group meetings, a Public Hearing, and reviews with Regional District departments, Snaw-Naw-As First Nation and external agencies.

The Neighbourhood Plan provides for the phased development of a sustainable neighbourhood containing a diversity of housing forms integrated within a network of regionally significant park and trails. It was adopted in 2011 as OCP Amendment Bylaw No.1400.03.

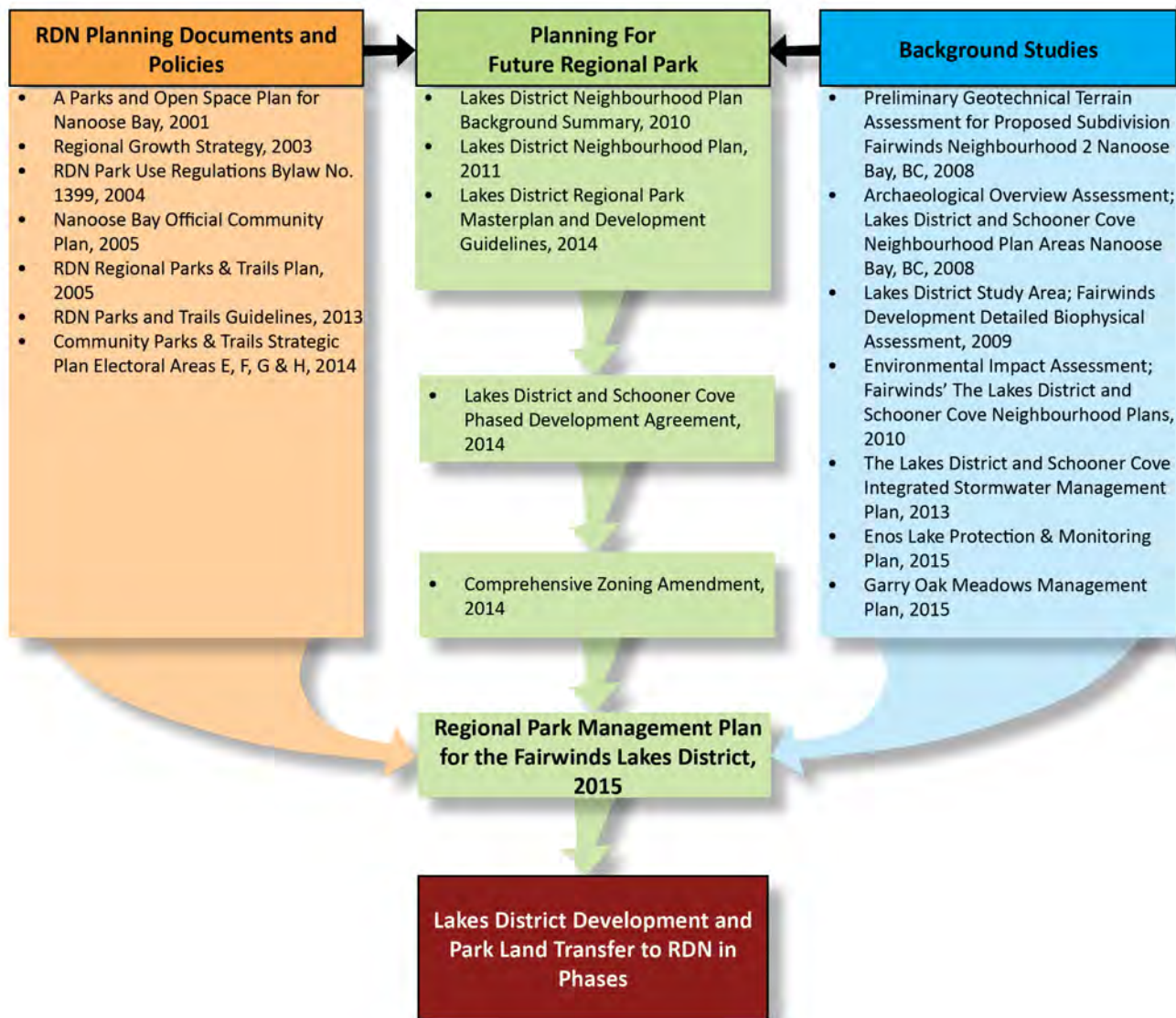


Figure 3.1: Planning Process and Document Summary

3.2 The Lakes District Regional Park Masterplan and Development Guidelines (2014)

The Lakes District Regional Park Masterplan and Development Guidelines (The Park Masterplan) provides a framework for implementing the park vision adopted in the Lakes District Neighbourhood Plan. It outlines objectives for environmental conservation and passive recreation, and includes a site plan showing the regional parkland and trail network (Figure 3.1), as well as guidelines for park amenities, trail classifications with cross-sectional drawings, and construction standards.

The Park Masterplan was submitted as part of the Zoning Amendment Application, which was approved in 2014. It is incorporated within the Phased Development Agreement as Schedule F, attached to this report as **Appendix D**, and summarized on Page 16.



Trails & Features

- — — Trail Type I: Multi-Use (2.5-3.0m width)
- — — Trail Type II: Walking (1.5-2.25m width)
- — — Trail Type III: Hiking (0.75-1.0m width)
- - - Trail Type III: Notch Trail (Temporary)
- — — Bridges + Boardwalk
- - - Enos Lake "Blue Way" and Docks
- ◆ Major Staging Area
- ◆ Minor Staging Area
- Trail access Point
- ⊗ Lookout
- Dock

Land Use

- Lakes District Boundary
- Regional Park
- Community Park
- Notch / Qwiylass Park Lands subject to Option to Purchase
- Lookout Development Lands subject to Option to Purchase
- Neighbourhood Lands
- Lakehouse Centre
- Civic Infrastructure
- Public Road ROW

Sidewalks & Pathways

- — — Multi-Use Pathway (3.0m width)
- — — Collector Sidewalk (2.4m width)
- - - Emergency Connector Pathway (4.0m width)
- — — Local Sidewalk (1.8m width)
- Designated Street Crossing
- Ⓣ Potential Transit Stop & Shelter

Figure 3.2: Site Plan from The Lakes District Regional Park Masterplan and Development Guidelines (2014)

Park Amenities



Bridges



Parking



Signage



Retaining Wall

In addition to providing a conceptual layout for the regional park network (which constitutes approximately 40% of the Lakes District, or 100 ha), the Park Masterplan enumerates the future park amenities and works that will be completed by the developer prior to parkland transfer to the RDN.

The following is a list of park amenities (quantities provided in the Park Masterplan are included):

- Multi-use trails for walking and cycling (2.5-3m wide) – 2.17km total
- Walking trails (1.5-2.25m wide) – 8.9 km total
- Hiking trails (1m wide) – 5.10 km total
- Boardwalk and Bridges for wetland and riparian crossings – 0.24 km total
- Minor Docks for the Enos Lake “Blue Way” – 2 total
- Lake House Dock (4mx7m), on Enos Lake at Lake House Community Centre– 1 total
- Stairs for steep sections of trail
- Structures, such as picnic shelters, where deemed appropriate
- Benches at rest areas and lookouts
- Trail Signage for way finding and education
- Entrance Signage at all trail access points – 45 total
- Major Staging Areas (including parking for 10-15 vehicles, park sign or kiosk, vehicle barriers, bike racks, garbage receptacles; possibly picnic facilities and washrooms) – 4 total
- Minor Staging Areas (include parking for 4-6 vehicles, park sign, and vehicle barriers; possibly bike racks and garbage receptacles) – 1 total
- Access barriers, including bollards and gates to restrict vehicle and pedestrian access
- Fences for park delineation and to protect sensitive vegetation and habitat
- Retaining Walls to prevent soil erosion as required
- Safety treatments for street crossings between park entrances – 15 crossings total
- Native planting for buffers and restoration work as required
- Drainage culverts as required
- Rainwater Creeks to convey stormwater to appropriate retention areas – 14 total
- Regional Rain Gardens to store and filter run-off water – 4 total
- Sanitary Sewer Right-of-Way along portion of trail east side of Enos Lake – 1 km total

Design and Construction Standards

The Masterplan provides conceptual plans for park boundaries, trails, boardwalks, bridges, docks and stairs, as well as general guidelines for construction and siting to minimize impact on the environment and maximize visitor safety, accessibility and enjoyment. Design, quantities and siting will therefore need to be finalized for each amenity during implementation.

Recommendations for Park and Amenity Implementation

Because the Park Masterplan is largely conceptual, the RDN and the developer will work collaboratively at the time of subdivision and during park development to:

- Determine final park boundaries through survey work and staking.
- Design and site all amenities in accordance with the Park Masterplan guidelines and RDN Parks standards.
- Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staffing and budgetary constraints.

3.3 Comprehensive Zoning Amendment (2014)

Following adoption of the Lakes District Neighbourhood Plan, a Comprehensive Zoning Amendment Application was submitted to the RDN by the developer in July 2013. The Phased Development Agreement was submitted in conjunction with the application as a legal mechanism to support the commitments and terms of the zoning amendment, including park phasing, land dedication and park improvements.

Further public engagement was conducted as part of the zoning amendment process, including extensive consultation with RDN staff and the Fairwinds Community Association, a community Public Open House, a Public Information Meeting and a Public Hearing. The Comprehensive Zoning Amendment (Bylaw 500.384) and the Phased Development Agreement (Bylaw 1692) were reviewed and adopted in tandem in July 2014.

3.4 Phased Development Agreement (2014)

The Phased Development Agreement (PDA) is a legally binding, 20-year agreement between the RDN and the developer that outlines in detail the land uses, development phasing and provision of community amenities as envisioned in both the Lakes District Neighbourhood Plan and the Schooner Cove Neighborhood Plan. The agreement outlines 82 items, organized into roughly 20 sections, addressing both neighbourhoods.



Boardwalk Detail from Masterplan

Thirty documents are annexed to the agreements as schedules. They include the following schedules that pertain to Regional Park dedication and development in the Lakes District:

- Schedule D: Park Phasing Plan
- Schedule E: Park Improvement Phasing Plan
- Schedule F: Regional Park Masterplan and Development Guidelines
- Schedule L: Statutory Right of Way for Public Access (to Notch/ Qwiyulass Summit)
- Schedule N: Easement for Golf Course Irrigation (Enos Lake)
- Schedule O: Licence for Commercial Dock (on Enos Lake)
- Schedule P: Notch Option to Purchase
- Schedule Q: Lookout Option to Purchase
- Schedule R: Section 219 Covenant over Option to Purchase Lands (for Notch and Lookout)
- Schedule S: Construction Covenant
- Schedule Z: Regional Park Management Plan –Terms of Reference
- Schedule AA: Garry Oaks Meadows Management Plan – Terms of Reference
- Schedule BB: Enos Lake Protection and Monitoring Program – Terms of Reference

The full PDA (including all schedules) is posted on the RDN website under the Current Planning section at www.rdn.bc.ca. Items that pertain to the future Regional Park are discussed below and summarized in **Appendix C**.

3.4.1 Phasing Overview (PDA Sections B.1 and C.2 + Schedules E and F)

In accordance with the PDA, the future Regional Park will be transferred to the RDN in sections, and in conjunction with the subdivision of six major development phases: Phases 1 through 4 (which are to proceed consecutively), and Independent Phases I and II (which may proceed in either order, and at any time, irrespective of Phases 1 to 4). Each of the phases is further divided into sub-phases, which may proceed concurrently and in any order within a given phase. Development of all sub-phases must be completed—or security must be provided—before the next major phase can begin.

Regional Park land will be transferred to the RDN at the time of subdivision registration for each sub-phase. The developer must construct the park amenities within one year of the transfer of the parkland in accordance with PDA commitments and RDN Parks standards.

The Park Land Phasing Plan from PDA Schedule D (**Figure 3.4**) illustrates phased parkland dedication by area while the chart below (**Figure 3.3**) depicts the sequence of phased dedication and associated implementation requirements.

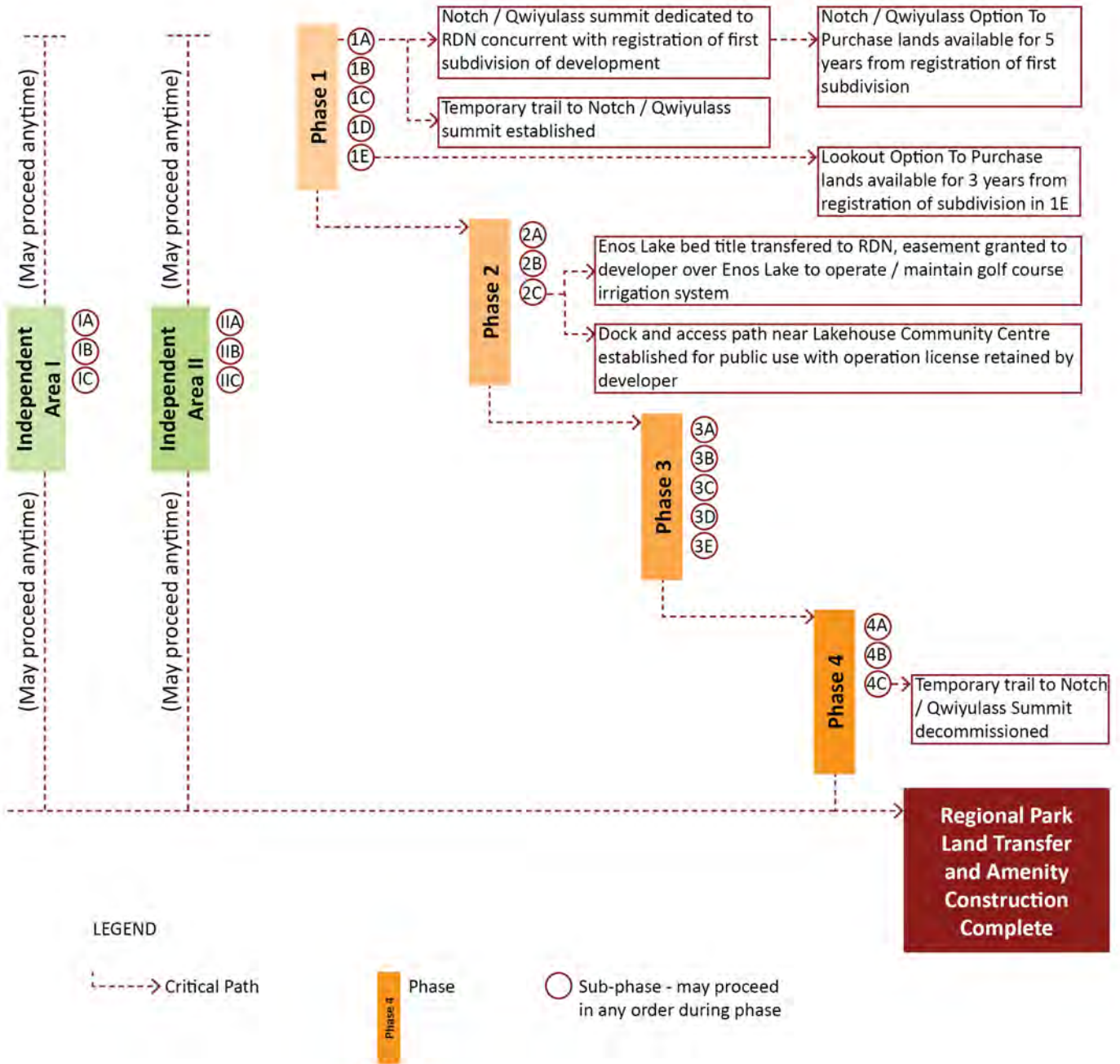
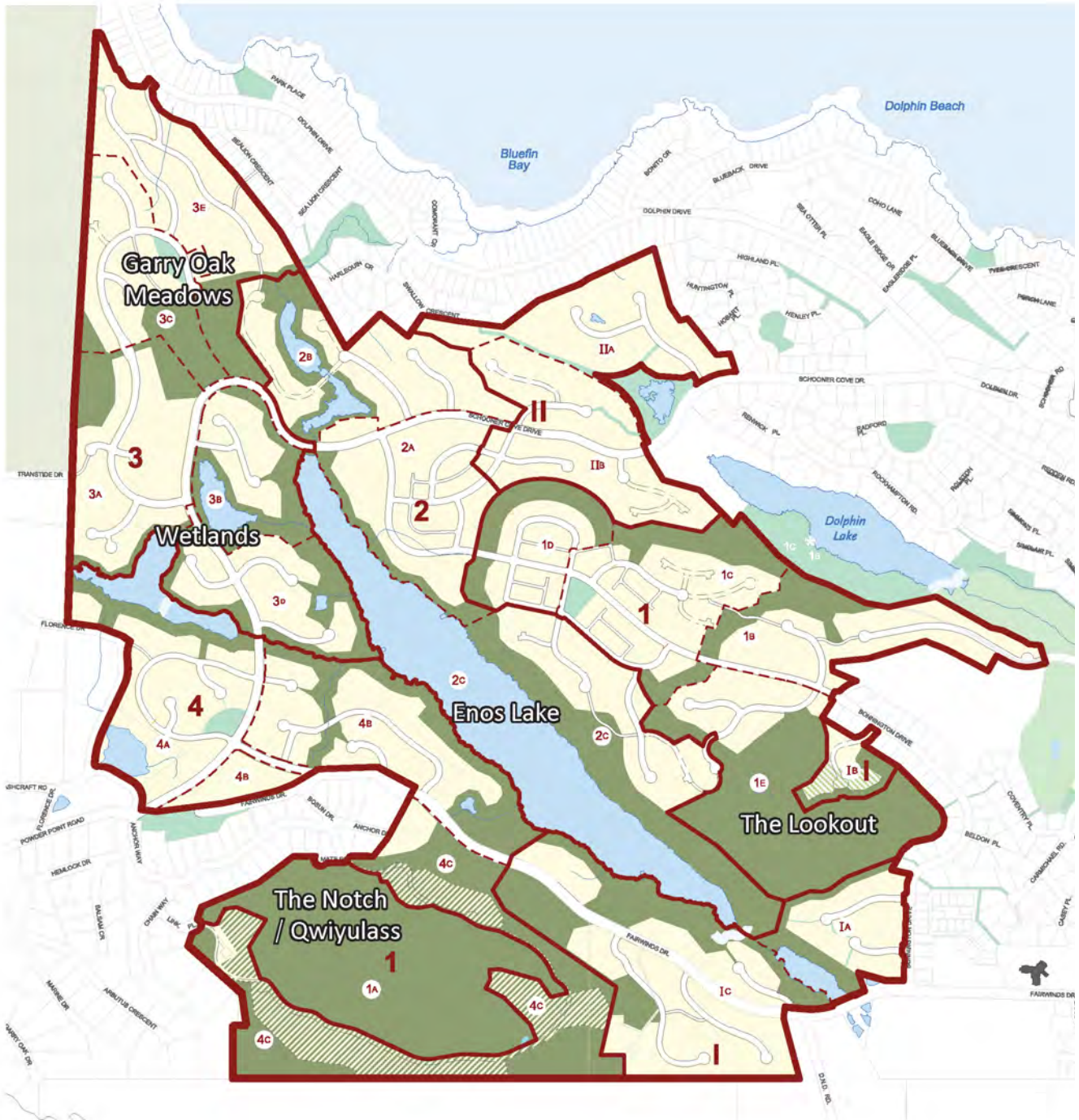


Figure 3.3: Park Land Phasing Sequence



Legend

- 1** Phase
- 1A** Sub-Phase
- Phase Boundary
- - -** Sub-Phase Boundary
- Regional Park
- Community Park
- ▨** Notch / Qwiyulass Park Lands subject to Option to Purchase
- ▨** Lookout Development Lands subject to Option to Purchase
- Neighbourhood Lands

Figure 3.4: Park Land Phasing Plan

3.4.2 Notch Summit / Qwiyluss (PDA Sections C.1 and C.2 + Schedule L)

The lands on the Notch/Qwiyluss identified in the PDA as ‘Notch Summit’ will be transferred to the RDN with registration of the first subdivision of the Lakes District land (Phase 1A). A temporary statutory right-of-way for trail access to the summit will be provided by the developer until the permanent trail is completed in Sub-Phase 4C.

Although the PDA commits approximately 40% of the lands within the Lakes District for Regional Park use, parkland dedication requirements for subdivision are fulfilled in the first phase of development by transfer of the ‘Notch Summit’ (Phase 1A), which is 20 ha in size and roughly 5% of Lakes District Neighbourhood Plan Area. Because Regional Park dedication and amenity implementation is driven by the development approval process, it is possible that only a portion of the Regional Park will be dedicated and transferred to the RDN before the PDA expires in 20 years.

Recommendation for ‘Notch Summit’ Dedication and Access

Continue statutory right-of-way to ensure trail and service vehicle access to the ‘Notch Summit’ if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.



The Notch / Qwiyluss Trail

3.4.3 Option to Purchase Lands (PDA Section C.4 + Schedules D,P,Q and R)

Two parcels of developable land—located on the Notch/Qwiyluss and the Lookout—are designated in the PDA as “Option to Purchase Lands.” The RDN has the option to purchase these lands from the developer for Regional Park use at the time of subdivision.

The Notch Park Lands Subject to Option to Purchase, as identified in the Parks Phasing Map (PDA Schedule D), will be available for purchase by the RDN for five years from the date of registration of the first subdivision in Phase 1A. The subject land, which is roughly 10 ha (25 acres) in size, or 1/3 of the total area of the Notch/Qwiyluss, is zoned as Regional Park (PR1), and is also protected from development in perpetuity by a No Build Covenant (CA3917284) between the owner and the RDN. The zoning and covenant do not, however, ensure public access or management of the Option to Purchase lands for Regional Park use.

The Lookout Development Lands Subject to Option to Purchase will be available for purchase by the RDN for three years from the date of the registration of subdivision in Phase 1E. The land—which is approximately 0.8 ha (2 acres) in size and part of the main access route to the Lookout Summit from Bonnington Drive— is zoned for Multiple Dwelling Residential (RMD), and is subject to development if not purchased by the RDN by the end of the three-year term.

A legal survey and appraisal will need to be completed at the first phase of subdivision to determine accurate boundaries, size and value for the Option to Purchase Lands. However, an estimated value of \$1 million for the Notch/ Qwiyulass and \$100,000 for the Lookout has been provided by the developer for budgeting purposes.



The Notch / Qwiyulass Trail

Recommendation for Option to Purchase Lands:

In order to ensure public access, uniform management and ecological stewardship of the Notch lands, as well as preservation of the forested slope and trail access to the Lookout, the RDN will:

- Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five Year Financial Plan for Regional Parks.
- Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.
- Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.

3.4.4 Parkland Dedication Amendment (PDA Section D.1 and Schedule T)

Section D.1.48 of the PDA states that the dedication or transfer of parkland in the Lakes District is calculated on the basis of the assumed road right-of-way areas within each sub-phase (as set out in PDA Schedule T). If road right-of-way dedication increases at the time of subdivision registration for any given sub-phase, as per BC Ministry of Transportation and Infrastructure (MOTI) requirements, the park area transfer or dedication within that given sub-phase may be reduced by the amount of road right-of-way increase, up to a maximum reduction of 5%.

Recommendation for Parkland Dedication Amendment

If, during the subdivision registration of any given sub-phase, the parkland dedication will be reduced due to an increase in road right-of-way area as required by MOTI, the RDN and the developer will work in partnership to:

- Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives envisioned in the Lakes District Neighbourhood Plan and set out in the Phased Development Agreement and all associated documents and studies.



View to Nanoose Bay

4.0 Park Management

This section outlines park management issues, recommended strategies and estimated costs as they pertain to the future Regional Park, following land transfer and amenity construction. Discussion and recommendations are based on ecological assessments and public and stakeholder consultation completed during the planning processes for the Lakes District Neighbourhood Plan, the Comprehensive Zoning Amendment, and this Management Plan.

4.1 Management Overview

The Regional District of Nanaimo (RDN) manages approximately 2,026 ha of regional park, trail and conservation lands along with another 584 ha of neighbourhood and community parks and trails.

All regional parkland is managed for both environmental protection and low-impact human use. The RDN Parks Department strives to maintain this balance through regular ecological monitoring and restoration work, partnerships with First Nations and community stewardship groups, and general public communication through park signage, guidebooks and recreation programming. These practices are consistent with the management objectives set out for the future Regional Park in the Lakes District Neighbourhood Plan (see Section 1.6).

Management of the future Regional Park will, in general, follow standard park guidelines and practices as outlined in the RDN Park Use Bylaw 1399 (2004), the RDN Parks and Trails Guidelines (2013), and the RDN Regional Parks and Trails Plan (2005-2015). This includes general maintenance procedures (garbage collection, inspections, repairs, etc.), safety measures (hazard tree removal, fencing, public notices, etc.), and provisions for accessible amenities.

The following sections of this report (Sections 4.2-4.5) will only address management issues, policies and actions that are unique to the future Regional Park.

4.1.1 Estimated Costs

The annual park maintenance cost for the future Regional Park—which is based on per hectare maintenance costs for all existing Regional Parks and includes items such as incidental repairs, vegetation management and contract services—is estimated at \$4,500 to \$7,500 for each of the six main development phases (or \$27,000 to \$45,000 after full build-out).

Estimated replacement and repair costs for all future park amenities based on typical 2015 construction costs—are outlined in the following schedule (**Figure 4.1**).

Amenity	Unit	Independent Area I	Independent Area II	Phase 1	Phase 2	Phase 3	Phase 4	TOTAL	Major Repair or Replacement	Replacement Unit Cost (2015)	TOTAL COST
Trail Type I: Multi-use Trail (2.5-3.0m)	lin m	0	0	1099	575	0	0	1674	Resurfacing every 20 years	\$ 30	\$ 50,220
Trail Type II: Walking Trail (1.5-2.25m)	lin m	1231	90	1482	1407	2562	1715	8487	Resurfacing every 20 years	\$ 20	\$ 169,740
Trail Type III: Hiking Trail (0.75-1.0m)	lin m	173	0	4323	61	0	540	5097	Resurfacing every 20 years	\$ 10	\$ 50,970
Trail Type III: Notch Trail (Temporary)	lin m	281	0	0	0	0	0	281	Resurfacing every 20 years	\$ 20	\$ 5,620
Boardwalk/ bridges	lin m	78	0	99	21	25	49	272	Decking replaced after 20 years	\$ 1,000	\$ 272,000
Lookouts	ea.	1	0	5	2	2	0	10	Decking replaced after 20 years	\$ 2,000	\$ 20,000
Major Staging Areas	ea.	2	0	0	2	0	0	4	Resurface every 5-7 years	\$ 5,000	\$ 20,000
Minor Staging Areas	ea.	1	0	0	0	0	0	1	Resurface every 5-7 years	\$ 2,000	\$ 2,000
Trail Access Points	ea.	4	2	13	3	10	8	40	N/A	\$ -	\$ -
Docks	ea.	0	0	0	2	0	0	2	Decking replaced after 10 years	\$ 20,000	\$ 40,000
Stairs*	lin m	25	0	50	100	25	0	200	Replacement after 30 years	\$ 500	\$ 100,000
Retaining Walls*	lin m	100	0	0	500	50	350	1000	Replacement after 50 years	\$ 100	\$ 100,000
Culverts*	ea.	1	0	0	1	1	1	4	Replace after 50 years	\$ 2,000	\$ 8,000
Rainwater Creeks*	ea.	1	0	1	0	2	2	6	N/A	\$ -	\$ -
Small Entrance Signs*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 300	\$ 12,000
Large Entrance Signs*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 2,500	\$ 12,500
Interpretive/ wayfinding signs*	ea.	10	0	15	10	20	10	65	Replace after 10 years	\$ 1,000	\$ 65,000
Maps*	ea.	4	2	13	3	10	8	40	Replace after 10 years	\$ 1,000	\$ 40,000
Kiosks*	ea.	3	0	0	2	0	0	5	Replace after 50 years	\$ 18,000	\$ 90,000
Bike racks*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Garbage receptacles*	ea.	3	0	0	2	0	0	5	Replace after 20 years	\$ 600	\$ 3,000
Fencing*	lin m	50	0	450	40	1020	450	2010	Replace after 10 years	\$ 80	\$ 160,800
Safety railings*	lin m	150	0	0	350	200	0	700	Replace after 10 years	\$ 100	\$ 70,000
Bollards*	ea.	7	2	13	5	10	8	45	Replace after 30 years	\$ 400	\$ 18,000
Benches*	ea.	4	0	19	6	7	5	41	Replace after 20 years	\$ 2,500	\$ 102,695
Picnic Tables*	ea.	2	0	0	2	0	0	4	Replace after 20 years	\$ 2,500	\$ 10,000
Washrooms (Porta potty with surround)*	ea.	2	0	0	2	0	0	4	Replace after 30 years	\$ 4,000	\$ 16,000

*Quantities estimated based on descriptions in Park Masterplan

Figure 4.1: Amenity Replacement Schedule and Costs

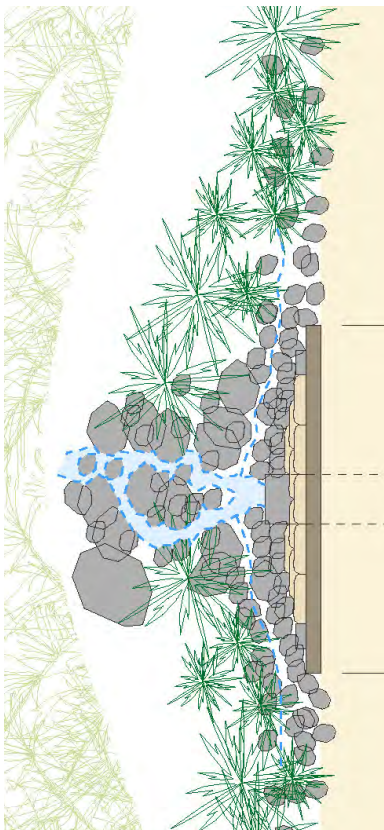
4.2 Infrastructure and Encumbrances

The Phased Development Agreement identifies several easements and licences that allow for public infrastructure and private uses within the future Regional Park. Associated long-term implications for park management and operations are discussed below.

4.2.1 Sanitary Sewer Right-of-Way (SRW)

To maximize efficiency in the sanitary sewer system and to minimize long-term infrastructure maintenance costs, a sanitary trunk main is proposed within the Regional Park for a 1 km stretch along the east side of Enos Lake.

The Sanitary Sewer Right-of-Way (SRW) is planned to be paired with a portion of the Multi-use Trail (2.5-3.0 m wide) for a distance of 450 m between Schooner Cove Drive and the proposed Lake House Community Centre. Southeast from the Lake House, the SRW continues along a portion of Walking Trail (1.5-2.25 m wide) for a distance of 650 m. The SRW is illustrated in the Park Master Plan (PDA Schedule F) and the Infrastructure Phasing Plan (PDA Schedule G).



Rainwater Creek Detail from Masterplan

Management Recommendation:

RDN Parks will work collaboratively with RDN Wastewater Services to:

- Coordinate service schedules and protocols for joint use of the SRW as park trail and infrastructure.

4.2.2 Stormwater Mitigation

As a Best Management Practice in stormwater management, 12 to 14 **rainwater creeks** and two to four **regional rain gardens** will be constructed within the Regional Park to convey and filter stormwater run-off from development areas into Enos Lake, as directed by the Integrated Stormwater Management Plan or ISMP (PDA Schedule DD). The proposed location of these stormwater mitigation features is illustrated in the Infrastructure Phasing Plan (PDA Schedule G).

The rainwater creeks, built of rocks and gravel, will follow natural contours with pools and cascading sections to aerate run-off water. The vegetated rain gardens will be engineered to filter and mitigate run-off. Over time, with proper monitoring and maintenance, these engineered features will naturalize and provide habitat value for the Regional Park.

Management Recommendations:

RDN Parks will work collaboratively with RDN Water & Utility Services in order to:

- Coordinate maintenance and monitoring responsibilities for stormwater mitigation features within the Regional Park.
- Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.

4.2.3 Easement for Golf Course Irrigation (Enos Lake)

An existing water license on Enos Lake allows for the withdrawal of up to 173,000 cubic metres of water by the owners of Fairwinds for irrigation of the Fairwinds Golf Course. According to the Integrated Stormwater Management Plan (PDA Schedule DD), current withdrawals are approximately 56% of the amount allowed by the active water license.

Water is currently withdrawn from Enos Lake from a submerged intake and overland pipe (which will be buried during development) to Dolphin Lake. The “Irrigation Works” (as described in PDA Schedule N) include a pump house on the west side of Enos Lake, as well as a dam, outlet and weir. The ISMP recommends long-term water level and water quality monitoring, which are addressed in part by the Enos Lake Monitoring and Protection Program (attached to this report as **Appendix E** and discussed in Section 4.3).

The RDN will grant the Fairwinds owner an easement (PDA Section C.1.9 and Schedule N) to operate, maintain, upgrade and replace the irrigation system for the Fairwinds Golf Course at the time of transfer of the Enos Lake bed title to the RDN (Phase 2C). The RDN may call upon the Fairwinds owner to provide a release of the easement in the event the water license for golf course irrigation is canceled.

Management Recommendations:

Following easement registration (and easement area designation) at the time of the title transfer of the Enos Lake bed, the RDN Parks will work in collaboration with RDN Water & Utility Services to:

- Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the developer.
- Support water level monitoring in Enos Lake by the developer, as per the Integrated Stormwater Management Plan.



Enos Lake

4.2.4 Lake House Dock License

The developer will build a 4 m by 7 m dock for boat access on Enos Lake, as well as a 1.75 m wide access trail, in the vicinity of the proposed Lake House Community Centre within one year of Phase 2C subdivision (PDA Sections C.1 and C.5). The RDN will grant a license to the developer—concurrent with the transfer of the Enos Lake Bed title to the RDN—to maintain, upgrade and replace the dock and access path (as necessary and at the developer’s expense) and to utilize up to one-half of the dock for rental and storage of kayaks, canoes and other non-motorized watercraft. Public access to the dock is to be ensured at all times. Long-term public and private access and use of the dock is outlined in detail in the License for Commercial Dock (PDA Schedule O).

Management Recommendation:

Following construction of the Lake House Dock on Enos Lake, transfer of the Enos Lake bed title to the RDN and issuing of the Lake House Dock license to the developer, the RDN Parks department will:

- Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).

4.3 Ecological Protection

Land use and park dedication in the Lakes District Neighbourhood area is based on a framework of environmental conservation. Approximately 40% of the land in the Lakes District will be protected through Regional Park designation. The future park includes key landscape features such as the Notch/Qwiyulass, the Lookout and Enos Lake, and is intended to protect the site’s vulnerable ecosystems such as Garry Oak Meadows, wetlands and steep forested slopes (see **Figure 4.2**).

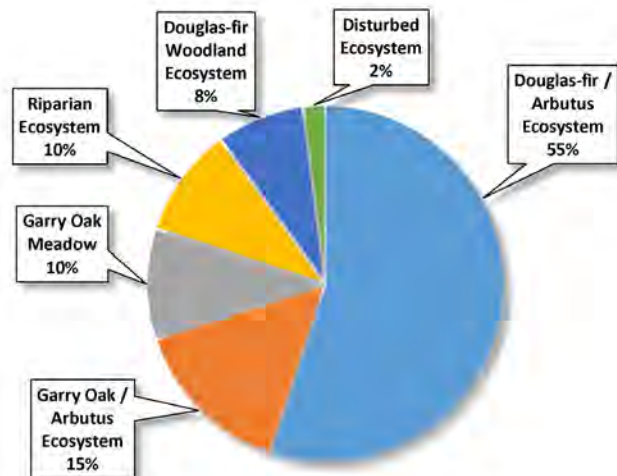


Figure 4.2 Ecosystem Distribution in the Future Regional Park

4.3.1 General Conservation Management

The RDN Parks department will endeavour to protect, restore and enhance the natural environment within the future Regional Park, in accordance with established RDN conservation practices, as well as the vision and objectives established through the Lakes District Neighbourhood Plan (Section 1.6) and subsequent public and stakeholder consultation (Section 1.5).

Park operations procedures for all RDN Regional Parks include conservation efforts such as invasive species monitoring and removal, ecological restoration using native plants and materials, protection of plant communities and habitat through fencing, trail siting and education, and minimal use of amenities (that are built from natural materials when possible).

The future Regional Park is, however, conceptual, and the completion of a Park Management Plan prior to park dedication (as required by the PDA) is unprecedented for the RDN. Although the PDA commits a generous portion of undeveloped land for Regional Park dedication, that land will be affected in the future by adjacent development and increased human use, both inside and outside the Regional Park boundary.

Because management recommendations in this report are based largely on current environmental conditions (and conceptual projections), the RDN Parks Department will need to reassess each portion of the future Regional Park as it becomes developed and transferred in phases.

Management Recommendations:

Following phased subdivision, development and parkland transfer, and in accordance with established management objectives for ecological protection and enhancement of the future Regional Park, the RDN Parks department will:

- Complete environmental assessments for each separate section or phase of Regional Park to establish updated conditions and management procedures.
- Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.
- Collaborate with the developer, First Nations, stewardship groups, volunteers and other RDN departments to implement ongoing monitoring and management directives as outlined in the PDA and any subsequent assessments and studies.



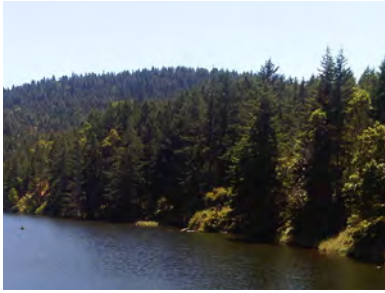
Garry Oak Meadow



Wetlands



Arbutus Forest



Forest Around Enos Lake

4.3.2 Forest Carbon Sequestration

The RDN has committed to making progress towards carbon-neutral operations by investing in local projects to the greatest extent possible. Because the PDA protects forested lands previously slated for development (i.e., prior to the Lakes District Neighbourhood Plan), the future Regional Park provides an opportunity for the RDN to quantify and manage stored carbon as a means of mitigating greenhouse gas emissions.

Management Recommendation:

Following the first phase of subdivision, development and land transfer, the RDN Parks Department will work collaboratively with the RDN Sustainability Department to:

- Prepare a forest carbon management plan that will quantify the carbon sequestered in the Regional Park and provide recommendations on appropriate forest management practices.

4.3.3 Enos Lake Protection and Monitoring Program (ELPMP)

Enos Lake is a small lake (18 ha) in a mostly undeveloped area of the Fairwinds Community within a watershed area of 235 ha. Approximately 86 ha of the watershed will be developed in phases per the Phased Development Agreement. The Enos Lake Protection and Monitoring Program (ELPMP) was developed in accordance with the PDA (Schedule BB) and per the Integrated Stormwater Management Plan or ISMP (PDA Schedule DD).

Whereas the ISMP proposes mitigation of possible effects of future development on Enos Lake through stormwater management design, the ELPMP provides a long-term monitoring framework for those potential effects. It includes: baseline water quality monitoring and assessment; support in the development of site specific Water Quality objectives based on Ministry of Environment (MoE) protocols; and guidelines for invasive species management practices.

Enos Lake monitoring and invasive species management is to be completed by a Qualified Environmental Professional (QEP) on behalf of the developer during phased development and one year post development (within the 20-year term of the Phased Development Agreement). Monitoring results will be provided to the RDN and all relevant stakeholders annually; an engineer's report on ISMP performance based on ELPMP results will be submitted to the RDN by the developer for each subdivision application. Should ELPMP data indicate that water quality objectives are not being met, a third-party assessment by a QEP will be completed to identify actions that could be applicable to future development phases.

The ELPMP is attached to this report as **Appendix E**.

Management Recommendation:

The RDN will work collaboratively with the developer at the time of subdivision and development to:

- Support the management of Enos Lake according to the Enos Lake Protection & Monitoring Plan.

4.3.4 Garry Oak Meadows Management Plan (GOMMP)

The future Regional Park has seven Garry oak ecosystem areas, with a total extent of approximately 15 ha. Within the local context of Nanaimo/Nanoose, this area represents approximately 5% of the remaining coverage of this ecosystem type. The future Regional Park lies within the northernmost tip of the native Garry oak range. This sensitive habitat hosts a mix of vegetation consisting primarily of Garry oak, Arbutus, Ocean-spray, Common camas, mosses and lichens.

The need for a Garry Oak Meadows Management Plan (GOMMP) was identified in a 2010 Environmental Impact Assessment completed for the Lakes District Neighbourhood Plan. The GOMMP was completed in May 2015 in accordance with the PDA (Schedule AA) and includes invasive species management practices and a monitoring program linked to an adaptive management decision framework.

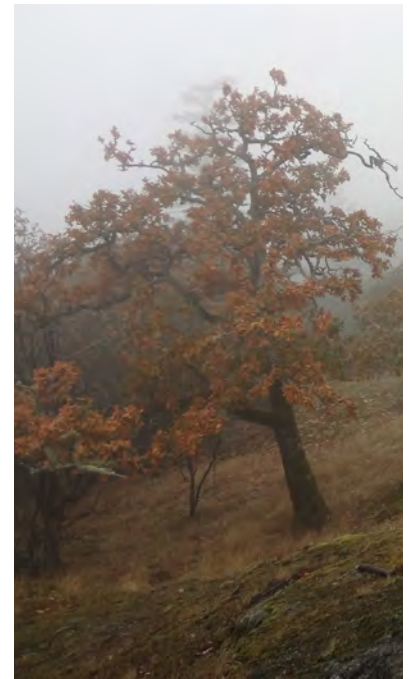
Garry oak meadows monitoring and invasive species management in the future Regional Park is to be completed by a Qualified Environmental Professional (QEP) on behalf of the developer during phased development and up to three years post development (within the 20-year term of the Phased Development Agreement). Seasonal monitoring reports will be submitted to the RDN for review.

The GOMMP is attached to this report as **Appendix F**.

Management Recommendation:

The RDN will work collaboratively with the developer at the time of subdivision and development to:

- Support the management of the Garry oak ecosystem within the future Regional Park according to the Garry Oak Meadows Management Plan.



Garry Oak Meadow

4.4 Low-impact Recreation

Recreational uses within the future Regional Park are, for the most part, directed by conservation initiatives outlined in the PDA, as well as trail classification and amenity design in the Park Masterplan (PDA Schedule F). The RDN Parks Department will manage the future Regional Park in accordance with PDA requirements and RDN Park Use Bylaw 1399 regulations.

Sensitive ecosystems in the park will be protected through fencing and appropriate trail siting at the time of park development. Park amenities—which include multi-use and hiking trails, benches, picnic tables, information kiosks and docks—will accommodate low-impact activities such as hiking, cycling on multi-use trails, swimming nature appreciation and education. These uses are generally consistent with public desires for the future Regional Park, per the input from the first Open House and Public Survey completed for this Management Plan (Section 1.5 and **Appendix A**).

Several suggested park uses—based on Open House and Survey feedback—were either contentious among RDN residents, incompatible with conservation objectives and amenities set out in the PDA, or unaddressed by the PDA. These include equestrian use, mountain biking, dog walking, swimming and watercraft use in Enos Lake, and ATV use. Whereas the use of motorized vehicles, including motorbikes and ATVs, is prohibited in all RDN Parks (Bylaw 1399), the other listed uses are permissible but regulated by separate park management directives for each park.

4.4.1 Equestrian Use

Although horse-back riding has not been observed nor reported as a current recreation activity within the Lakes District Neighbourhood Plan area, approximately 10% of the Public Survey respondents (14 out of 126) listed “equestrian use” as a desirable recreation activity in the future Regional Park. RDN Park Use Bylaw 1399 does permit horses on designated trails, but generally prohibits any equestrian use that may damage natural site features or amenities.

Trails within the future Regional Park are not intended for equestrian use. The 2km stretch of Multi-use trail (Trail Type 1), which connects two major roadways along a narrow corridor on the east side of Enos Lake, is designated for walking, cycling and wheel-chair access only. Other trails in the future Regional Park (Types II and III) are narrow trails through natural areas that are intended for walking and hiking.

Management Recommendation:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Prohibit equestrian use within the future Regional Park.

4.4.2 Mountain Biking / Cycling

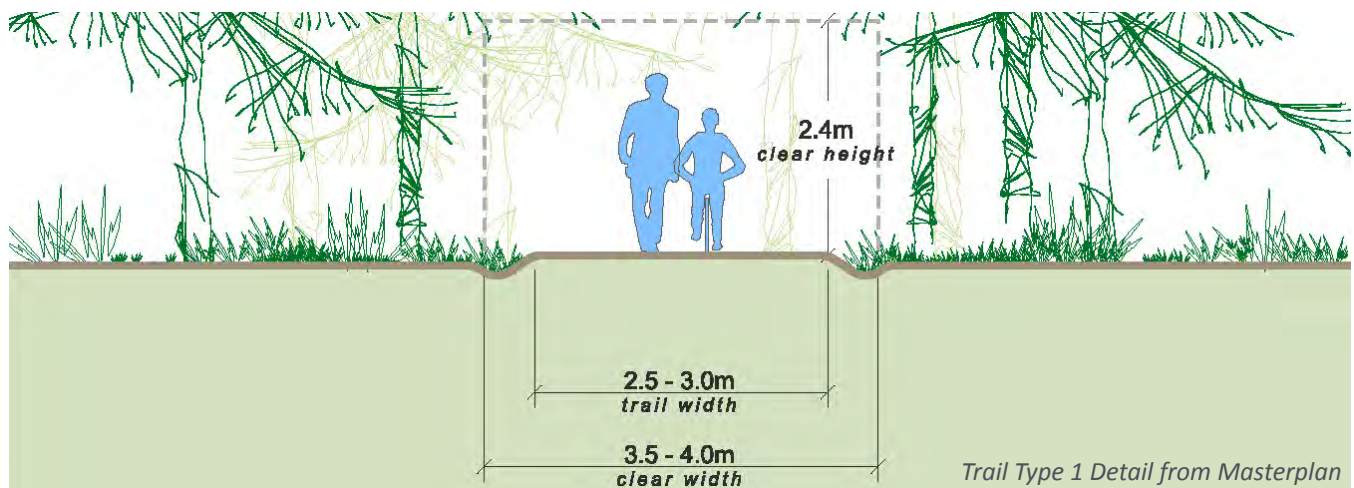
Mountain biking currently takes place in the Lakes District area, including the summit of the Notch/Qwiyulass where damage from bike use is evident. Approximately 30% of Public Survey participants (42 out of 126) also listed “mountain biking” as a desirable recreation activity in the future Regional Park. RDN Parks Bylaw 1399, however, prohibits any biking activity that may damage natural site features, and permits cycling / mountain biking on designated trails only.

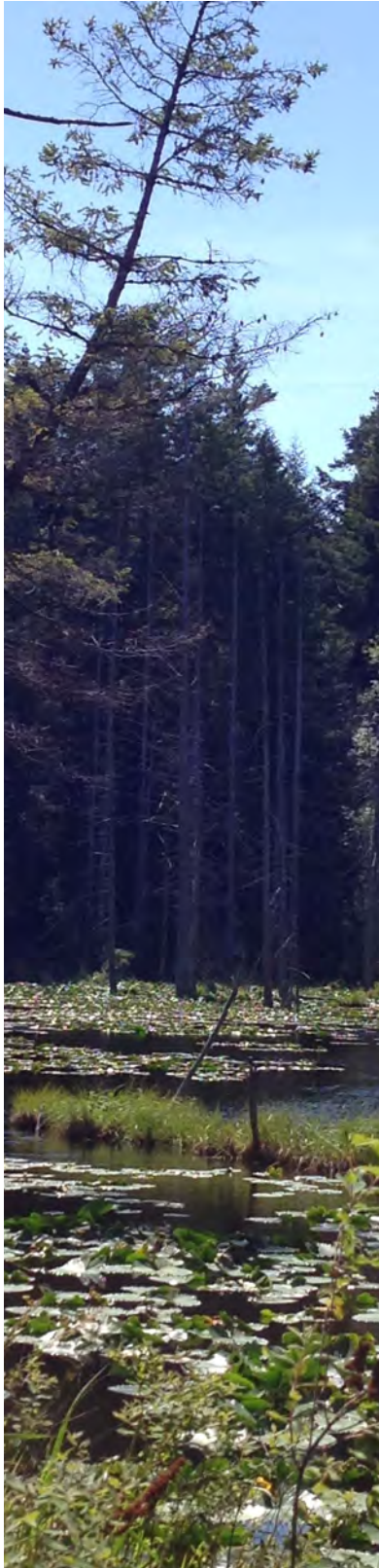
Due to the sensitive nature of the ecosystems found throughout the future Regional Park—particularly the Garry oak meadows and steep rocky slopes at Enos Lake—mountain biking, and cycling in general, will be permitted on the Multi-Use Trail (Trail Type I), located along the east shore of Enos Lake. Other trails will be evaluated for biking suitability at the time of Regional Park development.

Management Recommendation:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).





Wetland

4.4.3 Dog Management

Based on feedback from the first Open House and Public Survey, dog-walking is one of the most contentious topics for recreation management in the future Regional Park: 38% of survey respondents requested on-leash dog walking; 26% requested off-leash dog walking; and another 6% requested that dogs be prohibited from the park.

RDN Park Use Bylaw 1399 generally allows for off-leash dog-walking as long as the dog is effectively controlled and not allowed to run or roam at large, cause annoyance or injury to wild animals or park visitors, or damage natural park features and common facilities. A leash must be used if the dog cannot be effectively controlled along designated trails.

The Park Use Bylaw also allows for special restrictions on dog use as regulated by posted signage. This is typically employed in conservation areas with sensitive habitat, as directed by ecological assessments. Areas within the future Regional Park that may require such restrictions include Garry oak meadows, wetlands, the Notch / Qwiyulass summit and the Lookout summit. Until further detailed assessment is completed following development and land transfer, the RDN will permit controlled dog-walking, either on-leash or off-leash, on park trails only.

Management Recommendations:

Following phased subdivision, development and parkland transfer, the RDN Parks Department will:

- Permit controlled dog use (either on-leash or off-leash), on all park trails without posted restrictions, as outlined in Section 5.9 of RDN Park Use Bylaw 1399.
- Complete environmental assessments for each separate portion of Regional Park to assess the need to restrict dog use on trails within sensitive areas.

4.4.4 Enos Lake Use

More than half the Public Survey respondents listed swimming and non-motorized boating as a desired recreation activities in the future Regional Park. Swimming and non-motorized boating are generally permitted in all Regional Parks, unless otherwise posted. The RDN parks department does not, however, provide lifeguard supervision so park visitors must assume their own risk.

The same general policy will apply for Enos Lake after the title of the lake shore and lake bed are transferred to the RDN over four development phases. Areas off limits to swimming and boating will include a 5 m buffer around existing “Irrigation Works” (pump house, dam, weir and outlet) on the west and north sides of the lake, as per the irrigation easement (PDA Schedule N). Public access restrictions will also apply to the portion of the future Lake House Dock designated for private use, as per the Lake House Dock license (PDA Schedule O).



Enos Lake

Although the water quality in Enos Lake is currently suitable for swimming, future restrictions or warnings may be issued based on water quality testing, as directed by the Enos Lake Protection and Monitoring Program (**Appendix E**).

Management Recommendations:

Following phased subdivision, development and parkland transfer, the RDN Parks department will:

- Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, without lifeguard supervision, and unless otherwise posted.
- Prohibit swimming and non-motorized boating within 5m of “Irrigation Works”, as described in the Easement for Golf Course Irrigation.
- Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License.



Wildflowers near Enos Lake



Forest on the Notch / Qwiyulass

4.4.5 Fire Risk Management and Services

Campfires will be prohibited at the future Regional Park in accordance with Park Use Bylaw 1399. Wildfire risks in the future Regional Park will, however, increase with neighbourhood development, increased human activity, and climate change. The Nanoose Volunteer Fire Department (NVFD) anticipates the need for future fire protection services in the Lakes District—as outlined in the NVFD Fire Protection Services Study (PDA Section C.3.34)—and is eager to work with the RDN Parks Department on a fire management and services strategy for the future Regional Park.

Management Recommendation:

Following the first phase of subdivision registration and parkland dedication, the RDN Parks Department will work in partnership with the Nanoose Volunteer Fire Department to:

- Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.

4.5 Collaborative Stewardship

Public and stakeholder consultation processes for the Lakes District Neighbourhood Plan and this management plan have shown that Nanoose residents and the larger RDN community care deeply about protecting the natural environment in the Lakes District. Their commitment and determination have shaped land use designations for the Lakes District and they will continue to play an important role in the stewardship of the future Regional Park.

4.5.1 First Nations Partnership

The Lakes District Neighbourhood Plan area is located within the traditional territory of the Snaw-naw-as First Nation. Before European settlement, the area was used by Snaw-naw-as for hunting, plant gathering, and watching for approaching enemies—Qwiyulass (the Snaw-naw-as name for the Notch) is a hul'qumi'num term that means “the watch.”

The land within the future Regional Park, especially the Notch/Qwiyulass, has significant cultural meaning for the Snaw-naw-as community. It is a sacred area where traditional teachings and rituals continue to be practiced, and it will be protected accordingly through the ongoing partnership between Snaw-naw-as and the RDN.

During the planning processes for the Lakes District Neighbourhood Plan and the Zoning Amendment Application, the Snaw-naw-as First Nation played

a pivotal role in the protection of the Notch/Qwiyulass summit within the future Regional Park through zoning and a No Build Covenant (CA3917284). Chief David Bob and Elders Anne and Jim Bob also provided valuable input during the preparation of this management plan. The RDN will continue to work collaboratively with Snaw-naw-as on future park initiatives including historical recognition, cultural protection and ecological stewardship.

Management Recommendations:

During subdivision, development, land transfer and long-term Regional Park management, the RDN will:

- Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional Park development.
- Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.
- Collaborate with Snaw-naw-as on the production of interpretive park signage pertaining to Snaw-naw-as history and culture.
- Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future Regional Park.

4.5.2 Stewardship Groups and Volunteers

Due to limited staff resources, the RDN Parks Department relies on support from individual volunteers and stewardship groups for general park monitoring and ecological initiatives. Examples include wildlife monitoring by Ducks Unlimited at the Little Qualicum River Estuary Regional Conservation Area, and native plant restoration work by the Nanaimo and Area Land Trust at Mount Benson Regional Park. A Volunteer Park Warden Program for Regional Parks was initiated in 2011 with volunteer wardens currently stationed at Englishman River Regional Park and the Arrowsmith CPR Regional Trail. Park warden tasks include monitoring trail conditions and light litter removal.



Existing Path

Approximately half of the open house and public survey participants (Section 1.5) expressed an interest in helping with park stewardship. Because of the size and complex layout of the future Regional Park in the Lakes District, the RDN Parks Department will consider extending the Volunteer Park Warden program into this Regional Park for monitoring of park and trail conditions. There is also a significant need for involvement from local stewardship groups for the rehabilitation work in conjunction with the management of Garry Oak meadows.

Management Recommendations:

Following phased development and parkland transfer, the RDN Parks department will:

- Solicit help from local stewardship groups for invasive weed management and restoration work in Garry Oak Meadows, as directed by the Gary Oak Meadows Management Plan (**Appendix E**).
- Implement a Volunteer Parks Warden program for general monitoring and reporting of park and trail conditions, as needed.



Existing Trail to the Notch / Qwiyulass

5.0 Summary of Recommendations

This section summarizes all recommended actions and policies for park development and management, discussed in previous sections of this plan (Sections 3 and 4), in the following five tables:

PARK DEVELOPMENT					
Plan Section	Issue		Recommendation	Who	When
3.2	Amenity Implementation	a	Determine final park boundaries through survey work and staking.	Developer; RDN Parks; RDN Planning	Subdivision; Development
		b	Design and site all amenities in accordance with the Park Masterplan guidelines, the PDA and RDN Parks standards.	Developer; RDN Parks	Subdivision; Development
		c	Ensure that quantities, materials and designs are adequate and sustainable in terms of site and visitor requirements and long-term staff and budget constraints.	Developer; RDN Parks	Subdivision; Development
3.4.2	'Notch Summit' Dedication and Access	a	Continue stat right-of-way to ensure trail and service vehicle access to the 'Notch Summit' if completion of Sub-Phase 4C does not occur pursuant to the 20-year term of the PDA.	Developer; RDN Planning; RDN Parks	At PDA expiry (2034)
3.4.3	Option to Purchase Lands	a	Commit the estimated \$1.1 million total for both Option to Purchase Lands within the Five-year Financial Plan for Regional Parks.	RDN Parks	2015-2020
		b	Pursue acquisition of the Notch Option to Purchase Lands within five years of first subdivision registration, subject to Board approval.	RDN Parks	Within 5 years of Phase 1A subdivision
		c	Pursue acquisition of the Lookout Option to Purchase Lands within three years of Phase 1E subdivision, subject to Board approval.	RDN Parks	Within 3 years of Phase 1E subdivision
3.4.4	Parkland Dedication Amendment	a	Implement any parkland dedication amendments—including reduced park size and altered boundaries—in accordance with conservation objectives as per Lakes District Neighbourhood Plan, PDA, and all associated documents.	Developer; RDN Planning; RDN Parks; MOTI	Subdivision

PARK MANAGEMENT: INFRASTRUCTURE AND ENCUMBRANCES					
Plan Section	Issue	Recommendation		Who	When
4.2.1	Joint Sanitary Sewer Right-of-Way and Trail	a	Coordinate service schedules and protocols for joint use of SRW as infrastructure and trail.	RDN Parks; RDN Wastewater Services	Phase 2A subdivision
4.2.2	Stormwater Mitigation	a	Coordinate maintenance and monitoring responsibilities for stormwater mitigation features between RDN Parks and RDN Water & Utility Services.	RDN Parks; RDN Water & Utility Services	Phase 1B subdivision
		b	Support Watershed Performance Indicator reviews every five years, as directed by the ISMP.	RDN Parks; RDN Water & Utility Services	Every 5 years after Phase 1B
4.2.3	Easement for Golf Course Irrigation	a	Manage general park operations and public use in and around Enos Lake in accordance with the terms of the water withdrawal license and the irrigation easement, both held by the Developer.	RDN Parks; Developer	Ongoing after Phase 2C
		b	Support water level monitoring in Enos Lake by the Developer, as per the Integrated Stormwater Management Plan.	RDN Parks; Developer; RDN Water & Utility Services	Ongoing after Phase 2C
4.2.4	Lake House Dock License	a	Manage general park operations and public use of the Lake House Dock on Enos Lake in accordance with the License for Commercial Dock (PDA Schedule O).	Developer; RDN Parks	Ongoing after Phase 2C

PARK MANAGEMENT: ECOLOGICAL PROTECTION					
Plan Section	Issue	Recommendation		Who	When
4.3.1	General Conservation Management	a	Complete environmental assessments for each separate section or phase of Regional Park, following land transfer and amenity construction, to establish updated conditions and management procedures.	RDN Parks; Consultant	After each phase of development
		b	Review the developer's Home Owner's Manual (PDA Section D.3) following each phase of development for possible updates to environmental education initiatives.	Developer; RDN Parks	After each phase of development
4.3.2	Forest Carbon Sequestration	a	Prepare a forest carbon management plan that will quantify the carbon stored in the Regional Park and provide recommendations on appropriate forest management.	RDN Parks; RDN Sustainability	Following Phase 1A development
4.3.3	Enos Lake Protection and Monitoring	a	Support the management and monitoring of Enos Lake by the Developer according to the Enos Lake Protection and Monitoring Program.	Developer; RDN Parks; RDN Water & Utility Services	Ongoing after Phase 2C
4.3.4	Garry Oak Meadows Management	a	Support the management of the Garry Oak ecosystem within the future Regional Park by the Developer and stewardship groups according to the Garry Oak Meadows Management Plan.	Developer; RDN Parks; Stewardship groups	Ongoing after Phase 1A

PARK MANAGEMENT: LOW-IMPACT RECREATION

Plan Section	Issue	Recommendation		Who	When
4.4.1	Equestrian Use	a	Prohibit equestrian use within the future Regional Park	RDN Parks	Ongoing after Phase 1A
4.4.2	Cycling	a	Permit cycling / mountain biking in the future Regional Park on Multi-Use Trail (Trail Type I).	RDN Parks	Ongoing after Phase 1A
4.4.3	Dog-walking	a	Permit controlled dog-use (either on-leash or off-leash), on all park trails without posted restrictions.	RDN Parks	After each phase of development
		b	Complete environmental assessments for each separate section or phase of Regional Park (as in Section 4.3.1) to assess the need for restricted dog use in sensitive areas.	RDN Parks; Consultant	Ongoing after Phase 1A
4.4.4	Enos Lake Use	a	Permit swimming and non-motorized boating in all unrestricted areas of Enos Lake, unless otherwise posted.	RDN Parks	Ongoing after Phase 2C
		b	Prohibit swimming and non-motorized boating within 5m of "Irrigation Works", as described in the Easement for Golf Course Irrigation (PDA Schedule N).	RDN Parks	Ongoing after Phase 2C
		c	Manage public water access from the Lake House Dock so as not to interfere with private dock use, as described in the Lake House Dock License (PDA Schedule O).	RDN Parks	Ongoing after Phase 2C
4.4.5	Fire Management	a	Prepare a wildfire management plan that addresses fuel management and service access routes and provides strategies that are compatible with conservation management objectives.	RDN Parks; Fire Department	Phase 1A development

PARK MANAGEMENT: COLLABORATIVE STEWARDSHIP

Plan Section	Issue	Recommendation		Who	When
4.5.1	First Nations Partnership	a	Collaborate with Snaw-naw-as to determine the need for protection of cultural areas during Regional park development.	RDN Parks; Snaw-naw-as; Developer	Development
		b	Provide opportunities for amenity design or artwork by Snaw-naw-as community members during Regional Park development.	RDN Parks; Snaw-naw-as; Developer	Development
		c	Collaborate with Snaw-naw-as on the production of educational park signage pertaining to Snaw-naw-as history and culture.	RDN Parks; Snaw-naw-as; Developer	Development
		d	Support ongoing Snaw-naw-as participation in ecological stewardship and cultural programming in the future park.	RDN Parks; Snaw-naw-as	Ongoing after Phase 1A
4.5.2	Volunteers	a	Implement a Volunteer Park Warden program for general monitoring of park and trail conditions, as needed.	RDN Parks; Volunteers	Ongoing after Phase 1A
4.5.2	Stewardship Groups	a	Solicit help from local stewardship groups for invasive weed management and restoration work in Gary Oak Meadows.	Developer; RDN Parks; Steward groups	Ongoing after Phase 1A

TO: Wendy Marshall
Manager of Parks Services

DATE: May 27, 2016

FROM: Lesya Fesiak
Parks Planner

MEETING: RPTSC – June 7, 2016

FILE:

SUBJECT: Morden Colliery Regional Trail - Nanaimo River Bridge Project Update

RECOMMENDATIONS

1. That the Board receive the update report on trail and bridge planning initiatives for the Morden Colliery Regional Trail (MCRT).
2. That Board allocate \$55,000 of Electoral Area 'A' Community Works funds to bridge development for the Morden Colliery Regional Trail so that a prerequisite hydro technical drilling assessment can be completed in the summer of 2016.

PURPOSE

To provide an update and recommendations on planning initiatives related to trail and bridge design and development within the Morden Colliery Regional Trail (MCRT).

BACKGROUND

On October 28, 2014, the Regional Board approved an updated Feasibility Study for a proposed multi-use steel-truss bridge crossing over the Nanaimo River within the Morden Colliery Regional Trail (See Appendix I - Project Location). The approved study provided the RDN with an assessment of an older feasibility study (completed in 1999 by Greame and Murray Engineering) as well as an updated bridge design (Appendix II – Bridge Conceptual Design), accessibility options, information on required bridge spans and current cost estimates for bridge and trail construction.

Community consultation regarding an equestrian-accessible bridge option was carried out from December 2015 to February 1, 2016 following direction from the Board. On February 23, 2016, the Board approved the equestrian-accessible bridge option (which includes pedestrian, cyclist and wheelchair accessibility) in response to public support and current recreational needs.

In April of 2016, staff met with project engineers (Herold Engineering) to discuss the next stages of project development. A hydro-technical assessment involving site drilling is required prior to detailed design and engineering in order to assess key components such as channel reach stability, localized bank stability and scour risk, construction levels above the design flood and abutment locations. The work is typically carried out in the summer months when river water levels are lowest.

It is recommended that geo-technical drilling and assessment work proceed in the summer of 2016 so that detailed design and engineering work can progress as planned; however, the estimated cost of \$55,000, which was listed in the Feasibility Study under construction costs (and not design costs), has been set aside in the Capital Budget for 2017. Alternative funding currently available through the Electoral Area 'A' Community Works Fund reserve could be allocated to bridge development for the MCRT so that hydro-technical assessment work can be completed this year. The latter funding approach has been discussed with the Director of Electoral Area 'A' who is supportive of the use of Community Works Funds in order to advance the project further in 2016.

Trail Planning and Development

Trail construction within an undeveloped section of the MCRT (a 1km stretch from the Nanaimo River to Cedar Road) is planned to be completed in conjunction with bridge development. Because the future trail expansion is located with the Agricultural Land Reserve, the RDN must consult with and receive approval from the Agricultural Land Commission (ALC) prior to construction.

On April 20, 2016, RDN Park staff toured the proposed trail and bridge site with the members of the ALC. Although formal direction has not yet been received from the ALC, discussions during the site tour suggest the possible need to relocate the planned trail expansion so as not to bisect an active crop field. Trail rerouting would not impact the location of the planned multi-use bridge crossing over the Nanaimo River.

In addition to the current ALC application, an application to the Ministry of Forest, Lands and Natural Resource Operations is currently in progress for a 30-year Lease of the seven Crown parcels that constitute the (MCRT). The RDN has held a non-exclusive License of Occupation from the Province for management of the MCRT since 1995. An exclusive License, which is anticipated in late 2016 or 2017, must be secured before bridge and trail construction can begin.

ALTERNATIVES

1. That the Board receive the update report on trail and bridge planning initiatives for the Morden Colliery Regional Trail (MCRT) and allocate \$55,000 of Electoral Area 'A' Community Works funds to bridge development for the Morden Colliery Regional Trail so that a prerequisite hydro technical drilling assessment can be completed in the summer of 2016.
2. That the Board receive the update report on trail and bridge planning initiatives for the Morden Colliery Regional Trail (MCRT) and Electoral Area 'A' Community Work Funds not be used for hydro technical drilling with drilling and subsequent design work proceeding in 2017 per the 2015-2020 Financial Plan.

FINANCIAL IMPLICATIONS

The cost of bridge construction for two steel-truss, multi-use bridges is estimated at \$1,623,000 (including a 30% contingency). Associated trail construction along a 1km-long, undeveloped section of MCRT (from the Nanaimo River to Cedar Road) is estimated at \$250,000.

Project development (including future operational costs) will be funded through the Regional Parks and Trails Function. The preliminary 2015-2020 Financial Plan has \$1,975,000 allocated within the Regional Parks and Trails Capital Budget for bridge and trail construction. It is anticipated that \$1,675,000 will

come from Regional Parks reserves and the remaining \$300,000 will need to be secured through applicable grant funding. If Area 'A' Community works Funds are allocated in 2016 to bridge development for the MCRT, the estimated cost of \$55,000 for hydro-technical assessment work will be deducted from that remaining 2017 construction budget.

STRATEGIC PLAN IMPLICATIONS

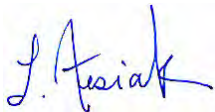
A multi-use bridge crossing over the Nanaimo River within the MCRT has been noted as a priority item for regional and community trail development in several RDN planning documents, including the Electoral Area 'A' Community Trails Study (2001), the Regional Parks and Trails Plan (2005), and the Electoral Area 'A' Active Transportation Plan (2009). With the completion of a bridge crossing over the Nanaimo River and a trail connection between the communities of South Wellington and Cedar, the Morden Colliery Regional Trail would function as a true green highway, helping to reduce greenhouse gas emissions from automobile use while promoting active transportation in the local community for pedestrians, cyclists, wheelchair users, and equestrians.

SUMMARY/CONCLUSIONS

Planning initiatives for a future multi-use bridge crossing and trail expansion over the Nanaimo River within the Morden Colliery Regional Trail have been underway since October 2014 following Board approval of an updated Bridge Feasibility Study (Herold Engineering, September 2014).

An application was submitted to the Province in June 2015 for a 30-year Lease of the MCRT and is currently in progress. In December 2015, an application was submitted to the Agricultural Land Commission (ALC) in order to obtain direction and approval on trail development within the ALR. The first site tour with the ALC was completed on April 30, 2016. Formal directives have not yet been provided by the ALC but rerouting of a section of the MCRT may be required.

In April 2016, following Board approval of an equestrian-accessible bridge option, project engineers (Herold Engineering) requested permission to proceed with a hydro-technical assessment (required prior to detailed design and engineering) in the summer of 2016; however, the estimated cost of \$55,000 has been budgeted for 2017 along with other construction costs. It is therefore recommended that available Electoral Area 'A' Community Work Funds be allocated to the MCRT hydro-technical assessment so that detailed bridge design can proceed in 2016.



Report Writer



Manager Concurrence

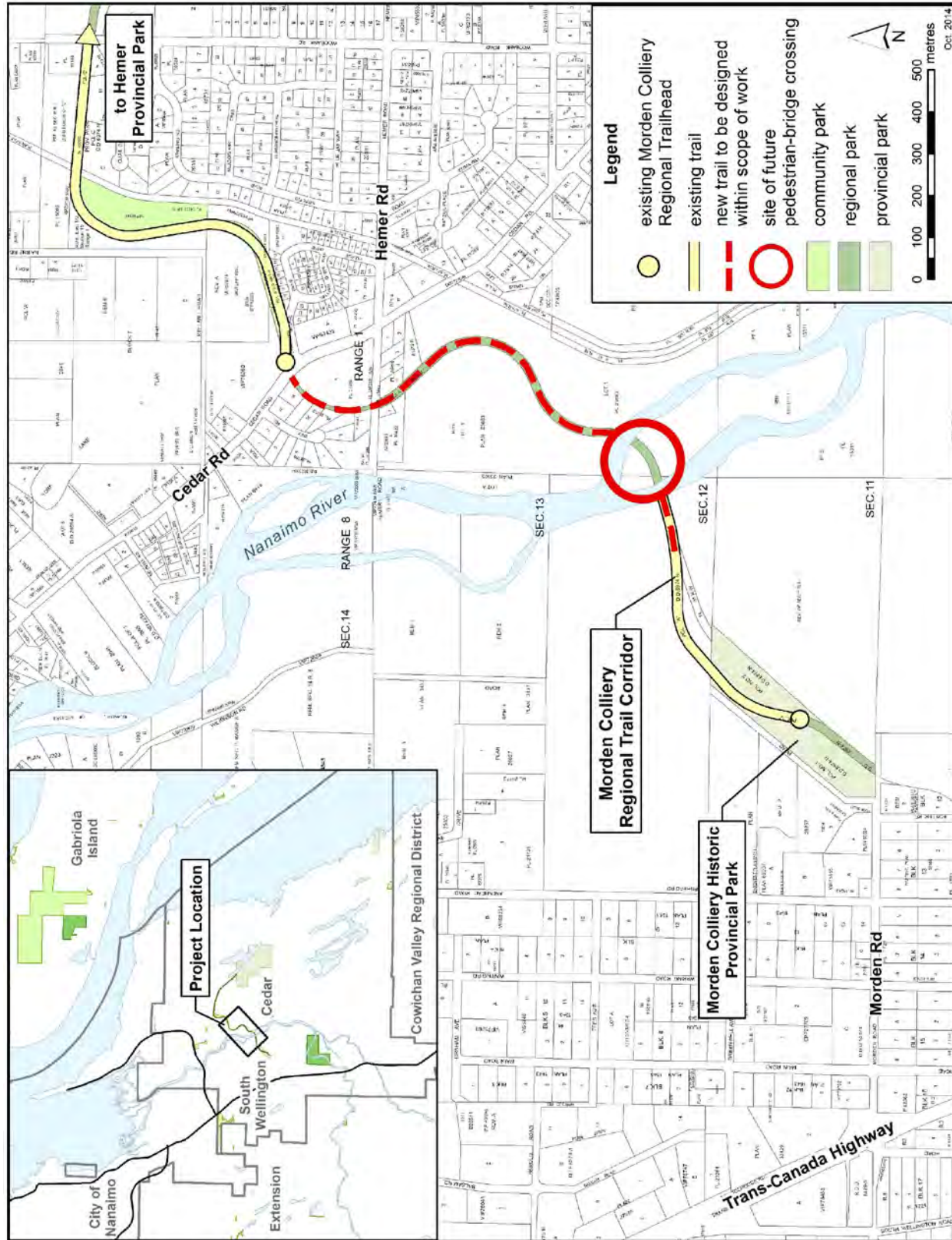


G.M. Concurrence

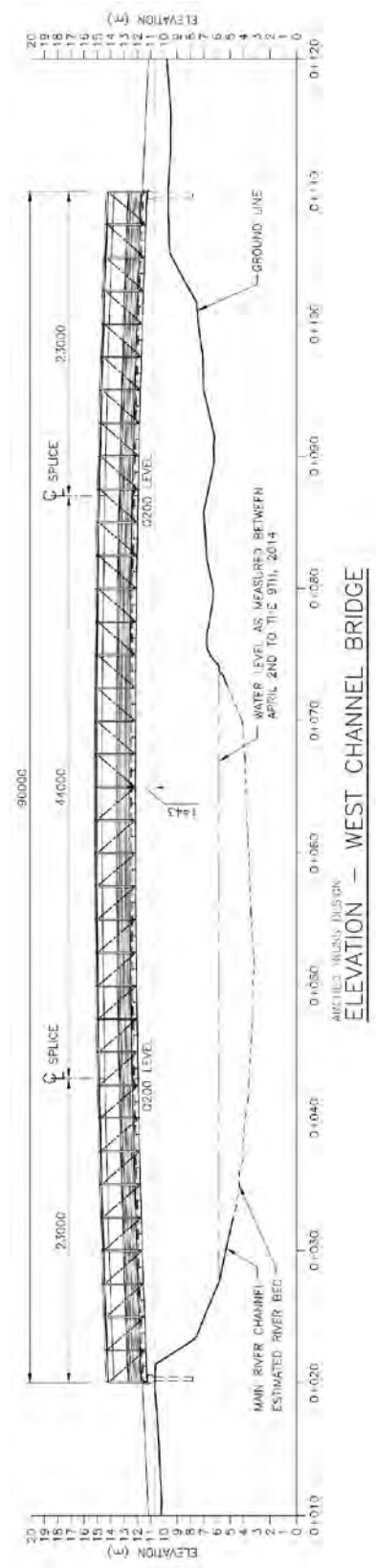
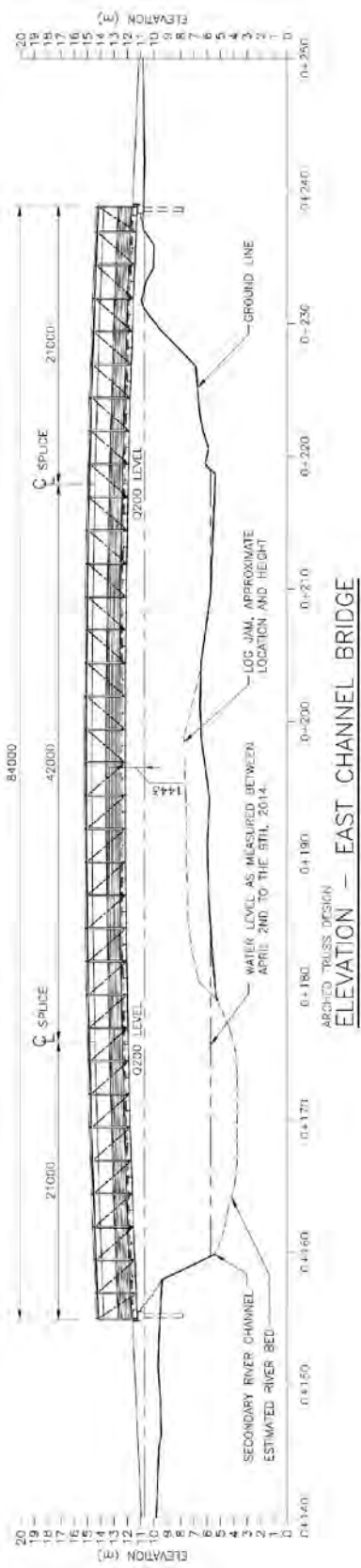


C.A.O. Concurrence

Appendix I – Project Location Map



Appendix II – Bridge Conceptual Design



TO: Tom Osborne
General Manager of Recreation & Parks

DATE: May 30, 2016

FROM: Wendy Marshall
Manager of Park Services

MEETING: RPTSC – June 7, 2016

FILE:

SUBJECT: Moorecroft Regional Park Buildings

RECOMMENDATIONS

1. That the Board direct staff to remove Kennedy Hall and the Caretaker’s Residence from Moorecroft Regional Park and that the Caretaker role be eliminated.
2. That funding be allocated in the 2017 Regional Parks Budget for a picnic shelter and two vault toilets at Moorecroft Regional Park.

PURPOSE

To provide an update and recommendations on the future of buildings within Moorecroft Regional Park.

BACKGROUND

When the RDN purchased Moorecroft Regional Park in 2011, the property had several building on site including the camp cabins, a Caretakers Residence, a boat house, Stringer Hall, splash houses, Ms. Moore’s Cabin and Kennedy Hall. In the first year, staff did initial assessments of the buildings, removed a few that were beyond repair and made the rest safe until the completion of a park management plan. Due to the large number of buildings on site, a park caretaker was selected to live in the Caretaker’s Residence in exchange for providing security and other duties.

In 2012 the Moorecroft Regional Park Management Plan (MRPMP) was completed and based on the plan recommendations, many of the buildings were removed. Those remaining included the Caretaker’s Residence, Kennedy Hall, Miss Moore’s Cabin and the boat house. Since 2012, the remaining buildings have received some upgrades but none are open for public use.

One of the goals of the MRPMP is to provide outdoor education and to that end summer and spring camps for children are held in the park. School District 69 (SD 69) also uses the park once a week for their outdoor education program and the park is a popular site for school field trips. The park is also very popular with local residents and visitors alike.

Caretaker’s Residence

The building was originally built in Port Alberni and moved to the current location during the years the site was operated as a church camp. A small addition for the laundry and part of the bedroom has been added since. The wood frame building is approximately 500 sq. feet on the main floor and 250 sq. feet in the attic with an unfinished basement.

The Caretakers have lived on site since 2011 receiving free rent in exchange for their services. Duties of the caretaker include patrolling the park, providing information to visitors, locking and unlocking the gate and picking up garbage. While to date the caretakers have provided their services for the exchange of rent, recently the caretakers have been asking to receive more compensation for their duties at the park. The caretaker's contract expired on March 31, 2016.

Park staff have carried out several repairs to the house including renovating the bathroom, fixing the electrical and installing a new hot water tank for a total cost of \$25,000. Before any further upgrades are carried out, staff hired an architect to conduct a review of the building structure and to provide an estimated cost to completely upgrade the structure. Based on this review, there are several options available for the building. (see Appendix I)

1. Full Upgrade

A full upgrade to the house including insulation, siding, roofing, building supports, drain systems and heating is estimated at \$100,000. However, this cost could increase to \$150,000 depending on what is found when the walls and roof are opened up. These renovations would provide a fully updated and energy efficient building. The upgrades could be done in phases over a couple of years to lessen the budget impact. There would also be ongoing costs for utilities and for general repairs and maintenance.

2. Demolish

To save on renovation and ongoing maintenance costs, another option is to demolish the building and to cease having a caretaker at the park. The estimated demolition cost based on a recent house removal is estimated at \$30,000. A Hazmat survey completed in 2011 showed no hazardous materials.

While the caretakers have provided excellent service, the original intent of the caretaker role was to provide a presence due to the large number of buildings on the site. Now that most of the buildings have been removed, the need for a caretaker has been reduced.

Keeping the caretakers on site also depends on Kennedy Hall. If the Hall is upgraded and opened for public use, then the caretakers could provide onsite service for opening the building, cleaning and setting up the space for rentals. The caretakers could also open and clean a new washroom building if one is constructed.

The caretaker services could be covered in other ways including using a security company to open and close the gates and using park wardens. The caretakers have done a good job at keeping dogs under control and watching all activities in the park. There could be more incidents of vandalism without the caretakers on site.

Kennedy Hall

Kennedy Hall is a one story wood framed building on concrete pier foundations. The 114 square meter (1,223 sq. foot) structure is comprised of one main hall and one utility room. The building is serviced with community water and one of several septic fields. Under the BC Building Code the Hall can accommodate between 60 and 144 people.

Kennedy Hall was constructed or located on the site in the 1940's with an addition added in the 1950's. A fireplace was constructed in the mid 1990's. Since the RDN took over in 2011, the old utility room was removed and replaced and a new furnace installed. A new metal roof, some plywood subflooring and OSB floor joist reinforcement have also been carried out for a total cost of \$21,000.

During the management plan process, Kennedy Hall was identified as a building to keep and renovate so it could be used for educational courses and other gatherings. The plan assumed a \$60,000 cost to upgrade the building. However in 2014, a review by an architect and a meeting with RDN Building Inspectors revealed that several upgrades were needed so that the building would conform to BC Building Code for a public gathering space. The upgrades included replacing the siding, upgrading the insulation, replacing the windows and doors, upgrading interior finishes, structural repairs and a new washroom building. The estimated cost was \$242,200 including a washroom building.

In order for the Hall to meet building code, a washroom is needed. Because of the Hall's location in an archeological significant area, the building envelope can't be expanded. The architect suggested building a separate washroom structure close to Kennedy Hall but in an area where excavation can take place. The two buildings would be connected by a path. Also, to provide accessibility, a parking space and some grading is required close to the Hall.

To date, there have been no requests from the community to use the hall for events or gatherings. Some items are being stored in the building for the schools and summer/spring RDN camps. If the building is to be restored, booking of the facility would be handled by RDN staff.

The MRPMP also discusses working with Snaw-naw-as First Nations on a Long House to be located south of Kennedy Hall towards the parking lot. Only very brief discussions have taken place regarding the Long House with Snaw-naw-as First Nations since adoption of the Management Plan therefore a timeline for construction is not known. Staff will be engaging further with Snaw-naw-as on this initiative and if the facility is developed there may be space available for education relating to First Nations use of the park and for other rental space.

In late 2015, parks staff hired an architect to complete the upgrade designs for Kennedy Hall and to provide an update cost estimate. Based on this work there are four options as shown below and detailed in Appendix II.

1. Upgrade

The building could be fully upgraded as outlined in the report so that it is fully functional as a public gathering space. The washroom building and connecting trail would have to be constructed to meet BC Building Code. The total cost would be \$190,000 plus the addition of the washroom building estimated at \$60,000.

Other items to be considered include heating and electricity costs and ongoing repairs and maintenance. Staff time would be required to book the hall and collect fees. The caretaker would be available to open, close and set up the hall. While at this point no rental fees have been established, it is not expected to generate large returns. Little Qualicum Hall in Electoral Area G generates approximately \$2,000 a year. It is difficult to estimate how much use the hall would receive, especially since there has been no demand to use the hall at this time. There are other halls to rent in Nanoose and there is the possibility that if a Long House is built, rental space could be provided by Snaw-naw-as First Nations, although this is not yet confirmed.

2. Partial Upgrade

A partial upgrade of the building could be done for \$95,000; however, the building would not meet BC Building Code and therefore would not be rentable as a public space.

3. Demolish

The hall could be demolished and a picnic shelter built in the park. The MRPMP does call for a picnic shelter to be built at the Meadow. A picnic shelter could be used for an outdoor class room, social gatherings and picnics. The cost to build a shelter would be between \$40,000 and \$80,000 depending on the size. The upkeep would be much less than operating a hall.

A Hazmat survey completed in 2011 showed no hazardous materials in Kennedy Hall. Based on a recent removal the demolition is estimated to cost between \$15,000 and \$20,000.

4. Leave As Is

The hall could be left to sit as is until a future time when funds are available or when community demand has increased or when there is more clarity around the timing and use of the Long House. The costs to leave the structure are minimal as there are no utility costs. However, over time the structure will begin to deteriorate and maintenance will be required.

Washroom Facility

If Kennedy Hall is to be renovated and opened for public use, then a washroom is required and needs to be located within a short distance of the hall. If Kennedy Hall is not going to be upgraded now or in the near future, then a washroom could be located elsewhere in the park to better service the camps, school groups and visitors. The estimated cost of a washroom is \$55,500 (Appendix III) but this does not include services to the building, septic systems or archaeological and civil engineering fees. These additional fees could bring the total cost to \$60,000 or more. Auto locking doors could be installed to facilitate opening and closing but the building would need to be cleaned regularly, which would be an added cost.

Currently the park is serviced by one porta-potty during the winter and two during the summer located next to the parking lot although this has not been an ideal option for the large groups of school children. The current cost of porta-potties is \$125 per month per unit with a total cost of \$2,250 per year.

With the high daily use of the park and summer camps and SD 69 programs, two year-round units placed in different locations would be more appropriate. If porta-potties are to remain, then a wood surround and concrete base could be built at a cost of \$7,000 per unit. A better option is to install vault toilets at a cost of \$10,000 to \$12,000 each. Vault toilets with cement cladding are more vandal proof and the structures themselves are more ascetically pleasing than porta-potties. The two toilets could be situated to better serve visitors with one potentially located in the meadow and the other by the parking lot. The road to the meadow would need some upgrading to withstand use by the cleaning truck. Servicing of the vault toilets is the same cost as for porta-potties.

Boathouse and Miss Moore's Cabin

Miss Moore's Cabin sits empty and has been secured to keep the public out. The building is in rough shape. The MRPMP called for staff to assess the community interest in keeping the building. Staff have had discussions with the Parkville Museum and they are currently discussing options for use of the site. Once the Parkville Museum presents RDN staff with a plan for use of the site, a staff report will be prepared for the Regional Board's review.

Currently, the boat house is being used for storage. This building could be used for programming needs in the future and for storing items currently housed in Kennedy Hall.

ALTERNATIVES

1. That the Board direct staff to allocate funds in the 2017 budget to renovate Kennedy Hall and the Caretaker’s Residence at Moorecroft Regional Park and that a new washroom facility be constructed in 2016.
2. That the Board direct staff to remove Kennedy Hall and the Caretaker’s Residence from Moorecroft Regional Park, that the Caretaker role be eliminated, and funding be allocated in the 2017 Regional Parks Budget for a picnic shelter and a new washroom facility at Moorecroft Regional Park.
3. That the Board direct staff to remove Kennedy Hall and the Caretaker’s Residence from Moorecroft Regional Park, that the Caretaker role be eliminated, and funding be allocated in the 2017 Regional Parks Budget for a picnic shelter and two vault toilets at Moorecroft Regional Park.
4. That the Board receive this report for information and that alternative direction be provided to staff.

FINANCIAL IMPLICATIONS

Option 1 – Upgrade Caretaker’s Residence and Kennedy Hall and Construct a Washroom

To date, \$21,000 has been spent on Kennedy Hall. To upgrade the Hall including the construction of a washroom the total costs would be \$250,000. Keeping the Hall also requires staff resources to book the hall and park caretakers to provide service to both the hall and the washroom building. It is anticipated that the rental revenue would be minimal. Current utility costs for the park are \$521 a year for water and \$2,732 for electricity. To keep the Caretaker role, the Caretaker residence also needs to be upgraded.

The total capital cost for this option is as follows:

Washroom Building	\$ 60,000
Kennedy Hall Upgrade	\$190,000
Caretaker House Upgrade	<u>\$150,000</u>
Total	\$400,000

In the 2016 Regional Parks Capital Budget, there is \$60,000 budgeted for the construction of a washroom facility. All the buildings will require ongoing repair and maintenance which would be funded out of the Regional Parks Operations Budget.

Option 2 – Demolish Caretakers and Kennedy Hall and a construct washroom facility and picnic shelter

The estimated demolition costs are \$20,000 for Kennedy Hall and \$30,000 for the Caretakers House. The cost to construct the washroom is \$60,000 with ongoing funding needed to clean the facility. Another \$8,000 a year would be needed in the operations budget for a security company to lock the park gate. The \$60,000 set aside for a washroom in the 2016 Parks Capital Budget could be used for the demolitions.

The total capital cost is outlined below.

Demolition of Kennedy Hall	\$20,000
Demolition of the Caretaker’s Residence	\$30,000
Washroom Construction	\$60,000
Picnic Shelter	<u>\$80,000</u>
Total Cost	\$190,000

Option 3 – Demolish Caretakers and Kennedy Hall and install vault toilets and a picnic shelter.

The cost to install vault toilets is between \$10,000 and \$12,000 depending on the site. The cost to service the units is \$3,000 a year and is already provided for in the Regional Park Operations Budget. The cost for a picnic shelter is between \$40,000 and \$80,000 depending on the size.

The cost for this option would include the \$50,000 to remove the two buildings. The \$60,000 set aside for a washroom in the 2016 Parks Capital Budget could be used for the demolitions. Funds could be added to the 2017 budget for the vault toilets and the picnic shelter. The operations budget would need to be increased by \$8,000 to hire a security company.

The total capital cost for this option is as follows:

Demolition of Kennedy Hall	\$20,000
Demolition of the Caretaker’s Residence	\$30,000
2 Vault Toilets	\$24,000
Picnic Shelter	<u>\$80,000</u>
Total Cost	\$154,000

STRATEGIC PLAN IMPLICATIONS

The question of the future of the buildings at Moorecroft Regional Park falls under the *Focus on Service and Organizational Excellence* Strategic Priority. The actual question is, “What are the costs of maintaining the buildings at site in comparison to the benefit provided to the community?” Keeping the Hall and Residence and the addition of a washroom building will use a considerable amount of funds to provide services, i.e. building rental space, which to date have not been provided or requested. Removing the structures will save both capital and ongoing operational funds. The provision of vault toilets and a picnic shelter will provide needed services to support activities already taking place at the park in a more cost effective way.

SUMMARY/CONCLUSIONS

In 2012 most of the buildings that were at Moorecroft Regional Park were removed in accordance with the Moorecroft Regional Park Management Plan objectives. Two of the buildings that remained, Kennedy Hall and the Caretaker’s Residence, have received upgrades during that time but the future of these buildings was not determined. The MRPMP supported keeping Kennedy Hall as a rental and educational space; however, in order to meet BC Building Code up to \$190,000 in funds are required to upgrade the building. Plus, a washroom facility will need to be constructed. A more cost effective solution is to remove Kennedy Hall and to provide a picnic shelter at a different location.

Caretakers were hired in 2011 to oversee the park’s large number of buildings when the site was first purchased. The Caretakers have lived in the Caretaker’s Residence but the building is in need of several more upgrades at a cost of up to \$150,000. With the removal of Kennedy Hall, there is no further need for an onsite caretaker and there are other options to provide security. With no need for caretakers, the Residence can be removed and the caretaker role eliminated.

The popularity of this park and the increasing use for youth education through RDN camps and School District 69 programs requires washroom facilities. Porta-potties have been used to date, however, upgrading to vault toilets and locating two units in different areas will provide a better and ascetically more pleasing experience for park visitors. A picnic shelter can be used for families visiting the park and school groups and the addition of picnic shelters is supported in the MRPMP.

The total estimated cost to remove the two structures is \$50,000. In the 2016 Regional Capital budget there is \$60,000 for a washroom which could be re-allocated for the demolition. The estimated cost for a picnic shelter is between \$40,000 and \$80,000 depending on the size. The cost for vault toilets is \$12,000 each. Funds for both the picnic shelter and the vault toilets can be allocated in the 2017 Regional Parks Budget.



Manager of Parks Services



General Manager Concurrence



A/C.A.O. Concurrence

Appendix I

Moorecroft Regional Park
Caretakers Residence Architectural Review



Moorecroft Regional Park
Caretaker's Residence
Architectural Review

Silvia Bonet Architect, AIBC, MRAIC
Finlayson Bonet Architecture Ltd.
#4-7855 East Saanich Road
Saanichton, BC
V8M 2B4

April 2016
Project Number 15062

BUILDING REVIEW

INTRODUCTION

Project: Moorecroft Regional Park – Caretaker’s Residence

Location: 1563 Stewart Rd. Nanoose Bay, B.C.

Date: April 2016

Introduction:

Finlayson Bonet Architecture conducted a site review of the existing caretaker’s residence at Moorecroft Park to provide a building review and cost estimate for its upgrades. The reports from the team of consultants will form the basis for an evaluation towards the advantages and disadvantages towards keeping the building and upgrading it against deconstruction and new build.

The building was originally built in Port Alberni and moved to the current location before the site became the property of the Regional District of Nanaimo. A small addition for the laundry and part of the bedroom has been added since. The building construction is wood frame and due to its age we anticipate that the walls are 2x4 with no insulation. The main floor area is approximately 500 sq.ft with an attic of approximately 250 sq.ft and an unfinished basement.

Occupancy: the building was originally constructed for single family residential use and it remains as such.

Physical Condition:

A visual building review was conducted in December 2015 and this report will highlight the items that need to be addressed to ensure Building Code compliance, better energy performance and building longevity are achieved.

While the exterior of the building shows clear signs of distress the interior is in fairly good condition due to some upgrades that have taken place in the past and the general care of the building.

The structural review of the basement by Skyline Engineering points out to concrete cracks and there is no evidence of damage on the walls above. There is additional consideration and recommendation in the Structural report by Skyline Engineering.

The old HVAC system has not been in operation for some time and the old oil tank has been removed. The ducting is still present and could be re-used after cleaning it and extending it to the new rooms: laundry and the attic space. The report by Avalon Mechanical Consultants makes recommendations regarding the heating and ventilation system. Please refer to Mechanical Report.

There is no insulation in the floor cavity and we anticipate the exterior walls and the roof are not properly insulated. The lack of insulation is a contributing factor to the poor building envelope performance. Due to the building age we don’t anticipate that a vapour barrier or rain screen have been part of the construction.

Envelope:

A new building envelope will provide a better energy performance and consequently reduce the demand on a new heating system. The current estimated heat load for the building is approximately 8.5 KW and with upgrading the building envelope with insulation, air and vapour barrier the new heat load could be reduced to 4.2 KW.



The current wood shingle cladding, trim boards and fascia are showing signs of deterioration and are suggested to be replaced. The plexi glass skylights need to be removed and we do not recommend replacement.



The shingle roof is covered in moss, it does not have gutters, and it's structure is assumed to be built with 2x6 rafters. The Structural Report indicates potential roof structure upgrades once the roof is removed and the structure is exposed.



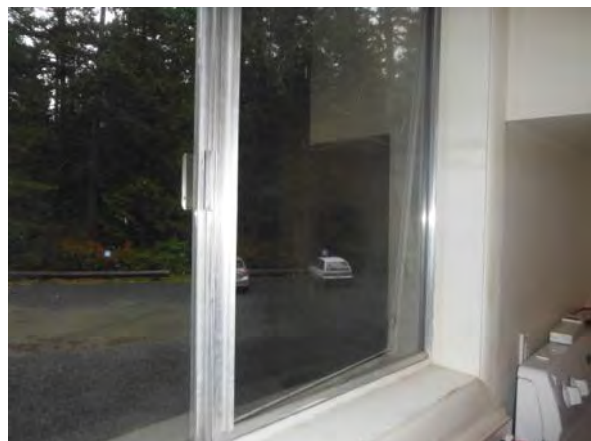
The basement has partial insulation in the walls and should be removed and replaced covering all walls to be a continuous insulated barrier. Adding insulation to the floor will improve the energy performance of the building.

Perimeter Drains:

When the building was moved to the current location they did not build a perimeter drains, currently there is a gentle slope on the site that is directing the water towards the house, it is recommended that new perimeter drains in a two pipe system are to be installed, a 4" perforated pipe and a 3" solid pipe attached to the new rain water leaders.

Doors and Windows:

The existing windows are a mix of wood windows, aluminum and new vinyl windows. Wood and aluminum windows should be replaced with new vinyl or fiberglass double pane windows and the exterior doors to be upgraded to fiberglass insulated exterior doors.

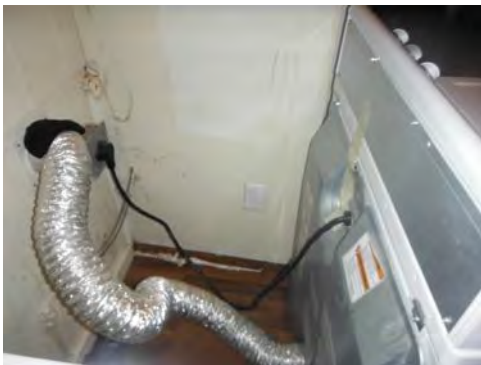


Interior:

Kitchen: there is no range hood therefore it does not comply with the British Columbia Building Code. A new direct vent should be installed above the range. The kitchen sink could be replaced and considerations could be given to replacing the cabinets.

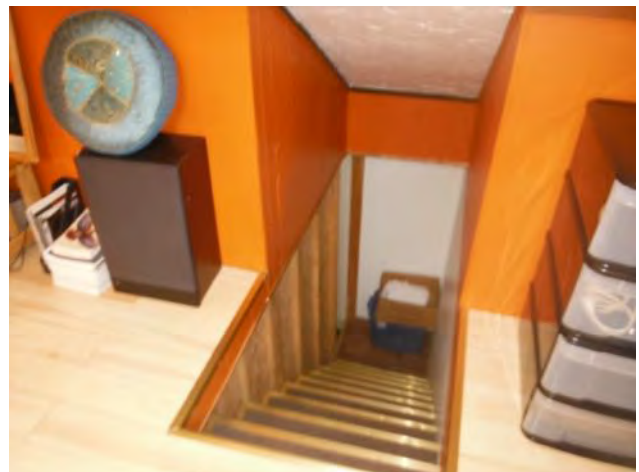


Laundry



Dryer vent connection to be repaired.

The attic has been finished as a living space with a window at each gable end. The existing plexi-glass skylights have to be removed. We suspect that as in the rest of the house there is no insulation in the roof cavity.



Recommendations:

The reports from Electrical, Mechanical and Structural Consultant highlight the areas that require attention to improve the life and safety of the building and this report has to be read in conjunction with their reports.

Building Envelope

The current energy performance of the building is a direct result from the lack of insulation. The construction of the wall is assumed to be 2x4 with no vapor or air barrier, no insulation and no rain screen. The current wall depth is not enough to provide the effective R-15.8 (R-24) value required by the building code. Given the current condition of the house the addition of any insulation will benefit the performance. The building code makes provisions regarding the upgrades to existing buildings where it is not feasible to achieve full code compliance stating that the level of performance on existing buildings being renovated cannot be decreased below the level that already exists.

The inclusion of wall insulation could be achieved by using either of these methods:

1. Blown-in insulation from the interior of the space by making orifices between each stud at the top of the wall. The blown-in insulation can over time lose its R-value due to settling and moisture absorption. The installation of this type of insulation has to be done by certified installers using the proper equipment. This type of insulation will not provide a code complaint R-value but will improve the energy performance. This method is a cost effective way of introducing insulation into the building, however this will not be a longtime solution.
2. Remove exterior cladding and add blown-in insulation, from the top of the wall into the stud's cavity. By removing the cladding it is possible to add an air barrier and the rain screen and we recommend to use a combination of Typar House Wrap (or similar) with 11.7 U.S perms and a vapor barrier interior paint. The removal of the cladding also offers the opportunity to add 2" of rigid insulation (expanded polystyrene) as the exterior insulation. The exterior cladding is deteriorated and this could be an opportunity for replacement.
3. Through orifices at the top of the wall, between studs add spray insulation to seal the cavity and consequently avoid the requirement for venting and vapor barrier because it is intrinsic to spray foam. For a 2 x 4 wall the addition of 3.5" of spray insulation will equate to an R-value of $6.5 \times 3.5 = R 22.75$. With this method the cladding could remain in place only replacing rotten pieces of wood.
4. This option implies the rebuild of the wall from the outside by removing the exterior cladding and sheathing it will be possible to install batt insulation within the wall cavities. The thickness of the wall will only allow for R12 and additional insulation can be added in the form of rigid insulation taped. The wall assembly will then be the interior drywall painted with vapor barrier paint, existing studs with R12 batt insulation, 1/2" plywood sheathing, Typar House Wrap (or similar) with 11.7 U.S perms and 2" of rigid insulation, strapping and new cladding. This option will be more costly but will comply with the code and provide better energy performance.

Cladding:

The existing cladding shows signs of deterioration it could be totally replaced using fibre-cement cladding with horizontal lap or a more economical option is the use of vinyl siding that does not require rain-screen or paint.

Roof:

There is moss present on the roof and the level of deterioration indicates replacement. The removal of the roofing will permit the addition of insulation to the existing structure. At the present time it is difficult to comment on the existing structure as the ceiling finishes block the view.

Venting: there are no vents present at the roof and a new living space has been created in the attic space. The addition of insulation to the roof will improve the R- value and consideration will be given to the type of venting required.

We recommend the use of sprayed insulation into the rafter cavity and consequently eliminating the need for venting and vapor barrier.

Roof gutters: gutters are not part of the building.

Building Information

Building area:	936.00 sq.ft
Attic area:	appx. 250.00 sq.ft
Building Perimeter:	127.95 sq.ft
Porch:	51.00 sq.ft

The following is a list of the items to upgrade that are cost effective and will improve the longevity of the building but does not include the full extent of the upgrades:

Roof:

- Replace existing fibre-glass shingles for standing seam metal roof or new SBS modified laminate shingles.
- New roofing membrane
- Consider the change of roof sheathing based on the condition of the current sheathing
- Structural upgrades
- Incorporate sprayed insulation.
- Add gutters and down spouts. The alternative is to leave the roof without gutters and add new flashings with a drip edge. If this is chosen the perimeter drain will not require the 3" diameter solid pipe

Walls:

- Add insulation to all exterior walls
- Addition of seismic connections between foundation walls and bottom plates.

Perimeter Drain:

- Add new perimeter drains in a two pipe system: a 4” perforated pipe and a 3” solid pipe attached to the new rain water leaders. If the gutters are not installed the 3” solid pipe would be eliminated.

Windows:

- Replace all single pane windows

Other upgrades:

- Cleaning the existing ducting and extension of the ducts to un-serviced rooms if the heating system is a heat pump.
- New fascia board, trims around windows and corners
- Adding a kitchen range hood fan.
- Replace of kitchen sink
- Consideration to the replacement or refurbishment of the kitchen cabinets.

ANTICIPATED BUDGET

The full building upgrade is indicated in the table below. There is an option regarding the insulation of the exterior walls. Option 1 were the addition of blown-in cellulose fibre insulation is more economical due to its reduced cost and reduced disruption to the existing building but it will not maintain the R-value over time. The addition of sprayed polyurethane foam will provide and maintain a 17 R-value over the lifetime of the building.

The new cladding is optional if there is a decision to keep the exterior walls as they are today and limit the upgrade to exterior paint and replace the boards that are showing signs of deterioration.

The following is a list of all the upgrades necessary to upgrade the energy performance of the building, improve the seismic restraint capacity, and improve mechanical systems:

Batt insulation on framed basement walls	\$ 470.00
Rigid insulation onto concrete walls	\$ 520.00
Batt insulation onto floor between basement and main floor	\$ 860.00
Addition of bearing walls in the basement	\$ 2,500.00
Cellulose blown-in insulation on all wood framed exterior walls- \$3.00 x 2080 sq.ft	\$ 6,240.00
Sprayed insulation on exterior walls 3.5” - \$6.5/sq.ft x 2080sq.ft (option)	\$ 13,520.00
Gutters and down spouts	\$ 4,500.00
Option – Vinyl Siding \$10.50/sq.ft (demo, removal, does not require rain screen or painting)	\$ 21,080.00
Fiber Cement Cladding - \$16.00/sq.ft x 2080 sq.ft (demo, removal, rain screen & cladding)	\$ 33,280.00
Roofing – Option: standing seam with new 5/8 layer of plywood (\$9.00x1285 sq.ft)	\$ 11,565.00
Roofing – fibre-glass shingles with new 5/8 layer of plywood (\$6.00x1285 sq.ft)	\$ 7,710.00
Sprayed insulation on the roof cavity - 5.5” thick - \$11.00/sq.ft	\$ 14,135.00
Flashings	\$ 1,000.00
Windows replacement – 12 units x \$650.00	\$ 7,800.00
Ext. paint	\$ 10,500.00
Interior repairs (drywall patching, etc)	\$ 2,600.00
Int. Paint – on exterior walls with v.b. paint	\$ 3,000.00

Miscellaneous	\$ 10,000.00
Perimeter drain	\$ 6,000.00
Heat pump	\$ 10,000.00
Demolition, removal and disposal	\$ 3,000.00
TOTAL (with no sprayed insulation in the wall cavity, vinyl siding, fiberglass shingle roof)	\$ 101,435.00
Contingency 20%	\$ 20,287.00

The price for the vinyl siding is from a company in Victoria and this price does not include room and board for the installers.

Conclusion:

The overall upgrades can vary from 100,000 to 150,000.00 depending on the condition of the building once it is exposed. The interior condition of the building is in good shape being the biggest problem the lack of insulation. The change of the roof is necessary to extend the life of the building and to ensure that no structural damage is produced due to roof degradation, currently there is no signs of water ingress. Depending upon the budget it is possible to reduce the upgrades to changing the windows, roof, adding the kitchen range hood and basic repairs to the cladding. An option to reduce the heating cost is to install a pellet stove that will improve the interior living conditions at low cost.

We recommend that careful consideration is given to the cost of the upgrades as indicated in each Consultant's report against a new build, the cost of new construction can vary from \$175.00/sq.ft to \$200.00sq.ft. A new building of 1,000.00 sq.ft could be \$175,000 to \$200,000. The building upgrades with the exception of the roof don't have to be immediate and it can continue functioning in its present condition until there is a clear direction on how the park and the buildings at the park will operate.

The building condition requires upgrades to improve the overall life of the building and to provide better energy performance, the life and safety of the occupants is not compromised by its current condition. When the existing building condition is determined and direction of restoration method is decided we will be able to perform a detailed life cycle cost analysis to determine the benefits and disadvantages for material selection for each option.

End of report

Appendix II

Moorecroft Regional Park
Kennedy Building Architectural Review



Moorecroft Regional Park
Kennedy Building
Architectural Review

Silvia Bonet Architect, AIBC, MRAIC
Finlayson Bonet Architecture Ltd.
#4-7855 East Saanich Road
Saanichton, BC
V8M 2B4

May 2016
Project Number 15062

BUILDING REVIEW

INTRODUCTION

Project: Moorecroft Regional Park – Kennedy Building

Location: 1563 Stewart Rd. Nanoose Bay, B.C.

Date: May 2016

Introduction:

Finlayson Bonet Architecture conducted a site review of the existing Kennedy Building at Moorecroft Park to provide a building review and cost estimate for its upgrades. The reports from the team of consultants will form the basis for an evaluation towards the advantages and disadvantages towards keeping the building and upgrading it against deconstruction and new build.

This report is based on the visual review conducted by the team from Finlayson Bonet Architecture in December 2015 and a review of the “Building Condition Assessment Kennedy Building” prepared by Raymond de Beeld Architect Inc. and the consultants Robin Chapman, Bayview Engineering Ltd; Steve Frazer, Designed Air Systems Inc.; David Moss and Craig Reitmeier, RB Engineering Inc. in September 2014.

The purpose of this report is to analyze the different options regarding the building upgrades and a class B cost estimate for the improvements.

Project Description:

The building is a one storey wood construction on concrete piers and it comprises of a large hall and a mechanical room.

The building area is approximately 1,223 sq.ft (114 m²).

The Kennedy Hall was built or located at the current site approximately in 1940 and has not been in use since the Regional District of Nanaimo purchased the park in 2011. First Nations originally occupied the site and the archaeological report by Baseline Archaeological Services Ltd. identifies a section under the building and around it with potential archaeological interest.

The building has had a few upgrades such a new metal roof, mechanical room, and furnace. The joists supporting the hall’s floor have been “sandwiched” between two layers of OSB; unfortunately this addition does not add any structural strength to the floor and further consideration should be given to the structural strength.

Occupancy:

This hall is classified by the BCBC (Building Code of British Columbia) as an Assembly, Group 2.

- Non fixed seats and tables, 0.95 m²/person = 114 persons
- Non fixed seats (0.75 m²/person) = 144 persons
- School (1.85 m²/person) = 58 persons

Identified in Raymond de Beeld Architect Inc. Report.

The building has not been in use and the future use is presently unknown but if programs were developed they could be directed to educational programs for students of all ages not to exceed 50 people to justify a max. of 2 unisex washrooms as proposed by FBA Architecture Ltd.. The space has

not been promoted due to the lack of washroom facilities and overall condition. Consideration should be given to the advantages of bringing the building up to code against the potential use.

Noted Deficiencies

Envelope:

Raymond de Beeld's report details the condition of the envelope and makes recommendations on what should be achieved to comply with part 3 of the BCBC.

The report, dated 2014, indicates that there were no signs of water ingress in the walls and given the un-tightness of the wall construction any water penetration would have dried. We conducted our review in December of 2015 and there was no evidence of water penetration.

The following is a list of the items that should be changed, upgraded or incorporated if RDN decides to keep the building:

- Cladding: remove existing cladding and add a rain-screen, replace cladding with cedar siding or board and batten. A more economical option is the use of fibre cement siding, the durable and non combustible quality of this material makes it ideal for the location. The disadvantage of this type of cladding is the lack of the historical reference to heritage buildings. Another more economical option is the use of vinyl siding that lacks the fire resistance quality but offers the benefit of low to no maintenance, does not require a rain screen or exterior paint and it is suitable to this location. There is vinyl siding with a variety of designs that could address the heritage component.
- Air Barrier: there is no air barrier present. The air barrier is integral to the performance and it should be added if the cladding is removed. Tyvar Commercial grade or 2 layers of 30lbs building paper.
- Vapour barrier: there is no vapour barrier and the interior side of the wall is sheathed with painted OSB.
- Insulation: this is a building code requirement to comply to ASHRAE 90.1 or with the National Energy Code of Canada.

Attic: existing 3" fiberglass batt insulation between the lower chord of the roof trusses.

Exterior walls in the main hall: existing 2" R 7.5 of batt insulation. The removal of the interior OSB will expose the wall cavity and allow for the installation of batt insulation and vapour barrier.

Crawlspace: none

"R. de Beeld Architect's recommendation: Attic insulation to be upgraded to R40 with fibre glass insulation over existing. Wall insulation to be upgraded to R14 and the option could be to replace fiberglass with medium density spray foam between studs for R 16-20 depending if batt insulation remains. Crawlspace wood floor upgraded to R14 with medium density spray foam".

The crawlspace depth varies according to the irregular terrain and the access to the entirety of the floor is severely compromised by the lack of sufficient depth to work. Spray insulation is difficult to install from the underside of the joists as there is not enough space for the spray foam installer to properly control when spraying the thin layers of foam. An option is to install a soffit to the underside of the joists and apply blown in insulation from the top of the floor or sprayed insulation. The use of OSB for the underside of the joists is discouraged due to the exposure to moisture and being exposed to the outside with no protection layer, OSB will deteriorate over time and will require replacement. We recommend the use of an inert material that can stand the exposure to moisture, such as Dens Glass or a more economical option, fibre cement boards that will have to be screwed to the joists. Any soffit material will present an installation challenge that will result in added cost. The purpose of adding the soffit is to hold the insulation in place. The insulation will improve the living conditions of the hall but considering that this is

not a space with permanent use it may be prudent to leave the floor with no insulation until such a time when there is a clear indication of the time of the year and number of hours when the space will be used.

The wall insulation options described in the Caretaker's Building Report by FBA Architecture Ltd. could be applied to the Kennedy Building.

Windows

All the current windows are single pane and require replacement. The new windows should be a combination of fixed multi panel glass and opening windows possible awning style. A more economical option is to replace them for picture and opening windows with no multi panel glass. The current window installation is lacking proper flashings and air tightness. The replacement of the exterior wall system should include the change of the windows to conform to current standards of weather resistance, tightness, and energy performance ensuring proper drainage planes. The new windows could be vinyl windows suitable to the extreme weather conditions and require low maintenance.

Flashings:

Existing flashings have to be replaced due to poor conditions or wrong slope.

Finished Grade /Damproofing

Backfill high or drainage poor at West elevation.

Clearance to Finished Grade:

The existing cladding does not have the minimum 8" clearance required from natural grade to avoid moisture damage. This condition is present at the South wall and requires fixing.

Interior Finishes:

The overall interior could be left as it is repairing the sections of plywood or OSB that are damaged. New paint will refresh the place at low cost. If desired a new layer of ½" gwb could be added to the walls. The existing plywood floor could be painted or covered with underlayment and vinyl sheet good.

Health Requirements:

A building of this type is required to provide washroom facilities and there is no plumbing in the hall. The addition of washrooms is challenged by the presence of a midden in the site. Refer to Washroom Report by FBA Architecture Ltd.

Exits:

There are two exits in the building and it complies with the exit requirements by the BCBC. The North exit and stairs requires the addition of a hand rail and rebuild the steps to comply with BCBC.

Accessibility:

Currently there is no accessibility to the building and it is necessary to provide universal access to a facility that intends to reach a large demographic and its occupancy by BCBC is classified as Assembly

Group 2. It is recommended to build a sloped walkway to the entrance and a HC parking stall in the proximity.

Options:

Kennedy Hall is a space suitable for diverse gatherings throughout the year. The lack of a good energy performance makes this building unsuitable during the winter months. An evaluation of the benefits, programs and activities that can be developed in the space will assist in the decision towards a full or partial upgrade or decommissioning the structure.

The options for this building can be summarized in three scenarios:

1. Full building upgrade as described by de Beeld's budget.
2. Partial building upgrade (see table below)
3. Full decommission of the building – deconstruction and possible rebuild farther away from the archaeological sensitive area.

1. The building upgrade as identified by de Beeld's report indicates a total of \$ 242,207.00 including \$ 56,250 for the new washrooms. A separate report by FBA Architecture Ltd. includes the new washrooms and estimated cost.

2. Partial building upgrade

The building condition requires upgrades to improve the overall life of the building and to provide better energy performance, the floor structure has to be repair to assure that the life and safety of the occupants is not compromised by its current condition.

Partial building upgrade estimated cost:

Replace cladding with horizontal cedar siding	\$19,000.00	
Option:		
Replace cladding with fibre cement siding		\$ 17,600.00
Replace cladding with vinyl siding (no rain screen or paint required)		\$11,550.00
Replace flashings	\$ 2,000.00	
Rain screen	\$ 2,400.00	
Exterior Paint	\$ 4,950.00	
Add blown in cellulose insulation in walls	\$ 3,300.00	
Option Batt insulation		\$1,800.00
Vapour barrier		\$ 750.00
Replace OSB panels with ½" GWB		\$ 7,500.00
Add blown in insulation to the attic	\$ 4,600.00	
Replace wood windows with vinyl double glazed	\$ 4,500.00	
New insulated fiberglass exterior doors	\$ 750.00	
Replace/add door hardware (int.ext)	\$ 1,000.00	
Interior repairs to OSB and ceiling	\$ 1,400.00	
Interior paint	\$ 7,000.00	
Upgrade existing stairs North exit (handrail,guards, tactile)	\$ 2,000.00	
Exterior demolition and disposal bins	\$ 1,440.00	
Structural upgrades	\$ 15,000.00	
Civil- ramp and HC parking	\$ 1,500.00	

General conditions (this number will vary according to what is built)	\$ 8,000.00
Sub total	\$ 78,840.00
Contingency 20%	\$ 15,768.00
Total	\$ 94,608.00

Electrical and Mechanical refer to original reports.

3. Deconstruction of the building: the current structure is sitting on a sensitive archaeological site, the current foundations are inadequate for the building and it is challenging to excavate to provide a proper footing. The repairs to the floor joists are also difficult due to the shallowness of the crawlspace. A full building upgrade implies gutting the structure to expose all framing members and even though the reports recommend adding insulation to the existing walls this will not reach the required R 22 therefore it would be advisable to strap the walls to increase the 2x4 thickness to 2x6. Additional deficiencies could be exposed once all exterior or interior cladding is removed. The use of the space is not yet fully determined. It is foreseeable that a new build of smaller size could accomplish educational programs with an energy efficient envelope, fully code compliant, design to be seismically resistant and provide a secure and safe environment. A new purposely designed space would include the washrooms and could be located closer to the caretaker suite or in some of the areas where other building were sited.

Conclusion:

The overall upgrades can vary from 90,000 to 250,000.00 depending on the decision made regarding full or partial upgrade. The term “full upgrade” should be loosely interpreted as a public building would require to be 100% code compliant A major upgrade will improve the building conditions but not be 100% code compliant. The building wasn’t properly built and even though there is a sentimental attachment to it an analysis of the cost of the renovations and the potential benefits will determine the best outcome.



Kennedy Building Photo Review

Appendix III

Moorecroft Regional Park Washroom Facilities Architectural Review



Moorecroft Regional Park
Washroom Facilities
Architectural Review

Silvia Bonet Architect, AIBC, MRAIC
Finlayson Bonet Architecture Ltd.
#4-7855 East Saanich Road
Saanichton, BC
V8M 2B4

May 2016
Project Number 15062

1563 Stewart Rd. Nanoose Bay, B.C.

New Accessible Washrooms

The construction of two new accessible washrooms is necessary to comply with the building code health requirements and it will improve the park usage offering a service that it is present today only in the form of a portable toilet not accessible to those in wheel chairs or walkers. The addition of the new washrooms will eliminate the need for the periodical tracking in and out of the portable facility.

The proposed location is in the proximity of the Kennedy Building and opposite to the archaeological sensitive area (figure 1) as assessed by the letter from Baseline Archaeological Services Ltd. which identifies the park as located within the consultative boundaries of the Snaw-Naw-As and Snuneymuxw First Nations. The letter by Baseline also mentions “some archaeological potential within the area where the craft hut was removed but that it also suggests low archaeological potential” (Baseline Letter to Nanaimo regional Park March 25, 2011). The letter also indicates that at the time of any future development to be aware of potential undiscovered archaeological remains on any surveyed or un-surveyed areas. We recommend to engage the services of Baseline before starting any excavation on the site.

The construction for the new building is proposed of non combustible materials with low maintenance requirements that can stand the demands imposed by the exposure to the ocean and elements as well as to the demands of a high traffic area.

The proposed materials are concrete block walls, on a slab on grade, truss roof and metal roofing for the two side by side washrooms.

It is necessary to conduct a full review of the septic system to confirm the proposed location for the washrooms as well as the necessary upgrades to the system. We recommend to consult with a local company that is familiar with the area and will have the resources to repair, install or upgrade the system but also ensure the regular maintenance.

Number of washrooms required:

The Kennedy Building does not have any washrooms and the implications of the archaeological site make it challenging to add plumbing facilities to the building. The Kennedy Building is classified by the building code as an Assembly occupancy and will house the gathering of groups of people that should have access to a close by plumbing facility that is also available to all park visitors.

According to the Building Code of BC, the Kennedy Building occupant load calculation equals 110 people. A realistic prediction of the usage indicates that it will hold a maximum between 30 to 40 people at any given time. The occupant load as defined by the Building Code informs various code issues such as the number of washrooms required. Table 3.7.2.2.A outlines the number of water closets required for an Assembly Occupancy.

The building code also makes provisions for an exemption to this requirement if it can be demonstrated a lower occupant load. At the present time there is no clear indication on how the Kennedy Building will be used but the intent is that school children will gather in this space for nature talks and presentations. This type of event will be addressed to a single primary classroom number of children.

Table 3.7.2.2.A Water Closets for an Assembly Occupancy		
Number of Persons of Each Sex	Minimum Number of Water Closets	
	Male	Female
1 - 25	1	1
26 - 50	1	2
51 - 75	2	3

Construction Cost Estimate for 2 Accessible Washrooms :

The cost analysis is based on the preliminary architectural drawings here attached and developed by FBA Architecture Ltd.

Labour	\$ 10,800.00
Excavation	\$ 2,500.00
Foundation	\$ 5,500.00
Brick work	\$ 9,000.00
Plumbing	\$ 2,725.00
Electrical	\$ 2,500.00
Paint	\$ 1,000.00
Materials	\$ 4,000.00
Doors and windows	\$ 1,500.00
Gutters	\$ 950.00
Trusses	\$ 1,200.00
Grab rails	\$ 750.00
Debris bins	\$ 950.00
Accessories	\$ 1,500.00
Contingency 10%	\$ 4,500.00
Construction fees 15%	\$ 6,056.25
Total	55,431.25.00

Not included in this estimate:

Services up to the building

Permits

Consultant's fees (already in the contract with RDN – Moorecroft Park Improvements.

Septic system

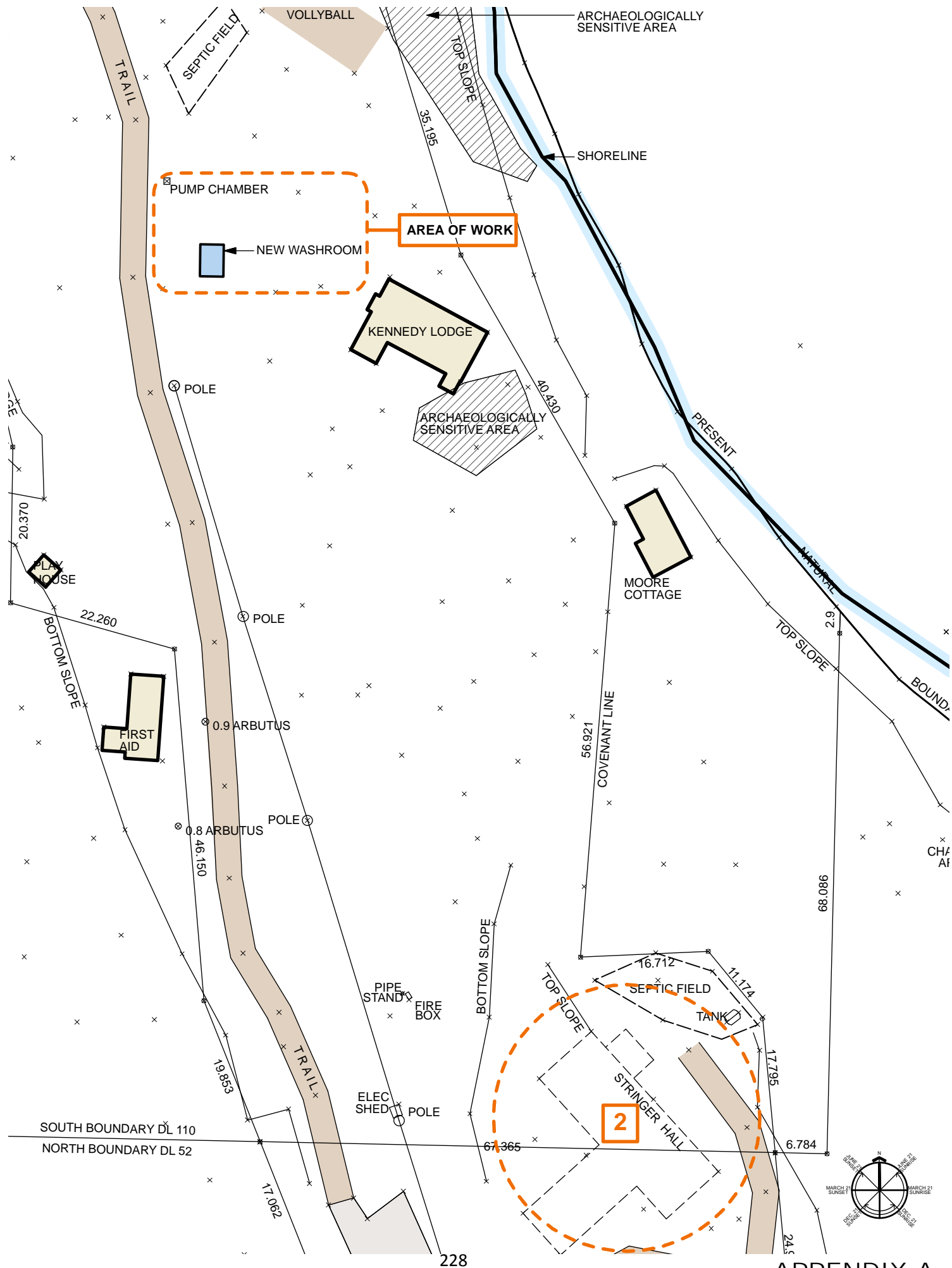
Other consulting fees such as archaeological or civil engineering

Landscaping

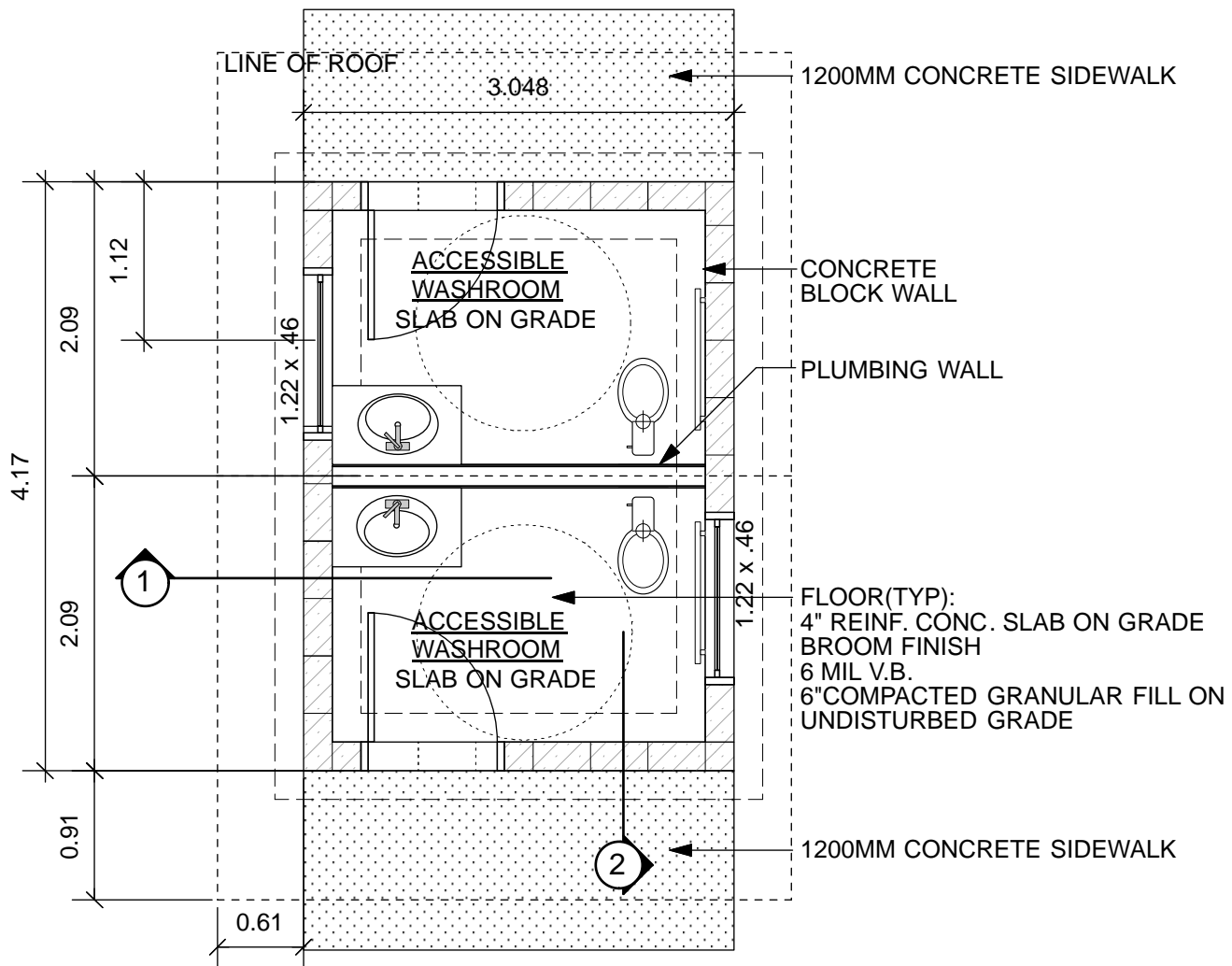
Appendix A shows the proposed location for the new washrooms close to the existing Kennedy Hall. If a decision is made to decommission Kennedy Hall and build a new facility that includes the washrooms we suggest to locate to Area 2 or where the Stringer Hall used to be.

Appendix B includes the preliminary plans for the new washroom facility.

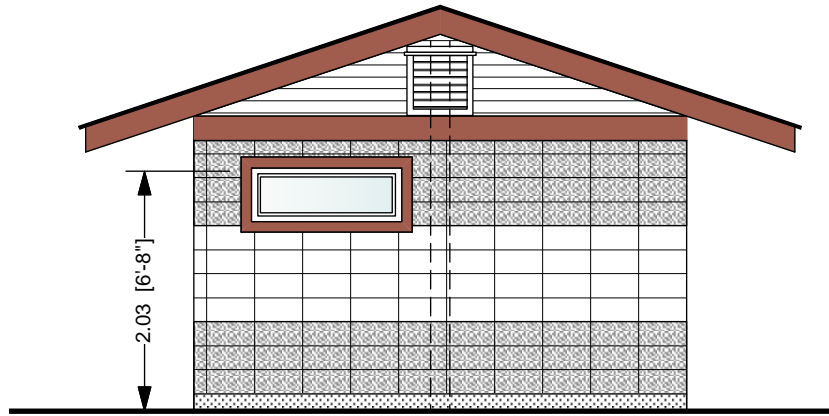
End of Report
Silvia Bonet Architect, AIBC, MRAIC



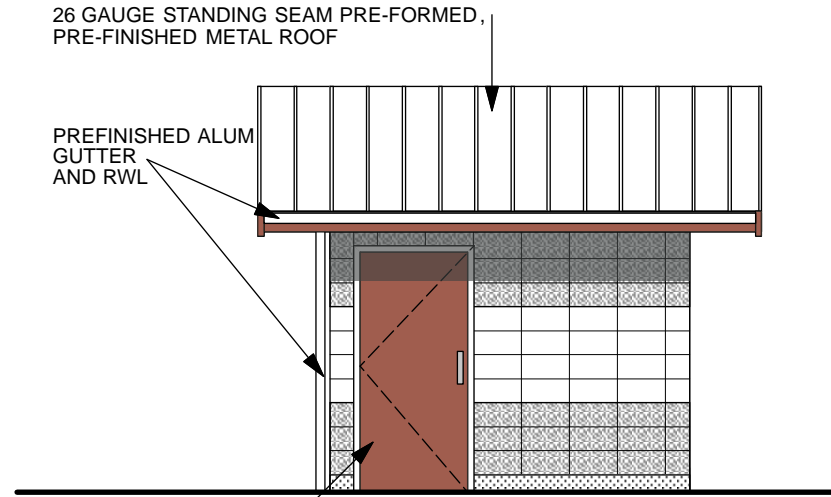
228



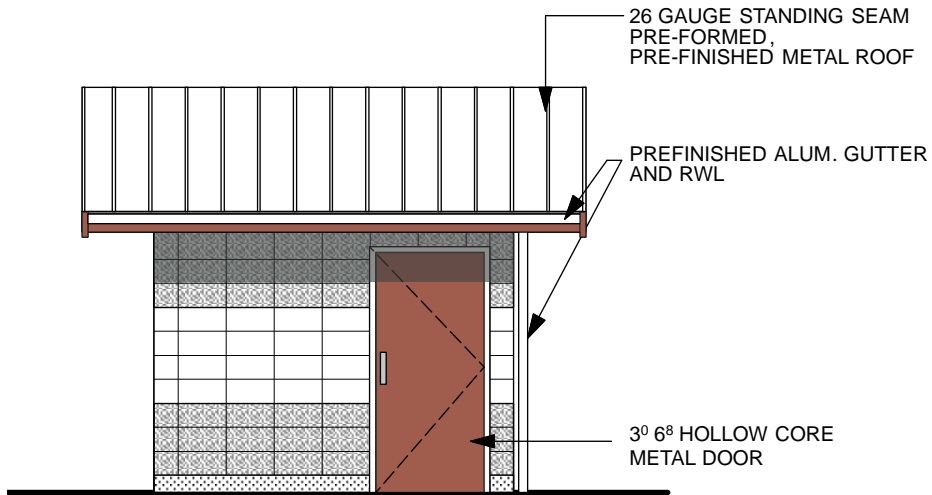
1 FLOOR PLAN



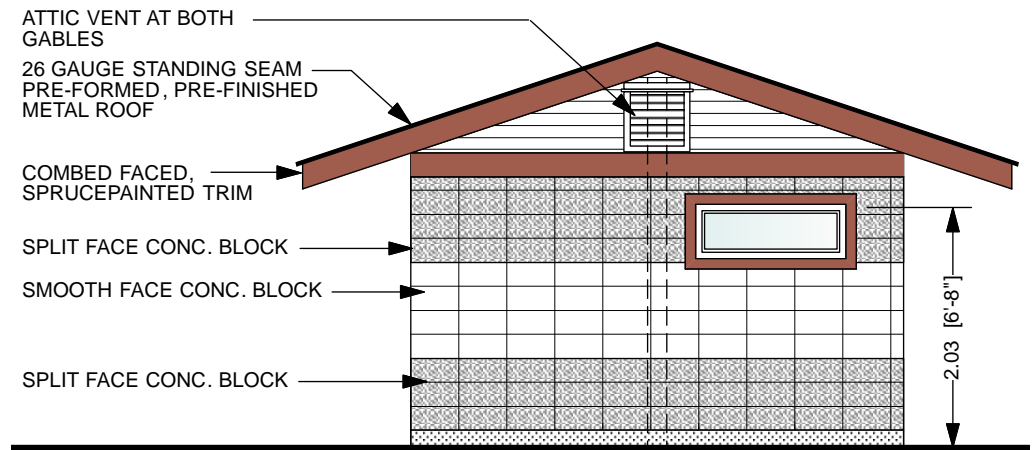
2 ELEVATION 2



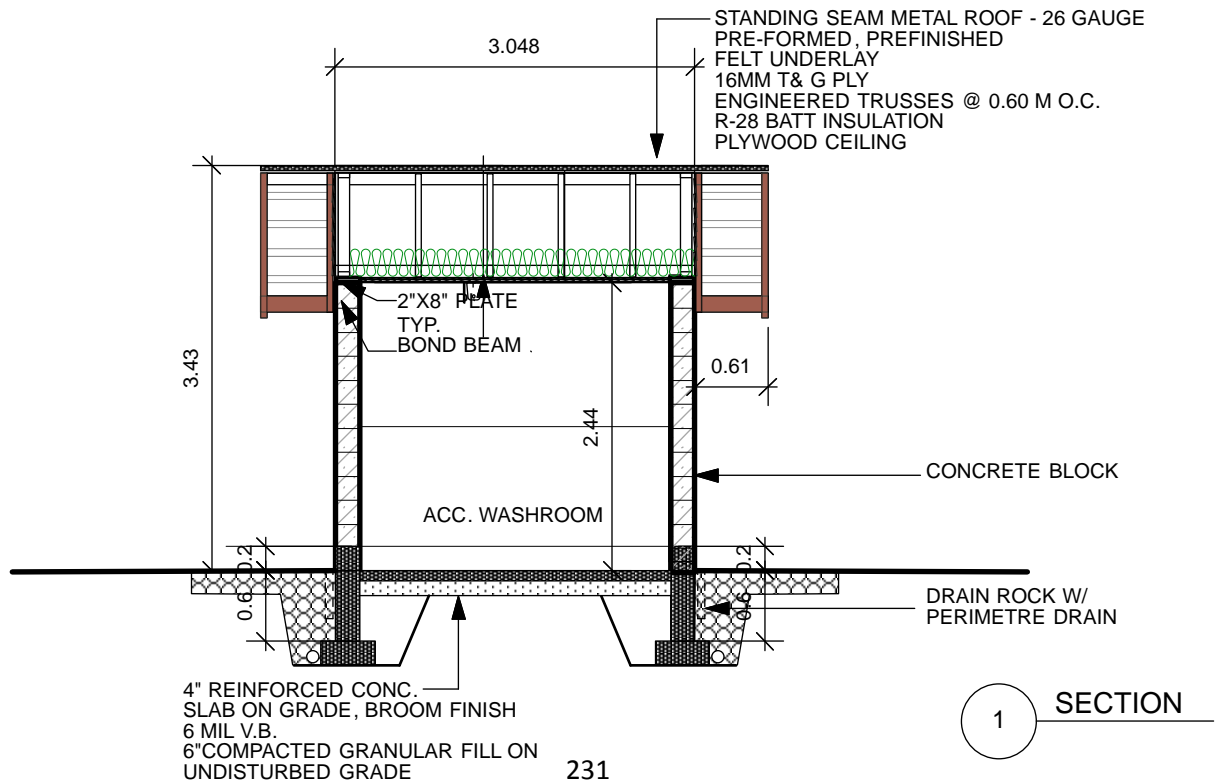
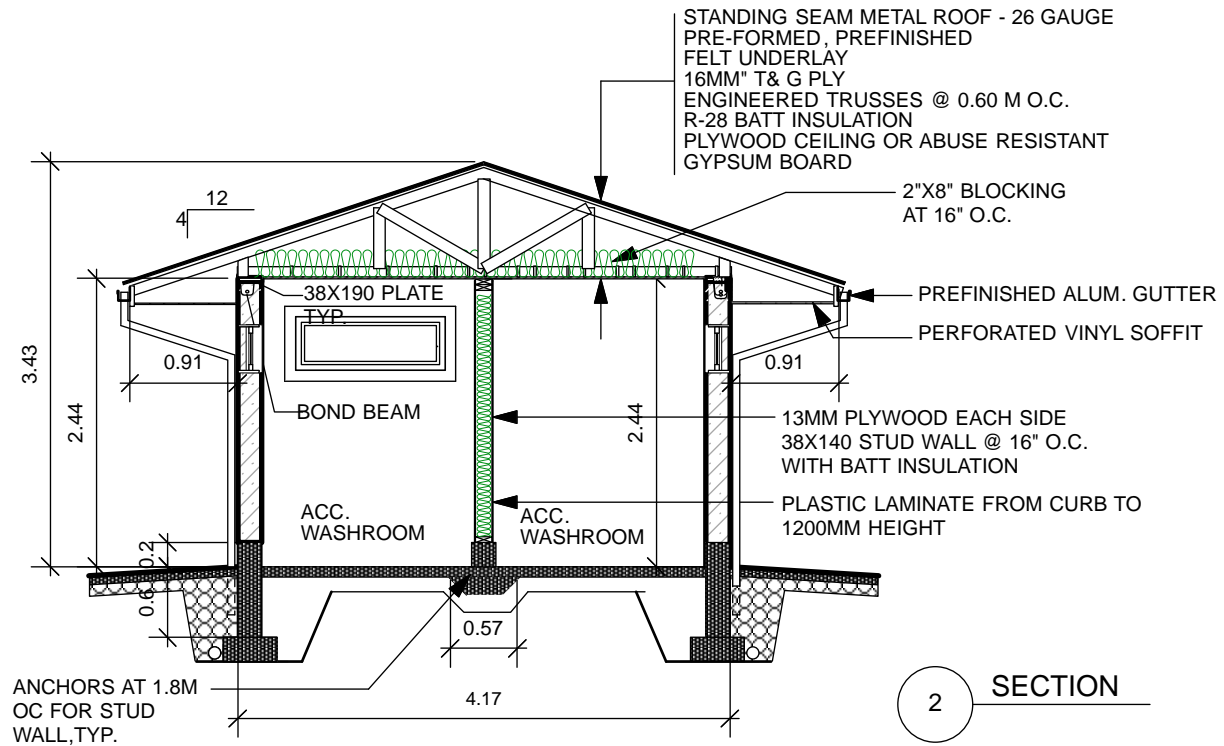
1 ELEVATION 1



4 ELEVATION 4



3 ELEVATION 3





April 27, 2016

Nick Doe
Sent via email to: nickdoe@island.net

Dear Mr. Doe:

Re: Trail Development – Coats Marsh Regional Park

Thank you for your email letter of April 17, 2016, which outlines your concerns regarding the proposed trail development in Coats Marsh Regional Park that will connect the existing trail over the berm at the north-western end of wetland to the Stanley Rd park entrance. The proposed trail route is located in the forest approximately 15-30 meters back from the high water mark of the wetland and follows along the south-western edge of the wetland. The proposed trail alignment was reviewed and supported by the ecological assessment of the property completed for the management plan (Ecological Features and Management Recommendations for Coats Marsh Regional Park, 30 December 2010), is supported by The Nature Trust, and has been approved by Environment Canada's Ecological Gift Program (EGC). Please find enclosed a copy of the proposed trail route as approved by The Nature Trust and the EGC.

The above-noted trail connection is proposed in Section 3.3.4 of the *Coats Marsh Regional Park Management Plan*. The Plan reflects the community's desire to connect the north and south ends of the park by means of a trail along the south-western side of the wetland. Your concern that the addition of this trail would increase pedestrian and canine presence near the wetland thereby negatively impacting wildlife, particularly the resident duck populations, and potentially transmitting invasive species into the Park is understood. This potential impact has been considered and in an effort to reduce habitat disturbance, the trail has been routed away from the shoreline, except where it crosses the berm at the far western edge of the wetland. As per the recommendations in the Plan, signage will be installed identifying that no dogs be allowed in this sensitive area of the park. The Plan also recommends a viewing platform be developed on the southern end of the wetland near the Stanley Rd park entrance to provide controlled access to the edge of the wetland area for educational purposes.

Your advice regarding the specific trail route location and/or any mitigation measures would be greatly appreciated. If you are interested, please contact Elaine McCulloch, RDN Parks Planner at 250-248-4744 (ex. 656) or emcculloch@rdn.bc.ca.

Sincerely,

Wendy Marshall
Parks Manager

AH

CC: T. Osborne, General Manager of Recreation and Parks, RDN
E. McCulloch, Park Planner, RDN
J. Lobb, Parks Operations Coordinator, RDN
T. Reid, Manager, Vancouver Island Conservation Land Management Program

RECREATION AND PARKS DEPARTMENT

HEAD OFFICE:
Oceanside Place
830 West Island Highway
Parksville, BC
V9P 2X4
(250) 248-3252
Fax: (250) 248-3159
Toll Free: 1-888-828-2069

Ravensong Aquatic Centre
737 Jones Street
Qualicum Beach, BC
V9K 1S4
(250) 752-5014
Fax: (250) 752-5019

RDN Website: www.rdn.bc.ca



Gabriola Land and Trails Trust
PO Box 56
Gabriola BC V0R 1X0

May 22th 2016.

Ms. Wendy Marshall, Manager of Parks Services, Regional District of Nanaimo
Mr. Tom Reid, Vancouver Island Conservation Land Manager, The Nature Trust of BC

Dear Ms. Marshall and Mr. Reid,

Subject: Trail Building in the Coats Marsh Regional Park, Gabriola Island, BC

An issue of concern was recently brought to the attention of the Board of the Gabriola Land and Trails Trust (GaLTT) by our affiliated Streamkeepers group on Gabriola. We understand that trail building is about to get underway in Coats Marsh Regional Park on the south and west side of the marsh pond, as part of the management plan for the Park.

Trail development is supported in the management plan, however we are concerned that a trail in this location will disturb and may negatively impact nesting waterfowl using the marsh.

While trail connectivity is an important goal of GaLTT, we also understand that application has been made for a density transfer that, if successful, will secure additional donor land as park to the north and east of the Regional Park. There are existing trails on the donor land that will improve access to the marsh and connectivity without the need to build a new trail to the south.

The construction of a waterfowl viewing blind near the existing park entrance would be supported by GaLTT, however we feel it is premature to disturb the marsh further with a new trail when it may not be necessary.

GaLTT respectfully requests that the RDN delay the new trail development until the outcome of the density transfer application is known, at which time additional options for trails and trail development on the already disturbed northern side of the marsh may exist.

Thank you for your consideration.

Sincerely,

Anne Landry, Vice President Gabriola Land and Trails Trust

On behalf of Norm Harburn, President Gabriola Land and Trails Trust

Cc: Howard Houle. Regional Director

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE DISTRICT 69 RECREATION COMMISSION

REGULAR MEETING

HELD THURSDAY JUNE 16, 2016

2:00PM

(OCEANSIDE PLACE)

Attendance: Julian Fell, RDN Board
Gordon Wiebe, Electoral Area 'E'
Reg Nosworthy, Electoral Area 'F'
Ted Malyk, Electoral Area 'G'
Al Grier, Councillor, City of Parksville
Neil Horner, Councillor, Town of Qualicum Beach
Julie Austin, School District 69 Trustee

Staff: Tom Osborne, General Manager of Recreation and Parks
Dean Banman, Manager of Recreation Services
Ann-Marie Harvey, Recording Secretary

Regrets: Bill Veenhof, Director, Electoral Area 'H'

CALL TO ORDER

Chair Fell called the meeting to order at 2:00pm and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

DELEGATIONS/ PRESENTATION

None

MINUTES

MOVED Commissioner Horner, SECONDED Commissioner Nosworthy that the Minutes of the Regular District 69 Recreation Commission meeting held May 19, 2016 be adopted as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES

None

COMMUNICATIONS/CORRESPONDENCE

None

UNFINISHED BUSINESS

None

REPORTS

Monthly Update – Oceanside Place – May 2016

Mr. Banman gave an overview of the Monthly Updates of Oceanside Place, noting the success of the annual Great Garage sale and a pickleball tournament that brought in many participants from other areas.

The second ice sheet (Kraatz) will be coming out soon for a couple of week for maintenance.

Monthly Update – Ravensong Aquatic Centre – May 2016

Mr. Banman gave an overview of the Monthly Update of Ravensong Aquatic Centre, noting that the yearly shutdown in August will see the replacement of the MCC, the primary electrical service panel for the facility.

Monthly Update – Northern Recreation Program Services – May 2016

Mr. Banman gave an overview of the Monthly Updates for the Northern Recreation Programs, noting that all summer staff have been hired and training begins next week. A part of that training will be cultural education with Kerry Reid.

Monthly Update of Community and Regional Parks and Trails Projects – May 2016

Mr. Osborne gave a summary of the Monthly Update of Community and Regional Parks and Trails Projects in the D69 area.

MOVED Commissioner Horner, SECONDED Commissioner Malyk that the reports be received.

CARRIED

District 69 Recreation Fees and Charges Report – Arena Services and Aquatic Services

Mr. Banman gave summary of the report. The Commission discussed some of the financial assistance impact to the fees and charges.

MOVED Commissioner Nosworthy, SECONDED Commissioner Horner that the “District 69 Arena Services Fees and Charges Bylaw No. 1704.01, 2016” be introduced and read three times.

CARRIED

MOVED Commissioner Nosworthy, SECONDED Commissioner Horner that the “District 69 Arena Services Fees and Charges Bylaw No. 1704.01, 2016” be adopted.

CARRIED

MOVED Commissioner Grier, SECONDED Commissioner Horner that the “District 69 Aquatic Services Fees and Charges Bylaw No. 1705.01, 2016” be introduced and read three times.

CARRIED

MOVED Commissioner Grier, SECONDED Commissioner Horner that the “District 69 Aquatic Services Fees and Charges Bylaw No. 1705.01, 2016” be adopted.

CARRIED

BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS

None

NEW BUSINESS

None

COMMISSIONER ROUNDTABLE

Commissioner Nosworthy told the Commission about the successful Coombs Family Picnic despite the rain.

Commissioner Austin spoke of her time attending the BCRPA Symposium. She found it very interesting and noted our Commission structure, with the different representation on it, was distinctive compared to other areas in the Province.

IN CAMERA

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

Time: 2:50pm

ADJOURNMENT

MOVED Commissioner Grier that the meeting be adjourned at 3:20pm.

CARRIED

Chair

TO: Tom Osborne
General Manager of Recreation and Parks

DATE: June 6, 2016

MEETING: District 69 Recreation
Commission – June 16, 2016

FROM: Dean Banman
Manager of Recreation Services

FILE:

**SUBJECT: District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014 Amendment
District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014 Amendment**

RECOMMENDATIONS

1. That the “District 69 Arena Services Fees and Charges Bylaw No. 1704.01, 2016” be introduced and read three times.
2. That the “District 69 Arena Services Fees and Charges Bylaw No. 1704.01, 2016” be adopted.
3. That the “District 69 Aquatic Services Fees and Charges Bylaw No. 1705.01, 2016” be introduced and read three times.
4. That the “District 69 Aquatic Services Fees and Charges Bylaw No. 1705.01, 2016” be adopted.

PURPOSE

To obtain Board approval in amending both District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014 and District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014.

BACKGROUND

According to the Local Government Act Part 10.1 (s) 363, local government has the authority to establish and collect fees under an established bylaw. To this effect the two bylaws for Arena and Aquatic Services in District 69 (1704, 1705) were approved in 2014. In addition to the bylaws being established, the RDN Board also approved schedules which outline specifically the fees and charges for rental rates and public admissions to be applied at Oceanside Place and Ravensong Aquatic Centre as well as the time frame they are in effect.

A review of the fees and charges of similar facilities in the mid-Vancouver Island (mid-island) region is taken into consideration when establishing admission fees and rental prices for both Oceanside Place and Ravensong Aquatic Centre. A draft of this report along with the fees and charges as outlined in the schedules attached as Appendix I and II of both bylaws was reviewed by the District 69 Recreation Fees and Charges Sub-Committee on May 30, 2016.

ALTERNATIVES

1. To introduce and read a first time, second time and read a third time and adopt the amended Schedule A of District 69 Arena Services Fees and Charges Bylaw No. 1704.01, 2016 and to introduce and read a first time, second time and read a third time and adopt the amended Schedule A District 69 Aquatic Services Fees and Charges Bylaw No. 1705.01, 2016 thereby establishing the fee schedules for these bylaws for the years September 1, 2016 to August 31 2019.
2. Not introduce or approve the bylaws as presented and provide staff with alternate direction.

FINANCIAL IMPLICATIONS

I. ADMISSION FEES TO SWIM AND SKATE SESSIONS

Annual percentage increases are applied if warranted to both facility admissions and rental rates. as in past years, a summary of admission rates from other mid-Vancouver Island recreation departments was completed and are summarized in Table 1. In 2012 it was recommended by the District 69 Recreation Commission and approved by the RDN Board to minimize the affect extreme low or high fees and charges from mid - island communities influence the averages. As a result the highest and lowest rates from the mid-island communities are not included in the calculation of the averages.

Table 1 compares both the current mid-island averages for admission fees as of March 2016 and projected rates. Upon review of the information provided a number of the communities are planning to increase fees and charges in a number of categories. An average increase of 3% for comparative purposes has been used in Table 1. Comparison between community arenas within the mid-island is realistic as most have equivalent amenities, hours of availability and similar size. Aquatic facilities are somewhat more challenging as the spectrum of features, tank size and hours of availability vary.

Table 1 identifies that current RDN facility admissions are higher than most mid - Vancouver Island communities. Even after factoring in a 3% increase on the mid island average, three out of the five RDN admission categories would still be higher than the projected mid-island average. With this information in hand, staff are proposing that no increase be made for the 2016-2017 season. The financial implications of this are detailed later in this report.

Table 1- 2016 Mid - Vancouver Island Facility Admission Rates

All figures include GST	Child (4-12)	Student (13-18)	Adult (19-59)	Senior (60-79)	Family
RDN Admissions: current	\$3.16	\$4.22	\$6.03	\$4.71	\$12.23
Mid Island Average: current	\$3.04	\$3.99	\$5.76	\$4.44	\$11.93
Mid Island Average: + 3%	\$3.13	\$4.11	\$5.93	\$4.85	\$12.29
RDN Admissions : proposed 2016 -2017	\$3.16	\$4.22	\$6.03	\$4.71	\$12.23
City of Nanaimo: current	\$3.75	\$5.25	\$7.00	\$5.25	\$14.00

“Special Rate” Admissions

“Special Rate” admissions of \$2.00 for children and youth and \$4.00 for the adult and senior rate categories are designed to meet the needs of patrons with limited or fixed incomes and to utilize facilities during non-peak times. The Department provides a number of opportunities at reduced rates to attract individuals and families who may otherwise not be able to participate in these recreational pursuits.

These rates originated as \$1.25 and \$2.50 special rates in 2009 and increased to their current levels in 2014. Historically they remain unchanged for periods longer than other fees and charges and increase by larger percentages.

Although an increase to these rates is not recommended by staff at this time, communication to the public will be required as done in the past when increases have occurred. The large percentage increases of these rates do at times cause some concern from users groups as brought to the attention of the District 69 Recreation Commission via a delegation in 2014. At that time the concern the effects of admission increases on those with fixed incomes and families struggling to find affordable activities was raised.

If established admission rates are still not affordable alternatives for deeper discounts are still available through Active Living Membership Card, Grade Five Active Living Card, Grade Six Active Pass and the department’s Financial Assistance Program.

Table 2 provides information in determining the possible changes in admission revenue for public sessions at both Oceanside Place and Ravensong Aquatic Centre.

Table 2- 2015 Total Public Session Admissions – Oceanside Place / Ravensong Aquatic Centre

Oceanside Place		Ravensong Aquatic Centre	
Tot	457	Tot	2,868
Child	4,044	Child	6,423
Student	1,425	Student	3,090
Adult	4,427	Adult	24,899
Senior	6,347	Senior	36,633
Family	4,887	Family	10,884
Golden	260	Golden	6,927
Totals	21,847	Totals	93,724

Free Admissions to Tots (0-3 yrs.) and Golden (80 + yrs.)

In 2010 free admission to children three and under and adults eighty and older was established. The rationale at the time which continues today was to assist both groups adapt to changing lifestyles. By eliminating the admission fees new financial challenges, changing lifestyle conditions such as isolation would aid new parents and older adults to establish or continue patterns for healthy active lifestyles.

The same 2014 delegation that raised the concern regarding increases to Special Rate sessions also requested that the age of the Golden program be lowered to 75. For 2015 the total number of admissions under this program was 7,247 adults 80 years and older at a value of \$34,133. The Toddler program in 2015 saw 3,532 admissions at a value of \$11,160. Staff believe both programs have been successful in meeting the intentions set in 2010.

Access through the Golden program amounts to almost one third the value of the admissions of the entire adult category. While the merits of the program have not changed, staff do not recommend lowering the age of the Golden category at this time. Ninety six percent of the Golden usage occurs at Ravensong Aquatic Centre which is already close to programming capacity and at times over capacity in relation to changing areas. In addition the combination of increasing the subsidy to this program plus not increasing any fees and charges over the next year as recommended by staff would likely cause reductions in revenue that would have an operational impact at Ravensong Aquatic Centre.

II. FACILITY RENATL FEES AND CHARGES – OCEANSIDE PLACE

Category rates range as much as Commercial Prime of \$268.28 per hour to as low as youth non-prime off season dry floor of \$47.51 per hour. Factors affecting the rate applied to rentals are; time of year, time of day, main age group of participant utilizing the facility, frequency of use and whether use is for profit or non-profit purposes.

Tables 3 and 4 provide a barometer of comparison between arena facility rates compared to mid-island averages. Table 3 provides a summary of the hours used and total rental fees at Oceanside Place in the main booking categories. This information can provide relevance to the impact any increase or reduction in ice rental fees may have. For example the information within the table shows that a change to the Senior Tournament rate category has less of an impact than a change to Minor Prime Winter. Hours of use shown in Table 3 is consistent with usage from 2014 and projected to remain consistent over the next one to two years.

Table 3- 2015 Oceanside Place Hours of Use and Rental Fees

Category	2015 Total Hours	2015 Total Fees
Minor Prime Shoulder Season	590	\$49,776
Minor Prime Winter	2,309	\$174,770
Minor Non-Prime Winter	486	\$36,435
Adult Prime Winter	308	\$56,601
Minor tournament	333	\$24,082
Minor Prime Dry Floor	149	\$7,456
Adult Tournament	158	\$18,956
Minor Non-Prime Shoulder Season	307	\$18,803
Adult Prime Shoulder Season	85	\$11,210
Senior Non-Prime Winter	87	\$9,950
Senior Tournament	90	\$10,775

Table 4- 2016 Mid - Vancouver Island Facility Rental Rates - Ice

All figures include GST	Minor Non-Prime	Minor Prime	Adult Prime	Adult Non-Prime
RDN Rental Rate, Ice: current	\$79.40	\$90.01	\$171.90	\$138.45
Mid Island Average: current	\$71.13	\$85.84	\$159.58	\$126.28
Mid Island Average: + 3%	\$73.26	\$88.42	\$164.37	\$130.07
RDN Rental Rate, Ice: proposed 2016-17	\$79.40	\$90.01	\$171.90	\$138.45
City of Nanaimo: current	\$87.20	\$87.20	\$174.41	\$141.13

Table 5- 2016 Mid - Vancouver Island Facility Rental Rates – Dry Floor

All figures include GST	Minor Non-Prime	Minor Prime	Adult Prime	Adult Non-Prime
RDN Rental Rate: current	\$47.51	54.30	\$74.67	\$61.09
Mid Island Average: current	\$47.76	46.35	\$54.50	\$56.96
Mid Island Average: + 3%	\$49.19	47.74	\$56.14	\$58.67
RDN Rental Rates: proposed 2016-17	\$47.51	54.30	\$74.67	\$61.09
City of Nanaimo: current	\$49.34	46.99	\$93.98	\$81.46

III. FACILITY RENTAL FEES AND CHARGES – RAVENSONG AQUATIC CENTRE

Four broad categories make up the majority of hourly rental use at Ravensong Aquatic Centre. Table 6 provides a comparison between aquatic main pool facility rates compared to mid-island averages. As noted earlier comparisons between aquatic facilities is challenging as pool amenities (slides, water features, steam, sauna), tank size and hours of availability vary.

Table 6- 2016 Mid - Vancouver Island Facility Rental Rates – Aquatic

All figures include GST	Minor Comm unity Group	Adult Community Group	Minor Community Lane	Commercial
RDN Rental Rate: current	\$135.12	\$201.40	\$14.56	\$360.26
Mid Island Average: current	\$129.43	\$163.63	\$15.29	\$242.99
Mid Island Average: + 3%	\$133.31	\$168.54	\$15.75	\$250.28
RDN Rental rates proposed 2016-17	\$135.12	\$201.40	\$14.56	\$360.26
City of Nanaimo (Beban): current	\$198.96	\$297.99	\$10.36	\$390.15

Table 7- 2015 Ravensong Aquatic Centre Hours of Use and Rental Fees

Category	2015 Total Hours	2015 Total Fees
Minor - Community Group	2,494	\$53,995
Adult - Community Group	467	\$9,478

A complete breakdown of proposed rentals rates for all classifications can be found in Appendix I and II.

IV. ADDITIONAL SERVICES - AT COST

User groups at both facilities are charged “at cost” for additional services and supplies that may be required for their event. Removal and reinstall of arena glass, arena floor, and electrical connection/disconnection charges are a few examples of at cost charges.

Overall in the last two years some operational costs at both Oceanside Place and Ravensong Aquatic Centre have decreased due to energy conservation, replacement of inefficient equipment and the implementation of time saving practices. A number of the energy efficiency initiatives undertaken have been funded by grants for projects such as replacing high bay fixtures with LED lighting at Oceanside Place. Projecting future operational increases attributed to volatile utilities such as natural gas, water, and electricity is difficult. Costs are still expected to increase to some degree in the future and as a result increases of 3% to fees and charges after August 31, 2017 are recommended.

Over the last half of 2016 and the first half of 2017 a zero percent increase at Oceanside Place could have a total impact of approximately \$18,000 - \$20,000 in less revenue than projected in the current Five Year Financial Plan. A zero percent increase over the same time period could result in a revenue reduction at Ravensong Aquatic Centre of approximately \$17,000- \$20,000.

Drops in revenue may in fact not materialize. With new programs now online such as Pickleball combined with no increase of fees and charges, usage at the facilities could also increase or not drop off which may occur if prices are raised. Staff would continue to monitor both annual approved budgets and Five Year Financial Plans and implement cost saving measures and advise both the District 69 Recreation Commission and RDN Board should impacts to service levels materialize.

Even with no increase in fees and charges in year one of the schedule, some members of the community may still find pricing prohibitive. If existing rates or planned increases to fees and charges create a financial barrier, additional support is available through the Financial Access Program provided through the Recreation and Parks Department. Financial assistance is also available for children and youth through the Society of Organized Services. The membership concept implemented in 2009 provides another option for patrons providing savings on admission fees while maintaining an active lifestyle.

Of note is the findings from the recently completed City of Nanaimo Core Services Review Report related to recommendations specific to recreation facility fees and charges. Upon review of fees and charges collected by a third party survey completed in 2014/15, the review identifies City of Nanaimo as having some of the lowest recreation facility fees and charges on Vancouver Island and lower than municipalities of similar size across British Columbia. Based on this information a recommendation within the report is that the City of Nanaimo look at increasing recreation facility fees and charges to a level that brings it within the top three highest on Vancouver Island.

The implementation of this recommendation could affect in particular ice usage in District 69. Table Four shows that hourly arena rental rates for City of Nanaimo and District 69 arenas are currently within 1.5% to 3% of each other in three of the four categories identified and close to 10% lower than the City of Nanaimo in one category (Minor Non-Prime). If City of Nanaimo rates were to increase as recommended it is possible that their regular and casual user groups will look outside of the city for alternatives. Arenas in close proximity such as those in Fuller Lake and Parksville may see an increase in demand. Should increases in City of Nanaimo materialize with no negative impact on volume, a review may be warranted of the RDN existing detriments used in calculating fees and charges (within mid-island average).

STRATEGIC PLAN IMPLICATIONS

Through the 2016-2020 RDN Strategic Plan the delivery of recreation amenities is seen as a core service and both an effective and efficient delivery is expected. The review of fees and charges undertaken on a regular basis using benchmarking from neighbouring communities in combination with identifiable goals within the five year financial and capital plans is in the pursuit of service and organizational excellence in meeting the needs of District 69 communities.

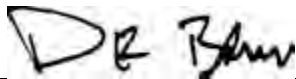
Recognizing the benefits such core amenities provide both indirectly to the general taxpayer and directly to users, the RDN Board through the fees and charges review recognizes that direct users of the facilities receive more individual benefit from use and should contribute directly to the operation and capital expenses of these facilities.

SUMMARY

The annual fees and charges for two District 69 recreation functions are required to be set for the term September 1, 2016 to August 31, 2019. In setting these fees a variety of factors have been considered. Mid - Vancouver Island averages from other local governments that provide public recreation services, financial pressures on facility users, financial savings in annual operating expenses due to investment in capital projects, increasing operational costs and projected revenue targets in the Five Year Financial Plan have all been considered.

Over the years the District 69 Recreation Commission and RDN Board have made efforts to keep fees and charges in-line with mid-island communities by collecting and reviewing relevant information to determine recreation facility fees and charges in District 69. In addition to affordability whenever possible recreation services fees and charges should consider fair market value as this reduces the reliance on general taxation.

Appendix I and II of the report is the proposed amended bylaws and schedules for District 69 Arena Services (Oceanside Place) and Aquatic Services (Ravensong Aquatic Centre). Staff are recommending no increase for the period September 1, 2016 to August 31, 2017 and a 3% annual increase on September 1, 2017 and September 1, 2018.



Report Writer



General Manager Concurrence



C.A.O. Concurrence

APPENDIX I - BYLAW 1704.01 and Schedule A

District 69 Arena Services

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1704.01

**A BYLAW TO AMEND THE FEES AND CHARGES FOR
DISTRICT 69 ARENA SERVICES**

WHEREAS the Regional District of Nanaimo established arena services user fees and charges pursuant to Bylaw No. 1704 cited as “District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014”;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to revise the fees and charges to be effective September 1, 2016;

NOW THEREFORE the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “District 69 Arena Services Fees and Charges Amendment Bylaw No. 1704.01, 2016”.

2. Amendment

“District 69 Arena Services Fees and Charges Bylaw No. 1704, 2014” is amended as follows:

By deleting Schedule ‘A’ and replacing it with Schedule ‘A’ attached to and forming part of this bylaw.

3. Effective Date

The effective date of this bylaw is September 1, 2016.

Introduced and read three times this xx day of xxx, 2016.

Adopted this xx day of xxx, 2016.

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "District 69
Arena Services Fees and Charges
Amendment Bylaw No. 1704.01, 2016".

Chairperson

Corporate Officer

SCHEDULE 'A'

Distrct 69 Arena Services Fees and Charges Bylaw No. 1704 Schedule A						
OCEANSIDE PLACE						
ADMISSIONS						
Category	2016/17	2016/17	2017/18	2017/18	2018/19	2018/19
	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST
Tot (0-3)	Free	Free	Free	Free	Free	Free
Child (4-12)	3.01	3.16	3.10	3.26	3.19	3.35
Student (13-18 or Valid Student Card)	4.02	4.22	4.14	4.35	4.26	4.48
Adult (19-59)	5.74	6.03	5.91	6.21	6.09	6.39
Senior (60-79)	4.49	4.71	4.62	4.86	4.76	5.00
Golden (80+)	Free	Free	Free	Free	Free	Free
Family	11.65	12.23	12.00	12.60	12.36	12.98
Reduced Rate (Child/Student)	1.90	2.00	1.90	2.00	1.90	2.00
Reduced Rate (Adult/Senior)	3.81	4.00	3.81	4.00	3.81	4.00
Oceanside Place Additional Admission categories:						
Family w/ Skate Rental	15.61	16.39	16.08	16.88	16.56	17.39
Child / Student Skate Rental	1.44	1.51	1.48	1.56	1.53	1.60
Adult / Senior Skate Rental	2.86	3.00	2.95	3.09	3.03	3.19
Skate Sharpening (price incl. PST)	5.28	5.91	5.44	6.09	5.60	6.27
Membership Card Replacement Fee	5.52	5.80	5.69	5.97	5.86	6.15
ACTIVE LIVING CARDS						
Category	2016/17	2016/17	2017/18	2017/18	2018/19	2018/19
	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST
3 Month - Regular admission x twice wkly x 13 wks						
Child (4-12)	78.33	82.25	80.60	84.63	82.94	87.09
Student (13-18 or Valid Student Card)	104.54	109.77	107.64	113.02	110.76	116.30
Adult (19-59)	149.23	156.69	153.66	161.34	158.34	166.26
Senior (60-79)	116.68	122.51	120.12	126.13	123.76	129.95
Family	302.87	318.01	312.00	327.60	321.36	337.43
6 Month - Three month fee x 1.8						
Child (4-12)	141.01	148.06	145.08	152.33	149.29	156.75
Student (13-18 or Valid Student Card)	188.17	197.58	193.75	203.44	199.37	209.34
Adult (19-59)	268.61	282.04	276.59	290.42	285.01	299.26
Senior (60-79)	210.02	220.52	216.22	227.03	222.77	233.91
Family	545.16	572.42	561.60	589.68	578.45	607.37
12 Month - Six month fee x 1.5						
Child (4-12)	211.50	222.08	217.62	228.50	223.94	235.14
Student (13-18 or Valid Student Card)	282.26	296.37	290.63	305.16	299.06	314.01
Adult (19-59)	402.91	423.06	414.89	435.63	427.52	448.90
Senior (60-79)	315.03	330.78	324.33	340.55	334.16	350.87
Family	817.73	858.62	842.40	884.52	867.68	911.06
10X Active Passes Regular admission (x 9 -10) x10 for base rate.						
Child (4-12)	27.10	28.46	27.90	29.30	28.71	30.15
Student (13-18 or Valid Student Card)	36.20	38.01	37.26	39.12	38.34	40.26
Adult (19-59)	51.70	54.29	53.19	55.85	54.81	57.55
Senior (60-79)	40.40	42.42	41.58	43.66	42.84	44.98
Family	104.80	110.04	108.00	113.40	111.24	116.80
Child (4-12) w/skate rentals	40.10	42.11	41.22	43.28	42.48	44.60
Student (13-18) w/skate rentals	49.10	51.56	50.58	53.11	52.11	54.72
Adult (19-59) w/skate rentals	77.40	81.27	79.74	83.73	82.08	86.18
Senior (60-79) w/skate rentals	66.20	69.51	68.13	71.54	70.11	73.62
Family w/skate rentals	140.50	147.53	144.72	151.96	149.04	156.49
Child/Student skate rentals	13.00	13.65	13.32	13.99	13.77	14.46
Adult/Senior skate rentals	25.70	26.99	26.55	27.88	27.27	28.63
Skate Sharpening (price incl. PST)	47.50	53.20	48.96	54.84	50.40	56.45
OCEANSIDE PLACE RENTALS						
Category	2015/16	2015/16	2017/18	2017/18	2018/19	2018/19
	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST
<small>Note: Commercial Events Daily Rate = hourly rate x 10 or 15% of gross revenue. Portable floor cost = staff cost for install, cleaning and removal. Non Profit events will be charged applicable hourly rate as defined by demographic of group and time of day.</small>						
Tournament Rates						
Minor Tournament	74.20	77.91	76.43	80.25	78.72	82.65
Adult Tournament	124.37	130.59	128.10	134.51	131.94	138.54
Senior Tournament	121.13	127.19	124.76	131.00	128.51	134.93
Commercial Events Prime - No Maximum	171.22	179.78	176.36	185.17	181.65	190.73
Commercial Events Non Prime - No Maximum	145.88	153.17	150.26	157.77	154.76	162.50
Winter Rates (September 1 - March 31)						
Minor Prime	85.72	90.01	88.29	92.71	90.94	95.49
Minor Non Prime	75.62	79.40	77.89	81.78	80.23	84.24
Adult Prime	163.71	171.90	168.62	177.05	173.68	182.36
Adult Non Prime	131.86	138.45	135.82	142.61	139.89	146.88
Senior Prime	156.67	164.50	161.37	169.44	166.21	174.52
Senior Non Prime	122.30	128.42	125.97	132.27	129.75	136.24
Hockey / Skating Schools	161.36	169.43	166.20	174.51	171.19	179.75
Commercial Events Prime - Maximum of 10 hrs	255.50	268.28	263.17	276.32	271.06	284.61
Commercial Events Non Prime - Maximum of 10 hrs	201.69	211.77	207.74	218.13	213.97	224.67
Set Up / Tear Down	75.62	79.40	77.89	81.78	80.23	84.24
Shoulder Season Rates (April 1 - August 31)						
Minor Prime	73.58	77.26	75.79	79.58	78.06	81.96
Minor Non Prime	63.04	66.19	64.93	68.18	66.88	70.22
Adult Prime	135.84	142.63	139.92	146.91	144.11	151.32
Adult Non Prime	110.99	116.54	114.32	120.04	117.75	123.64
Senior Prime	131.87	138.46	135.83	142.62	139.90	146.90
Senior Non Prime	106.89	112.23	110.10	115.60	113.40	119.07
Hockey / Skating Schools	117.55	123.43	121.08	127.13	124.71	130.94
Commercial Events Prime - Maximum of 10 hrs	233.07	244.72	240.06	252.07	247.26	259.63
Commercial Events Non Prime - Maximum of 10 hrs	133.17	139.83	137.17	144.02	141.28	148.34
Set Up / Tear Down	63.04	66.19	64.93	68.18	66.88	70.22

District 69 Arena Services Fees and Charges Bylaw No. 1704 Schedule A						
OCEANSIDE PLACE RENTALS						
Category	2015/16	2015/16	2017/18	2017/18	2018/19	2018/19
	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST
Dry Floor						
Minor prime	51.71	54.30	53.26	55.92	54.86	57.60
Minor Non Prime	45.25	47.51	46.61	48.94	48.01	50.41
Adult Prime	71.11	74.67	73.24	76.91	75.44	79.21
Adult Non Prime	58.18	61.09	59.93	62.92	61.72	64.81
Senior Prime	71.11	74.67	73.24	76.91	75.44	79.21
Senior Non Prime	53.27	55.93	54.87	57.61	56.51	59.34
Hockey / Skating Schools	79.89	83.88	82.29	86.40	84.76	88.99
Commercial Events Prime - Maximum of 10 hours	233.07	244.72	240.06	252.07	247.26	259.63
Commercial Events Non Prime - Maximum of 10 hours	133.17	139.83	137.17	144.02	141.28	148.34
Set Up / Tear Down	46.61	48.94	48.01	50.41	49.45	51.92
Other Amenities						
The Pond (Leisure Ice)						
Ice In Prime	50.62	53.15	52.14	54.75	53.70	56.39
Ice In Non Prime	43.39	45.56	44.69	46.93	46.03	48.33
Ice In in conjunction with full sheet	21.68	22.76	22.33	23.45	23.00	24.15
Ice Out Prime	36.14	37.95	37.22	39.09	38.34	40.26
Ice Out Non Prime	28.91	30.36	29.78	31.27	30.67	32.20
Ice Out In Conjunction with full sheet	21.68	22.76	22.33	23.45	23.00	24.15
Multipurpose Room						
Full Room	39.96	41.96	41.16	43.22	42.39	44.51
Half Room	19.98	20.98	20.58	21.61	21.20	22.26
Commercial Full Room	46.61	48.94	48.01	50.41	49.45	51.92
Commercial Half Room	26.63	27.96	27.43	28.80	28.25	29.66
Full Room w/ Ice/Floor Rental	26.63	27.96	27.43	28.80	28.25	29.66
Half Room w/ Ice/Floor Rental	13.32	13.99	13.72	14.41	14.13	14.84
Day Rate (Full Room)	235.02	246.77	242.07	254.17	249.33	261.80
Day Rate (Half Room)	117.49	123.36	121.01	127.07	124.65	130.88
Meeting Room						
Meeting Room	6.35	6.67	6.54	6.87	6.74	7.07
Meeting Room w/ Ice / Floor rental	6.35	6.67	6.54	6.87	6.74	7.07
OCEANSIDE PLACE RENTALS						
Category	2015/16	2015/16	2017/18	2017/18	2018/19	2018/19
	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST	Base Rate	inc. 5% GST
Facility Rental Packages						
Winter Wonderland Ice Rentals						
Under 50 people - 1 hour	183.18	192.34	188.68	198.11	194.34	204.05
50 -100 people - 1 hour	237.49	249.36	244.61	256.85	251.95	264.55
100-200 people - 1 hour	291.78	306.37	300.53	315.56	309.55	325.03
Under 50 people - 1.5 hours	225.64	236.92	232.41	244.03	239.38	251.35
50 -100 people - 1.5 hours	279.94	293.94	288.34	302.76	296.99	311.84
100-200 people - 1.5 hours	334.23	350.94	344.26	361.47	354.58	372.31
Under 50 people - 2 hours	290.11	304.62	298.81	313.75	307.78	323.17
50 -100 people - 2 hours	344.41	361.63	354.74	372.48	365.38	383.65
100-200 people - 2 hours	398.70	418.64	410.66	431.19	422.98	444.13
Private Ice Rentals - The Pond						
Up to 30 people - 1 hour	94.62	99.35	97.46	102.33	100.38	105.40
Up to 30 people - 1.5 hours	119.91	125.91	123.51	129.68	127.21	133.57
Up to 30 people - 2 hours	167.24	175.60	172.26	180.87	177.42	186.30
Private Ice Rentals - HMA / VKA - Winter						
Under 75 people - 1 hour	128.89	135.33	132.76	139.39	136.74	143.58
Under 75 people - 1.5 hours	171.35	179.92	176.49	185.32	181.79	190.87
Under 75 people - 2 hours	235.80	247.59	242.87	255.02	250.16	262.67
						0.00
75-200 people - 1 hour	172.88	181.52	178.07	186.97	183.41	192.58
75-200 people - 1.5 hours	215.33	226.10	221.79	232.88	228.44	239.87
75-200 people - 2 hours	301.81	316.90	310.86	326.41	320.19	336.20
Private Ice Rentals - HMA / VKA - Shoulder						
Under 75 people - 1 hour	117.57	123.45	121.10	127.15	124.73	130.97
Under 75 people - 1.5 hours	154.37	162.09	159.00	166.95	163.77	171.96
Under 75 people - 2 hours	213.18	223.84	219.58	230.55	226.16	237.47
75-200 people - 1 hour	161.56	169.64	166.41	174.73	171.40	179.97
75-200 people - 1.5 hours	198.34	208.26	204.29	214.50	210.42	220.94
75-200 people - 2 hours	279.17	293.13	287.55	301.92	296.17	310.98

APPENDIX II - BYLAW 1705.01 and Schedule A

District 69 Aquatic Services

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1705.01

**A BYLAW TO AMEND THE FEES AND CHARGES FOR
DISTRICT 69 AQUATIC SERVICES**

WHEREAS the Regional District of Nanaimo established aquatic services user fees and charges pursuant to Bylaw No. 1705 cited as “District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014”;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to revise the fees and charges to be effective September 1, 2016;

NOW THEREFORE the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as “District 69 Aquatic Services Fees and Charges Amendment Bylaw No. 1705.01, 2016”.

2. Amendment

“District 69 Aquatic Services Fees and Charges Bylaw No. 1705, 2014” is amended as follows:

By deleting Schedule ‘A’ and replacing it with Schedule ‘A’ attached to and forming part of this bylaw.

3. Effective Date

The effective date of this bylaw is September 1, 2016.

Introduced and read three times this xx day of xxx, 2016.

Adopted this xx day of xxx, 2016.

CHAIRPERSON

CORPORATE OFFICER

Schedule 'A' to accompany "District 69
Aquatic Services Fees and Charges
Amendment Bylaw No. 1705.01, 2016".

Chairperson

Corporate Officer

SCHEDULE 'A'

District 69 Aquatic Services Fees and Charges Bylaw No. 1705 Schedule A						
RAVENSONG AQUATIC CENTRE RENTALS						
ADMISSIONS						
Category	2016/17 Base Rate	2016/17 Total inc. 5%	2017/18 Base Rate	2017/18 inc. 5% GST	2018/19 Base Rate	2018/19 inc. 5% GST
Tot (0-3)	Free	Free	Free	Free	Free	Free
Child (4-12)	3.01	3.16	3.10	3.26	3.19	3.35
Student (13-18 or Valid Student Card)	4.02	4.22	4.14	4.35	4.26	4.48
Adult (19-59)	5.74	6.03	5.91	6.21	6.09	6.39
Senior (60-79)	4.49	4.71	4.62	4.86	4.76	5.00
Golden (80+)	Free	Free	Free	Free	Free	Free
Family	11.65	12.23	12.00	12.60	12.36	12.98
Reduced Rate (Child/Student)	1.90	2.00	1.90	2.00	1.90	2.00
Reduced Rate (Adult/Senior)	3.81	4.00	3.81	4.00	3.81	4.00
Oceanside Place Additional Admission categories:						
Family w/ Skate Rental	15.61	16.39	16.08	16.88	16.56	17.39
Child / Student Skate Rental	1.44	1.51	1.48	1.56	1.53	1.60
Adult / Senior Skate Rental	2.86	3.00	2.95	3.09	3.03	3.19
Skate Sharpening (price incl. PST)	5.28	5.91	5.44	6.09	5.60	6.27
Membership Card Replacement Fee	5.52	5.80	5.69	5.97	5.86	6.15
ACTIVE LIVING CARDS						
Category	2016/17 Base Rate	2016/17 inc. 5% GST	2017/18 Base Rate	2017/18 inc. 5% GST	2018/19 Base Rate	2018/19 inc. 5% GST
3 Month - Regular admission x twice wkly x 13 wks						
Child (4-12)	78.33	82.25	80.60	84.63	82.94	87.09
Student (13-18 or Valid Student Card)	104.54	109.77	107.64	113.02	110.76	116.30
Adult (19-59)	149.23	156.69	153.66	161.34	158.34	166.26
Senior (60-79)	116.68	122.51	120.12	126.13	123.76	129.95
Family	302.87	318.01	312.00	327.60	321.36	337.43
6 Month - Three month fee x 1.8						
Child (4-12)	141.01	148.06	145.08	152.33	149.29	156.75
Student (13-18 or Valid Student Card)	188.17	197.58	193.75	203.44	199.37	209.34
Adult (19-59)	268.61	282.04	276.59	290.42	285.01	299.26
Senior (60-79)	210.02	220.52	216.22	227.03	222.77	233.91
Family	545.16	572.42	561.60	589.68	578.45	607.37
12 Month - Six month fee x 1.5						
Child (4-12)	211.50	222.08	217.62	228.50	223.94	235.14
Student (13-18 or Valid Student Card)	282.26	296.37	290.63	305.16	299.06	314.01
Adult (19-59)	402.91	423.06	411.89	435.63	427.52	448.90
Senior (60-79)	315.03	330.78	324.33	340.55	334.16	350.87
Family	817.73	858.62	842.40	884.52	867.68	911.06
10X Active Passes Regular admission (x 9 -10) x10 for base rate.						
Child (4-12)	27.10	28.46	27.90	29.30	28.71	30.15
Student (13-18 or Valid Student Card)	36.20	38.01	37.26	39.12	38.34	40.26
Adult (19-59)	51.70	54.29	53.19	55.85	54.81	57.55
Senior (60-79)	40.40	42.42	41.58	43.66	42.84	44.98
Family	104.80	110.04	108.00	113.40	111.24	116.80
Commercial						
Main Pool	213.75	224.44	220.16	231.17	226.77	238.11
Whirl-Leisure Pool	106.89	112.23	110.10	115.60	113.40	119.07
Per Lane	33.92	35.62	34.94	36.68	35.99	37.79
Pool All	343.10	360.26	353.39	371.06	363.99	382.19
Guards						
Additional Guard per 1 hour session	40.49	42.51	41.70	43.79	42.96	45.10
Private Swim Instruction						
Individual						
Up to 4 lessons @ 30 minutes each	27.18	28.54	28.00	29.40	28.84	30.28
5 or more Lessons @ 30 minutes each	24.82	26.06	25.56	26.84	26.33	27.65
Group (up to max. 4 people)						
Up to 4 lessons @ 30 minutes each - 2 person charge	39.41	41.38	40.59	42.62	41.81	43.90
additional person charge	13.76	14.45	14.17	14.88	14.60	15.33
Physiotherapy Rates per client						
Private Plan (BC MSP or direct payment)	8.87	9.31	9.14	9.59	9.41	9.88
Group Plan (ICBC, WCB, RCMP, etc.)	11.33	11.90	11.67	12.25	12.02	12.62



RDN REPORT	
CAO APPROVAL <i>/Nes</i>	
EAP	
COW	
JUN 16 2016	
RHD	
BOARD	<input checked="" type="checkbox"/>

STAFF REPORT

TO: Paul Thompson
Manager, Long Range Planning

DATE: June 9, 2016

FROM: Kristy Marks
Planner

MEETING: Board - June 28, 2016

FILE: 0360 20 AAPAP

SUBJECT: Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402 and Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016 – Adoption Report

RECOMMENDATIONS

1. That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016" be adopted.
2. That "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016" be adopted.

PURPOSE

To consider "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016" and "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016" for adoption (see Attachments 1 and 2).

BACKGROUND

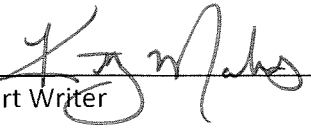
Amendment Bylaws 500.402 and 1285.26 were introduced and given first and second reading on March 22, 2016. This was followed by two Public Hearings held on April 25 and 28, 2016. Staff identified a minor change to Amendment Bylaw 500.402 required to clarify the setbacks for household poultry on parcels greater than 1000 m² in area and the amendment bylaws were given third reading on May 24, 2016. Following third reading, the amendment bylaws were referred to the Ministry of Transportation and Infrastructure (MOTI) and received MOTI approval on May 31, 2016.

ALTERNATIVES

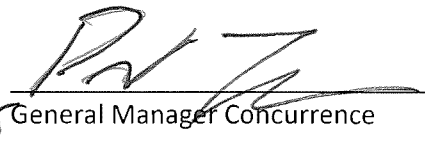
1. To adopt "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016" and "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016"
2. To not adopt "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016" and "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016".

SUMMARY/CONCLUSIONS

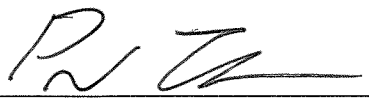
Amendment Bylaws No. 500.402 and 1285.26 received third reading on May 24, 2016 and were approved by the MOTI on May 31, 2016. Therefore, the Bylaws may now be considered by the Board for adoption.



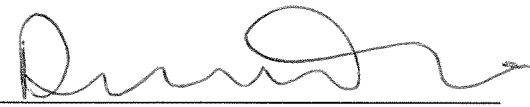
Report Writer



for General Manager Concurrence



Manager Concurrence



CAO Concurrence

Attachment 1
Proposed Amendment Bylaw No. 500.402, 2016

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 500.402**

**A Bylaw to Amend Regional District of Nanaimo
Land Use and Subdivision Bylaw No. 500, 1987**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016”.
- B. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:
1. Under **PART 2, INTERPRETATION, DEFINITIONS** by deleting and replacing the following definitions in alphabetical order:

“agriculture means a use providing for the growing, rearing, producing and harvesting of agricultural products, and includes the growing of crops; fruit and berry production; growing trees and shrubs; housing livestock, poultry, fur-bearing animals, bees; animal feeding and holding areas; storage of crops; and the processing and sale of the primary agricultural products harvested, reared or produced on that farm, including the rough sawing of logs, but excludes animal care, and the following uses on lands that are not in the Agricultural Land Reserve: fur farm, mushroom farm, intensive swine operation, feedlot and medical marihuana production and specifically excludes horse boarding stable on land located within the Resource Management (RM3) and Rural 5 (RU5) zones;

aquaculture means the cultivation, rearing and harvesting of aquatic organisms on land or in the water, but specifically excludes seafood processing except on land located in the Agricultural Land Reserve;

feedlot means a fenced area where livestock, poultry, or farmed game are confined solely for the purpose of growing or finishing, and are sustained by means other than grazing;

livestock means cattle, horses, sheep, goats, swine, and similar farmed or fur bearing animals.

structure means anything that is constructed or erected, and includes swimming pool, mobile home space, camping space and major improvements accessory to the principal use of land, but specifically excludes landscaping, paving improvements and signs under 1.0 m in height, retaining walls under 1.0 m in height that retain less than 1.0 m of earth, fences under 2.0 m in height and transparent fencing or transparent vertical extensions greater than 2.0 m in height where the fence is required for agriculture or farm use;”

2. Under **PART 2, INTERPRETATION, DEFINITIONS** by adding the following definitions in alphabetical order:

“agriculture education and research means the use of land, buildings, or structures dedicated to researching, promoting, and teaching methods of agriculture and farming in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, but specifically excludes schools under the *School Act*;

confined livestock area means an outdoor area where livestock, poultry, or farmed game are confined by fences, other structures or topography, and includes paddocks, corrals, exercise yards, and holding areas, but does not include a grazing area;

farm means an occupation or use, for farm purposes, of one or several parcels of land or tenured areas of Crown land;

farm operation means farm operation as defined in the *Farm Practices Protection (Right to Farm) Act* and may include but is not limited to activities such as growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals; aquaculture; and processing or direct farm marketing of products in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*;

farm use means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by and in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, and includes but is not limited to activities such as farm retail sales; storing, packing, preparing and processing farm products; a winery or cidery; and agri-tourism activities and includes farm operation;

grazing area means a pasture or rangeland where livestock, poultry or farmed game are primarily sustained by direct consumption of feed growing in the area and does not include a confined livestock area or feedlot;

household livestock means livestock animals kept by a household, which are used or the products of which are used primarily and directly by the household and not for sale or profit;

household poultry means domesticated hens or ducks kept by a household, which are used or the products of which are used primarily and directly by the household and not for sale or profit;

poultry means domesticated birds kept for eggs, meat, feathers, hide, or cosmetic or medicinal purposes, and includes broilers, Cornish hens, layers, breeding stock, replacement pullets, roasters, ducks, geese, turkeys, game birds, and ratites;

production of biological integrated pest management products means the use of land, buildings, or structures for the production and development of biological products such as beneficial predatory insects, parasites, pathogens, and weed-feeders to be used in biological integrated pest management programs in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*;

temporary sawmill means a building or structure or area where timber is cut or sawed and at least 50% of the volume of timber supplied is from the farm or parcel on which the sawmill is located and operates during normal daylight hours producing less than 60 m³ of lumber daily;”

3. Under **PART 3 LAND USE REGULATIONS, Section 3.1 Zones** by adding the following zoning classification and corresponding short title after Agriculture 1 (AG1):

“Agriculture 2 (AG2)”

4. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by deleting Subsection 5 Keeping of Animals and replacing it with the following:

“5) Keeping of Animals

- a) In all zones where agriculture or farm use is not a permitted use, the keeping of animals shall be deemed to be an accessory use and shall be limited to:

- i) on parcels less than 1000 m² in size the keeping of animals is restricted to pets and household poultry in accordance with Subsection 5b;
- ii) on parcels 1000 m² or greater in size, the keeping of animals is restricted to household animals and pets;
- iii) on parcels 1.0 ha or greater in size, the keeping of pets, household animals, and household livestock is permitted.

- b) The keeping of household poultry on parcels less than 1000 m² is subject to the following regulations:

- i) must be accessory to the residential use of the parcel;
- ii) a maximum of 5 hens or ducks are permitted per parcel;
- iii) no roosters, cockerels, or peacocks, and the like may be kept on the parcel;
- iv) a minimum enclosure of 0.37 m² (4 ft²) per hen or duck must be provided;
- v) any building or structure containing household poultry, whether portable or stationary, must:
 - a. meet the minimum setback requirements of the applicable zone and in no case shall be sited within 2.0 m of any lot line;
 - b. not be located within the front yard or exterior side yard;
 - c. have a maximum floor area of 10 m² and a maximum height of 3.0 m.”

5. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by deleting Subsection 10 (a) Agricultural Buildings and replacing it with the following:

“a) Agriculture and Farm Buildings, Structures and Uses

The following minimum setback requirements shall apply to all agriculture or farm buildings, structures and uses.

Use(s)	Setback from all lot lines
1) The following shall apply to all agriculture or farm buildings, structures, and uses	
I. Outdoor uncovered horse riding rings and exercise yards where no feeding of animals occurs	0 m
II. Buildings and structures 10 m ² or less that house any livestock or poultry (except household poultry on parcels less than 1000 m ² in area), game, or other furbearing farm animals	8.0 m
III. Indoor horse riding rings where no feeding or housing of animals occurs.	8.0 m
IV. Buildings and structures 50 m ² or less that house any livestock, poultry, game, or other furbearing farm animals. V. Confined Livestock Area	15.0 m
VI. Buildings and structures more than 50 m ² that house any livestock, poultry, game, or other furbearing farm animals. VII. Feedlot VIII. Indoor riding rings where feeding or housing of animals occurs IX. Mushroom Barn X. Temporary Sawmill XI. Buildings, structures, and lands used for: a. the storage of agricultural liquid or solid waste b. On-farm composting c. Compost storage	30.0 m
XII. Medical Marihuana Production Facilities - All buildings and structures except: a. the setback shall be 60.0 m from all lot lines adjacent to non-ALR residential uses and; b. the setback shall be 150.0 m from any parcel that contains a park or school	30.0 m
XIII. All other agricultural buildings and structures	8.0 m

2) The following watercourse setbacks shall apply to all agriculture or farm buildings, structures and uses:

- I. All buildings and structures that house any livestock or poultry (except household poultry) or store manure and all areas used for a feedlot shall be a minimum of 30 m from a domestic well, spring, or the natural boundary of a watercourse.
- II. All other agriculture or farm buildings and structures shall be sited in accordance with Sections 3.3.8 and 3.3.9 "

6. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by adding the following new subsection after 3.3.10 Setbacks – Buildings and Structures and renumbering all subsequent subsections accordingly:

“11) Stormwater Management for Farm Use

Where the total impervious area of agriculture or farm buildings and structures exceeds 3,700 square metres or covers more than 25% of a parcel or contiguous parcels a stormwater management plan is required.”

7. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by deleting Subsection 11) Height a), replacing it with the following, and renumbering all subsequent sections:

- “a) Chimney stacks, mast aeries, church spires, flag poles, water tanks, observation and transmission towers, and mechanical devices necessary for the operation of a building.
- b) Principal agricultural or farm buildings or structures.”

8. Under **PART 3 LAND USE REGULATIONS, Section 3.3 Subsection 13 Home Based Business** by deleting Subsections b, f and h) iii) and replacing them with the following:

“b) xxviii) automotive repairs, vehicle restoration or maintenance except on parcels zoned Agriculture 1 and 2 (AG1-AG2) and Rural 1 to 4 (RU1-RU4) and Rural 6 to 9 (RU6-RU9) and Resource Management 1 to 5 (RM1-RM5) and Resource Management 7 to 9 (RM7-RM9)

f) Despite subsection e), a maximum of two non-resident home based business employees are permitted per parcel in all Residential 2 (RS2) zones, in Agriculture 1 and 2 (AG1 – AG2) zones, Rural 1 to 4 (RU1-RU4), Rural 6 to 9 (RU6-RU9) zones, Resource Management 1 to 5 (RM1-5) and Resource Management 7 to 9 (RM7-RM9) zones.

h) iii) On Agriculture 1 and 2 (AG1 – AG2), Rural 1 to 4 (RU1-RU4) and Rural 6 to 9 (RU6-RU9) parcels and Resource Management 1 to 5 (RM1-RM5) and Resource Management 6 to 9 (RM6-RM9) parcels, the home based business floor area must not exceed 49% of the combined total floor area of the dwelling unit and attached garage to a maximum of 150 m² or a maximum of 150 m² combined total floor area for the dwelling unit, attached garage, and/or accessory building(s).”

9. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by deleting subsection 14 and moving it under Subsection 10 Setbacks – Buildings and Structures as follows and renumbering all subsequent subsections:

“c) Highway No. 19

For Electoral Area ‘G’ only, the minimum required setback for all buildings and structures adjacent to the Vancouver Island Highway No. 19 shall be the minimum setbacks prescribed in each zone or 15.0 metres, whichever is greater.”

10. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by deleting Subsection 16 Agri-tourism Accommodation and replacing it with the following:

“16) Accessory Farm Use Regulations

a) Agriculture Education and Research

Where agriculture education and research is permitted in this bylaw it shall be subject to the following regulations:

i) the area occupied by any buildings or structures necessary for education or research must not exceed 100 m² for each parcel.

b) Production of Biological Integrated Pest Management Products

Where the production of biological integrated pest management products is permitted in this bylaw it shall be subject to the following regulations:

i) the area occupied by any buildings or structures necessary for the production or development must not exceed 300 m² for each parcel.

c) Agri-tourism Accommodation

i) As per Section 3 of the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, on parcels within the Agricultural Land Reserve and where agri-tourism accommodation is a permitted accessory use, the following general provisions apply:

- a. Agri-tourism accommodation use must be for rental only;
- b. Agri-tourism accommodation is permitted only on land classified as ‘farm’ under the *BC Assessment Act*;
- c. Four agri-tourism accommodation sleeping units shall be permitted on any parcel and one additional sleeping unit shall be permitted per hectare on parcels greater than or equal to 1.0 ha up to a maximum of ten (10) sleeping units per farm or parcel;
- d. When calculating the total number of agri-tourism accommodation sleeping units all forms of tourist accommodation, including a bed and breakfast, shall be included;

- e. The total developed area for an agri-tourism accommodation use, including buildings, landscaping, driveways and parking shall occupy less than five percent (5%) of the total parcel area, in accordance with the *Agricultural Land Commission Act*.
- ii) An agri-tourism accommodation campground must be developed in accordance with the following regulations:
 - a. Every campsite shall be unpaved and not exceed 150 m² in area;
 - b. Washroom and drinking water facilities shall be provided for in accordance with Island Health's regulations and/or provincial regulations;
 - c. A maximum consecutive or non-consecutive stay of ninety (90) calendar days per visitor within any twelve (12) month period within any campsite on the parcel. The relocation of recreational vehicle (RVs) or campers to other sites within the parcel does not constitute the start of a new stay.
 - iii) An agri-tourism accommodation cabin must be developed in accordance with the following regulations:
 - a. The maximum gross floor area of an agri-tourism accommodation cabin shall not exceed 50 m²;
 - b. Washroom and drinking water facilities shall be provided for in accordance with Island Health's regulations and/or provincial regulations;
 - c. A maximum of one kitchen facility shall be permitted within each agri-tourism accommodation cabin;
 - d. A maximum consecutive or non-consecutive stay of ninety (90) days per visitor in any twelve (12) month period within any cabin on the parcel. The relocation of a visitor to another cabin within the parcel does not constitute the start of a new stay;
 - e. One (1) parking space per agri-tourism accommodation cabin is required."
11. Under **PART 3 LAND USE REGULATIONS, Section 3.3 General Regulations** by adding the following new Sections after Section 3.3.16 and renumbering Section 3.3.17 Secondary Suites to 3.3.19.

17) "Temporary Use Permits for Farmers' Markets

In accordance with the *Local Government Act*, the RDN may support temporary use permits for farmers markets on any parcel within the area covered by this bylaw.

The following conditions and criteria will be included in the RDN's consideration of such applications depending on the nature of the application being considered.

- a) Where the land is in the ALR, approval from the Provincial Agricultural Land Commission is required.
- b) The RDN may specify conditions of approval including, but not limited to, environmental protection measures, hours of operation, buffering between adjacent uses, parking, and

groundwater protection and may require the posting of a bond or other applicable security to ensure compliance with the conditions of the permit.

- c) The RDN will consider the impact on local road networks and on-site parking.
- d) The RDN may consider any other condition or criteria as deemed necessary by the RDN.”

18) Pet Breeding or Boarding Facilities

The establishment of a facility for breeding or boarding pets on ALR land is not permitted unless by a rezoning of land, except where permitted in this bylaw. The use, if approved, shall be subject to the following specific requirements as well as all other applicable provisions of this bylaw:

- a) Must be located on parcels which are 2.0 ha or larger,
- b) All structures and areas utilized in association with the breeding or boarding facility shall be sited a minimum of 30.0 metres from all property lines.”

12. Under **PART 3 LAND USE REGULATIONS, Section 3.3, Subsection 17 Secondary Suites** by amending a) to include the AG1 zone classification.

13. Under **PART 3 LAND USE REGULATIONS, Section 3.4 Regulations for Each Zone in the** by replacing the existing text with the following:

“Detailed regulations respecting each zone can be found in Section 3.4”

14. Under **PART 3 LAND USE REGULATIONS, Section 3.4 Regulations for Each Zone** in the RM1, RM2, RM3, RM4, RM5, RM7, RM8, RM9, RU1, RU2, RU3, RU4, RU5, RU6, RU7, RU8, RU9 zones by deleting the clause “Buildings and structures for housing livestock or storing manure – All lot Lines 30.0 m” from the Minimum Setback Requirements and replacing it with the following:

“All agriculture or farm buildings, structures and uses – in accordance with Section 3.3.10”

15. By deleting Section 3.4.1 (AG1) and replacing it with Schedule ‘1’ which is attached to and forms part of this Bylaw.

16. By adding Section 3.4.2 (AG2) as shown on Schedule ‘2’ which is attached to and forms part of this Bylaw.

C. The “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987”, is hereby amended as follows:

1. Under **PART 3 LAND USE REGULATIONS, Schedule ‘3A’ Zoning Maps**, by rezoning the lands shown on the attached Schedule ‘3’ as follows:

from Rural 1, Rural 2, Rural 4, Rural 5, Rural 6, Rural 7, or Rural 9 to Agriculture 1.

2. Under **PART 3 LAND USE REGULATIONS, Schedule '3A' Zoning Maps**, by rezoning the lands shown on the attached Schedule '3' as follows:

from Resource Management 1, Resource Management 3, Resource Management 5, or Resource Management 9 to Agriculture 2.

3. By rezoning the lands shown on the attached Schedule '4' and legally described as

Section 15, Range 7, Cranberry District, Except that part
Lying to the East of Plan 1748 RW

from Rural 4 (RU4), Subdivision District 'D' to Agriculture 1 (AG1), Subdivision District 'D'

4. By rezoning the lands shown on the attached Schedule '4' and legally described as

Section 14, Range 7, Cranberry District

from Residential 2 (RS2), Subdivision District 'F' to Agriculture 1 (AG1), Subdivision District 'D',
from Rural 4 (RU4), Subdivision District 'D' to Residential 2 (RS2), Subdivision District 'F', and
from Rural 4 (RU4), Subdivision District 'D' to Agriculture 1 (AG1), Subdivision District 'D'

5. By rezoning the lands shown on the attached Schedule '5' and legally described as

Lot G, District Lots 81 and 126, Nanoose District, Plan 49145
Except Part in Plans VIP53112 and VIP70880

from Recreation 1 (RC1), Subdivision District 'Z' to Rural 1, (RU1) Subdivision District 'F', from
Rural 1 (RU1), Subdivision District 'F' to Agriculture 1, Subdivision District 'B' and from
Recreation 1 (RC1), Subdivision District 'Z' to Agriculture 1 (AG1), Subdivision District 'B'

6. By rezoning the lands shown on the attached Schedule '5' and legally described as

Lot A, District Lots 29, 81, 83 and 126, Nanoose District, Plan 49145,
Except Parts in Plans VIP51714, VIP52613, VIP76030, and VIP76051

from Rural 1 (RU1), Subdivision District 'F' to Recreation 1 (RC1), Subdivision District 'Z'

7. By rezoning the lands shown on the attached Schedule '6' and legally described as

Section 7, Range 7, Cranberry District, Except the Right of Way of the
Esquimalt and Nanaimo Railway Company, and Except Parts in
Plans 28926, 40145, 3590RW and 1140RW

from Rural 4 (RU4), Subdivision District 'D' to Agriculture 1 (AG1), Subdivision District 'D' and
from Rural 4 (RU4), Subdivision District 'B' to Agriculture 1 (AG1), Subdivision District 'D'

Introduced and read two times this 22nd day of March, 2016.

Public Hearing held this 25th day of April, 2016.

Read a third time, as amended, this 24th day of May, 2016.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this 31st day of May, 2016.

Adopted this ___ day of _____ 20XX.

Chairperson

Corporate Officer

Chairperson

Corporate Officer

AGRICULTURE 1

AG1

3.4.1.1 Permitted Uses and Minimum Site Area

Permitted Principal Uses

- a) Farm Use – on lands located in the Agricultural Land Reserve
- b) Agriculture – on lands not located in the Agricultural Land Reserve
- c) Residential Use

Permitted Accessory Residential Uses

- a) Home Based Business
- b) Secondary Suite

Permitted Accessory Farm Uses

- a) Temporary Sawmill
- b) Agricultural Education and Research
- c) Agri-tourism Accommodation
- d) Production of Biological Integrated Pest Management Products

3.4.1.2 Maximum Number and Size of Buildings and Structures

- 1) Accessory residential buildings combined floor area of 400 m²
- 2) Dwelling units/parcel
 - a) on a parcel having an area of 2.0 ha or less 1
 - For Electoral Areas 'A', 'C', 'E', and 'H'**
 - b) on a parcel having an area greater than 2.0 ha 2
 - For Electoral Area 'G'**
 - c) on a parcel having an area equal to or greater than twice the minimum parcel size as established by Schedule '4B Subdivision District – Minimum Parcel Sizes' 2
 - d) Notwithstanding subsection (c), on a parcel located in this zone and created prior to February 22, 2011 and having an area greater than 2.0 ha. 2
- 3) Height (non-farm and accessory farm buildings and structures) 9.0 m

AGRICULTURE 1 continued

- 4) Parcel coverage
 - a) Non-farm buildings and structures 10%
 - b) Farm or agriculture buildings and structures 25%
 - c) Greenhouses 75%
 - d) In no case shall the combined parcel coverage exceed 75%.
 - e) Notwithstanding a), b), c) and d) above or any other regulation in this Bylaw, the following agricultural structures shall be exempt from maximum parcel coverage:
 - i) Permeable detention ponds
 - ii) Support structures used for shading, frost and wind protection, netting, or trellising.
-

3.4.1.3 Minimum Setback Requirements

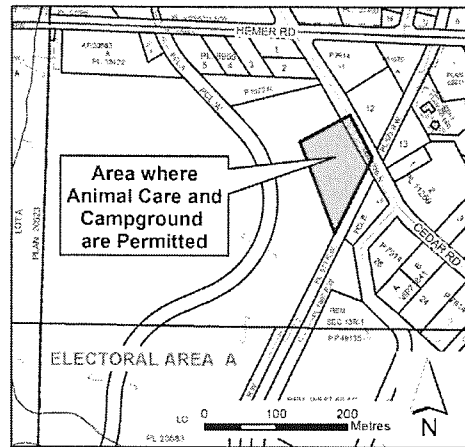
- 1) All non-farm buildings and structures – All lot lines 8.0 m
except where:
 - a) the parcel is less than 4000 m² in area then the setback from lot lines may be reduced to 2.0 m from an interior side lot line and to 5.0 m from other lot lines, excluding the front lot line;
 - b) any part of a parcel is adjacent to or contains a watercourse or the sea then the regulations in Sections 3.3.8 and 3.3.9 shall apply.
 - 2) All farm or agriculture buildings, structures and uses – in accordance with Section 3.3.10.
-

3.4.1.4 Other Regulations

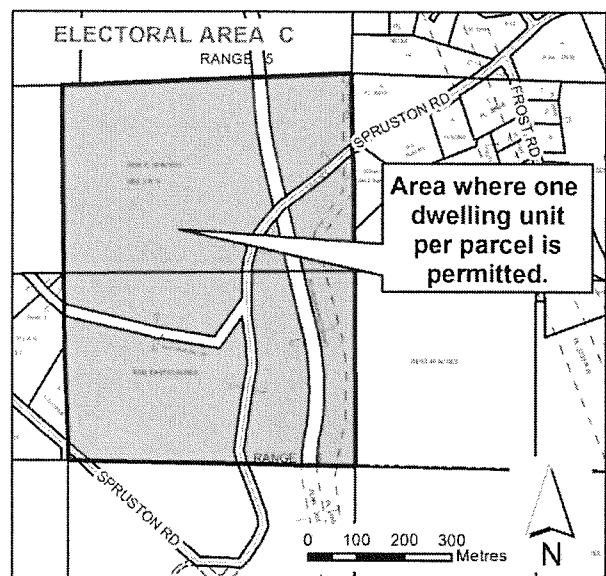
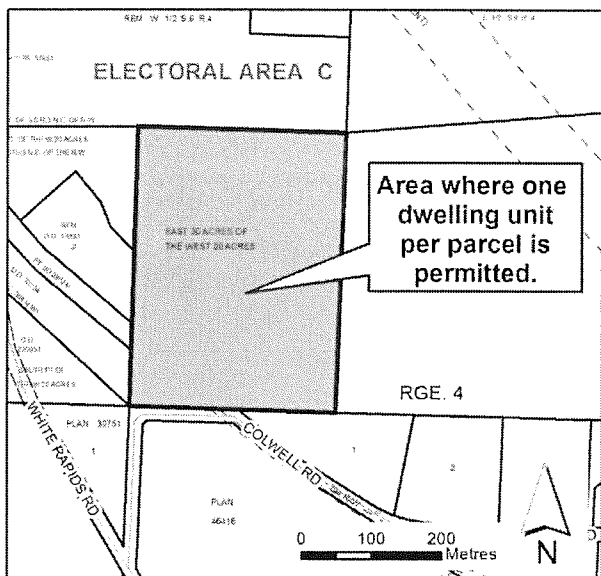
- 1) For any part of a parcel in the Agricultural Land Reserve, 'Farm Use' shall be a permitted principal use and for any part of a parcel not located in the Agricultural Land Reserve, 'Agriculture' shall be a permitted principal use.
- 2) Accessory Farm uses are only permitted on that part of a parcel that is within the Agricultural Land Reserve.
- 3) Specific 'Farm' and 'Permitted' uses as defined in the ***Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*** shall be developed in accordance with Section 3.3.15 and 3.3.16 of this Bylaw.
- 4) Despite any regulation in this Bylaw, land established as "Agricultural Land Reserve" pursuant to the ***Agricultural Land Commission Act*** is subject to the ***Agricultural Land Commission Act*** and ***Regulations***, and applicable orders of the Land Reserve Commission.

AGRICULTURE 1 continued

- 5) Animal Care and Campground shall be permitted in the shaded area outlined in bold in the map below.



- 6) Notwithstanding Section 3.4.1.2 Dwelling units/parcel the maximum number of dwelling units permitted in the shaded areas outlined in bold in the maps below shall be limited to one dwelling unit per parcel.



Chairperson

Corporate Officer

Schedule 2

AGRICULTURE 2

AG2

3.4.2.1 Permitted Uses and Minimum Site Area

Permitted Principal Uses

Required Site Area:

- | | |
|--|--------|
| a) Farm Use – on lands located in the Agricultural Land Reserve | n/a |
| b) Agriculture – on lands not located in the Agricultural Land Reserve | n/a |
| c) Residential Use | n/a |
| d) Extraction Use | 2.0 ha |
| e) Log Storage and Sorting Yard | 1.0 ha |
| f) Primary Processing | 5.0 ha |

Permitted Accessory Residential Uses

- a) Home Based Business

Permitted Accessory Farm Uses

- a) Temporary Sawmill
- b) Agricultural Education and Research
- c) Agri-tourism Accommodation
- d) Production of Biological Integrated Pest Management Products

3.4.2.2 Maximum Number and Size of Buildings and Structures

- | | |
|--|---|
| 1) Accessory residential buildings | combined floor area of 400 m ² |
| 2) Dwelling units/parcel | |
| a) on a parcel having an area of 8.0 ha or less | 1 |
| <i>For Electoral Areas 'A', 'C', 'E', and 'H'</i> | |
| b) on a parcel having an area of 8.0 ha or more | 2 |
| <i>For Electoral Area 'G' only</i> | |
| c) on a parcel having an area equal to or greater than twice the minimum parcel size as established by Schedule '4B Subdivision District – Minimum Parcel Sizes' | 2 |

AGRICULTURE 2 continued

- d) Notwithstanding subsection (c), on a parcel located in this zone and created prior to February 22, 2011 and having an area greater than 8.0 ha 2
- 3) Height (non-farm and accessory farm buildings and structures) 9.0 m
- 4) Parcel coverage
 - a) Non-farm or non-agricultural buildings and structures 10%
 - b) Farm or agriculture buildings and structures 25%
 - c) Greenhouses 75%
 - d) In no case shall the combined parcel coverage exceed 75%
 - e) Notwithstanding a), b), c) and d) above or any other regulation in this Bylaw, the following agricultural structures shall be exempt from maximum parcel coverage:
 - i) Permeable detention ponds
 - ii) Support structures used for shading, frost and wind protection, netting, or trellising.

3.4.2.3 Minimum Setback Requirements

- 1) All residential and non-farm buildings and structures:
 - a) All residential buildings and structures – All lot lines 8.0 m
 - b) All other non-farm buildings and structures – All lot lines 20.0 m
 - c) Except where any part of a parcel is adjacent to or contains a watercourse or the sea then the regulations in Sections 3.3.8 and 3.3.9 shall apply
- 2) All farm or agriculture buildings, structures and uses – in accordance with Section 3.3.10.

3.4.2.4 Other Regulations

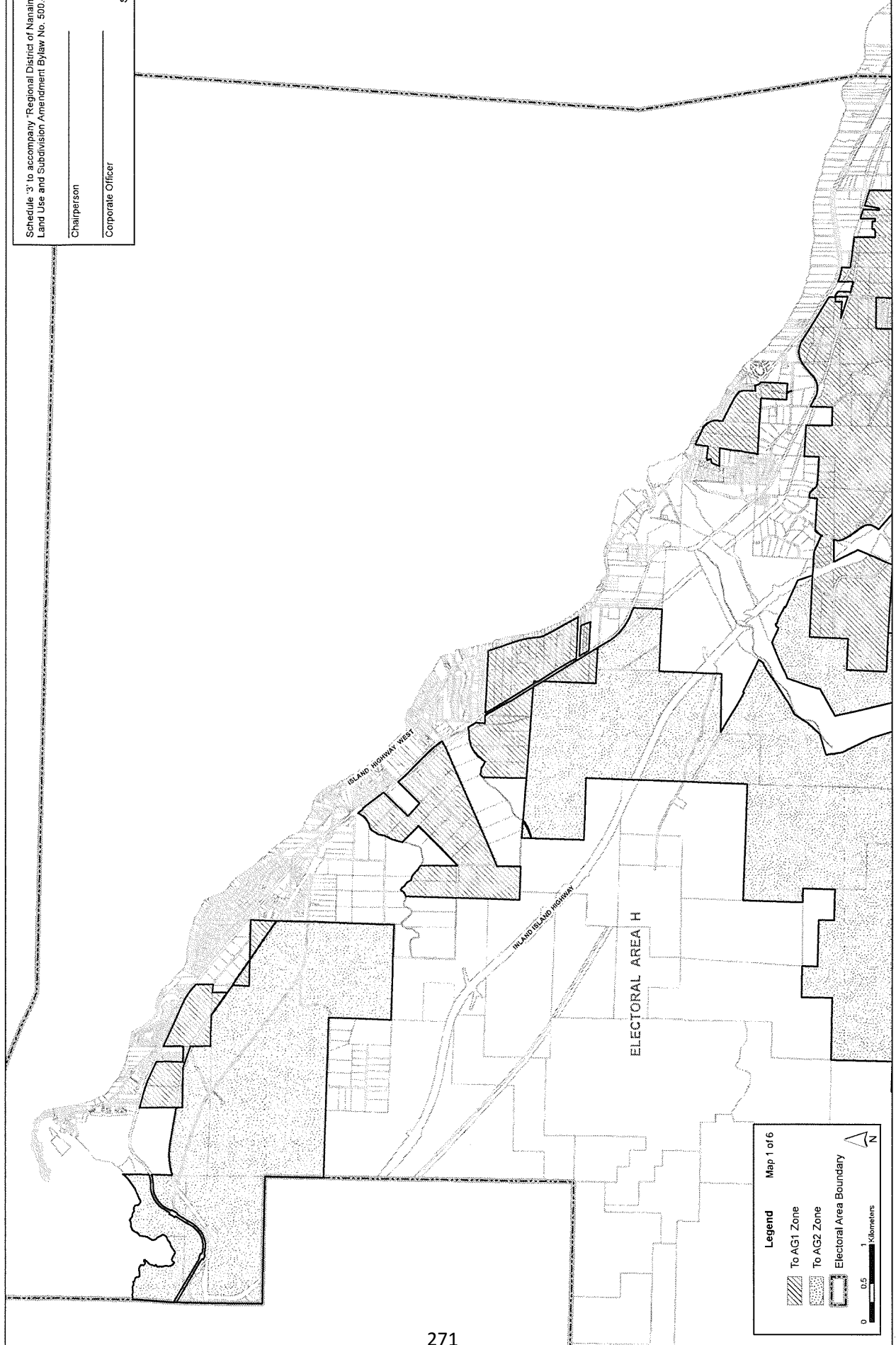
- 1) For any part of a parcel in the Agricultural Land Reserve, 'Farm Use' shall be a permitted principal use and for any part of a parcel not located in the Agricultural Land Reserve, 'Agriculture' shall be a permitted principal use.
- 2) Accessory Farm uses are only permitted on that part of a parcel that is within the Agricultural Land Reserve.
- 3) Specific 'Farm' and 'Permitted' uses as defined in the ***Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*** shall be developed in accordance with Section 3.3.15 and 3.3.16 of this Bylaw.
- 4) Despite any regulation in this Bylaw, land established as "Agricultural Land Reserve" pursuant to the ***Agricultural Land Commission Act*** is subject to the ***Agricultural Land Commission Act*** and ***Regulations***, and applicable orders of the Land Reserve Commission.

Schedule '3' to accompany "Regional District of Nanaimo
Land Use and Subdivision Amendment Bylaw No. 500.402, 2016".

Chairperson

Corporate Officer

Sheet 1 of 6

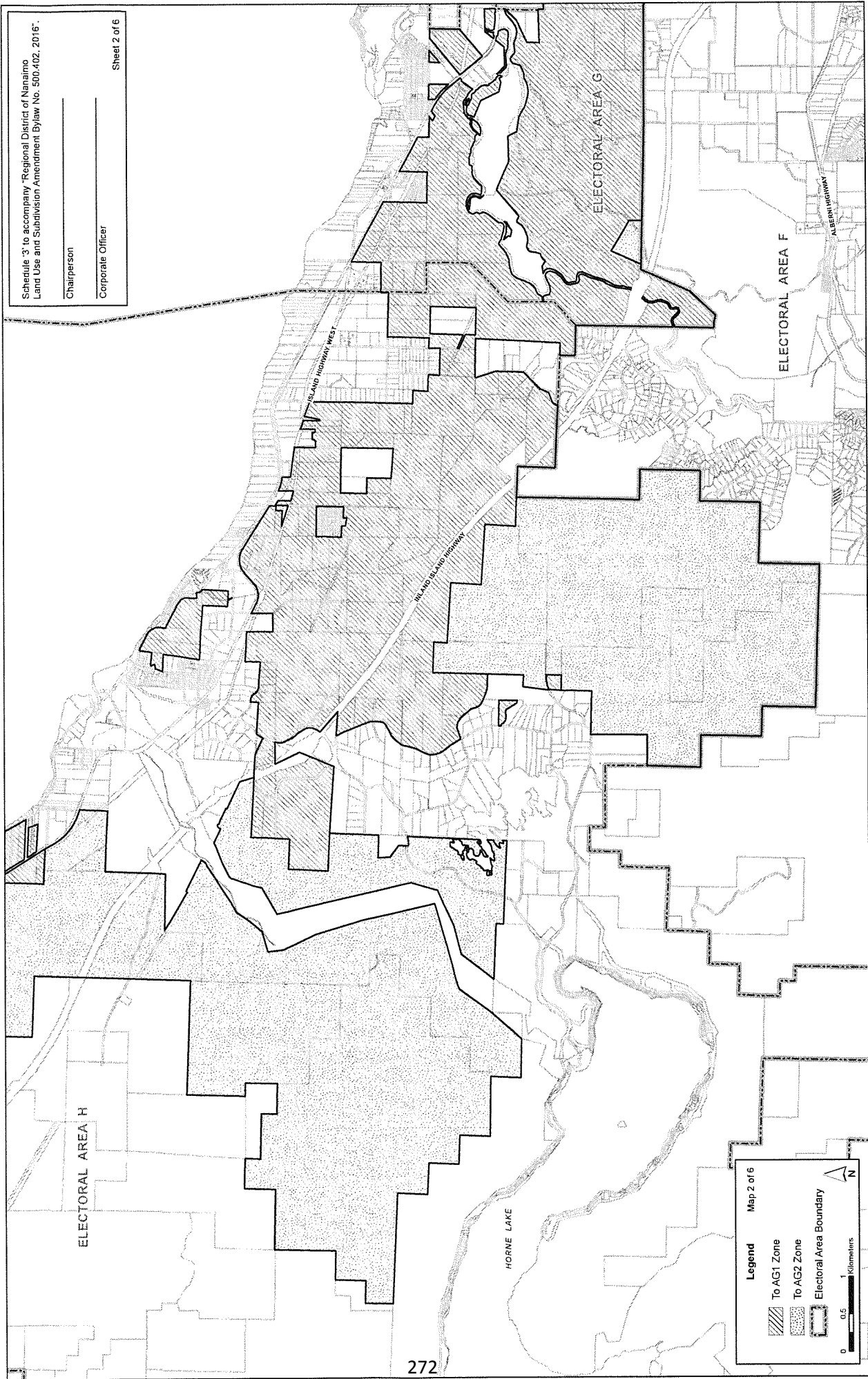


Schedule 3 to accompany Regional District of Nanaimo
Land Use and Subdivision Amendment Bylaw No. 500.402, 2016

Chairperson

Corporate Officer

Sheet 2 of 6



Legend Map 2 of 6

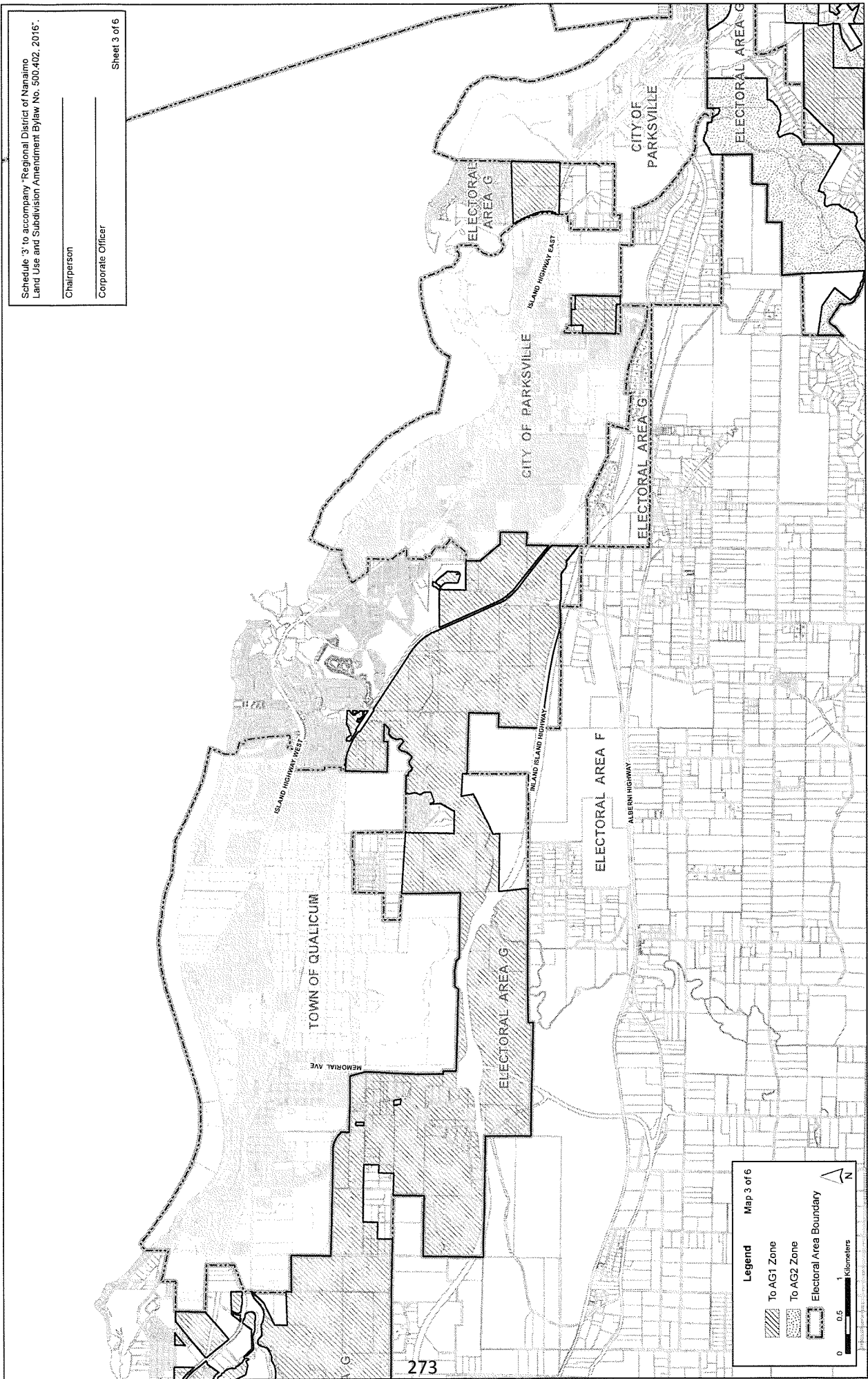
- To AG1 Zone
- To AG2 Zone
- Electoral Area Boundary

0 0.5 1 Kilometers

N

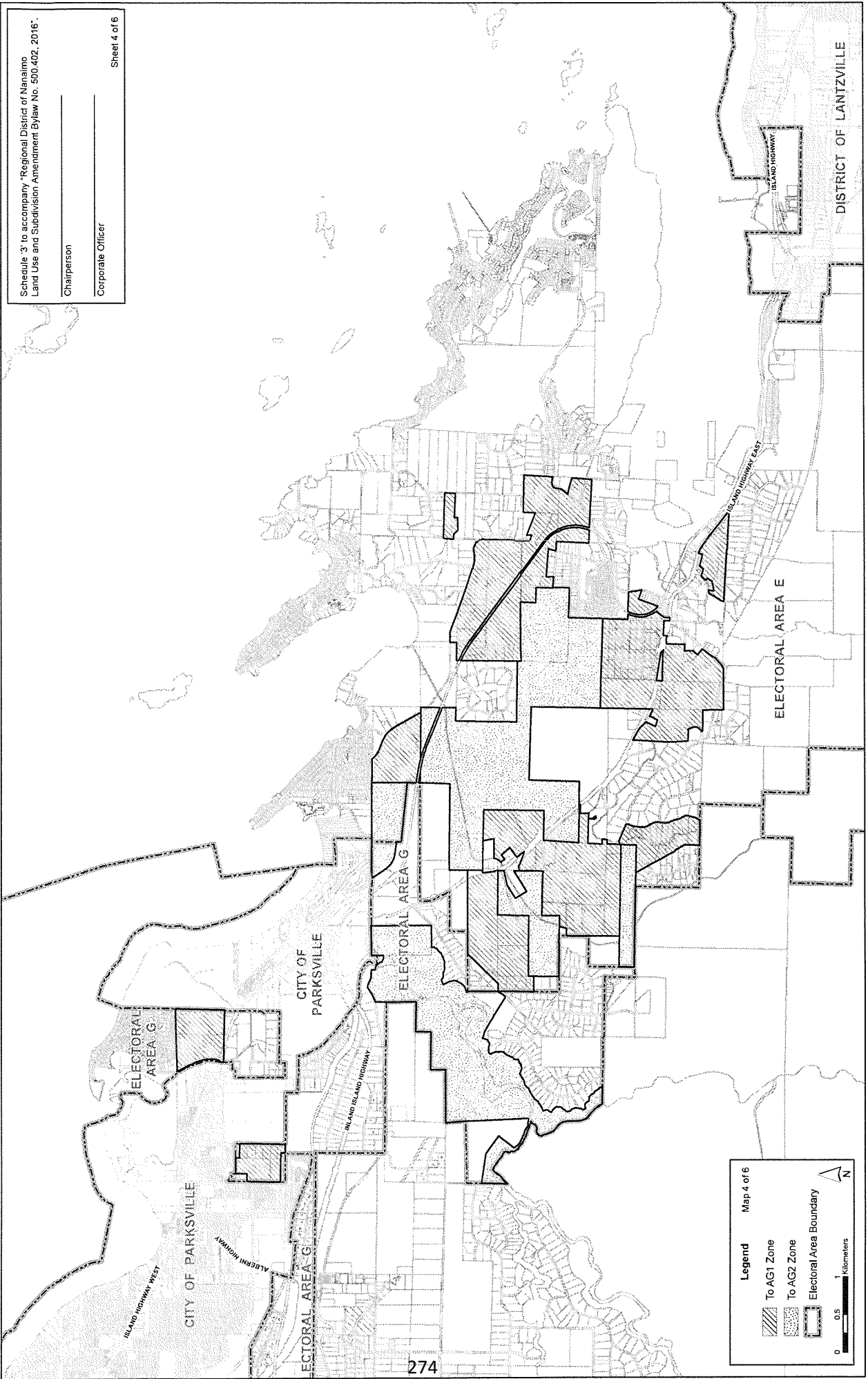
Chairperson

Corporate Officer



Chairperson

Corporate Officer



Legend Map 4 of 6

- To AG1 Zone
- To AG2 Zone
- Electoral Area Boundary

0 0.5 1 kilometers

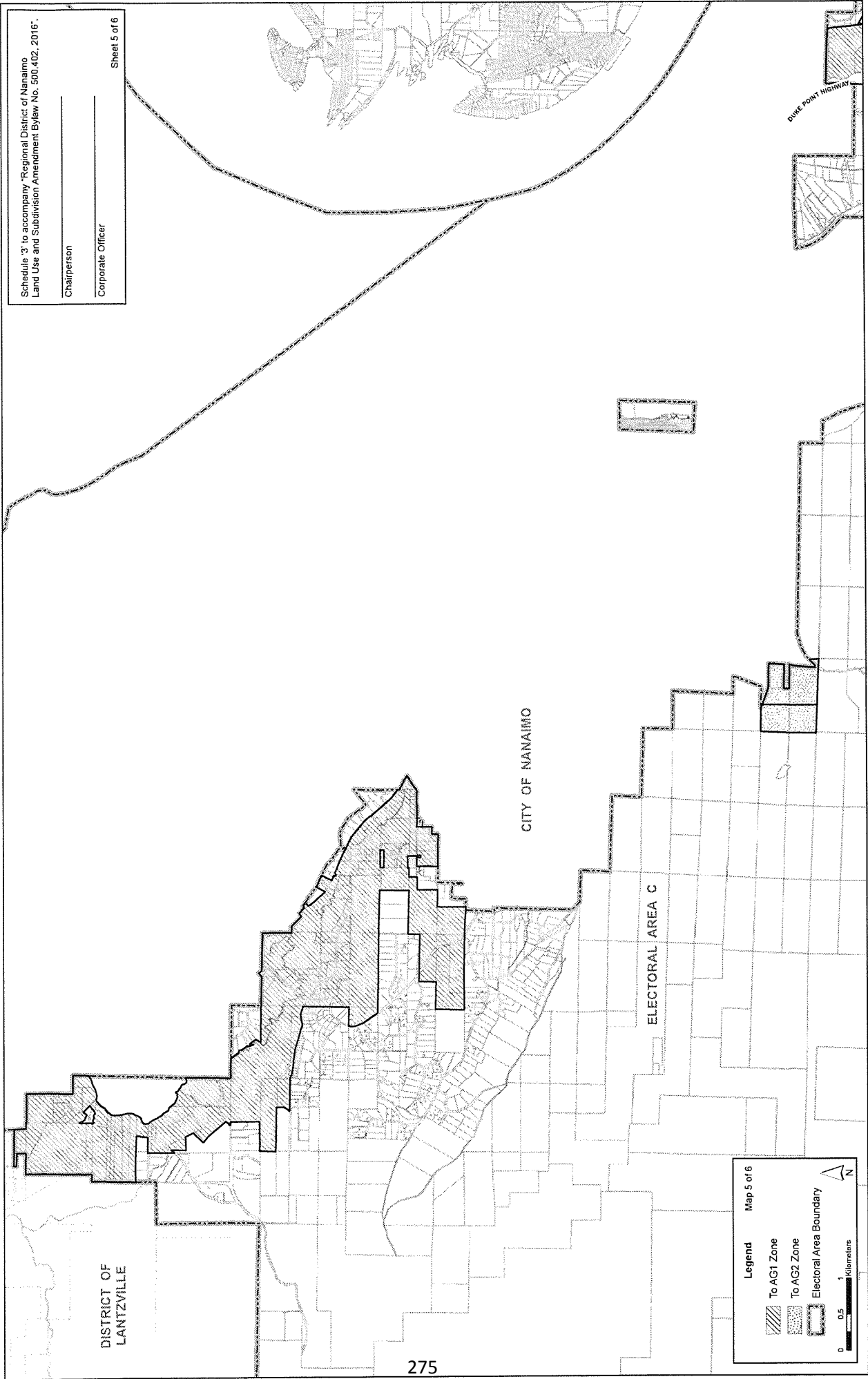
N

Schedule '3' to accompany Regional District of Nanaimo
Land Use and Subdivision Amendment Bylaw No. 500.002, 2016.

Chairperson

Corporate Officer

Sheet 5 of 6



DISTRICT OF
LANTZVILLE

CITY OF NANAIMO

ELECTORAL AREA C

DUKE POINT HIGHWAY

Legend Map 5 of 6

- To AG1 Zone
- To AG2 Zone
- Electoral Area Boundary

0 0.5 1 kilometers

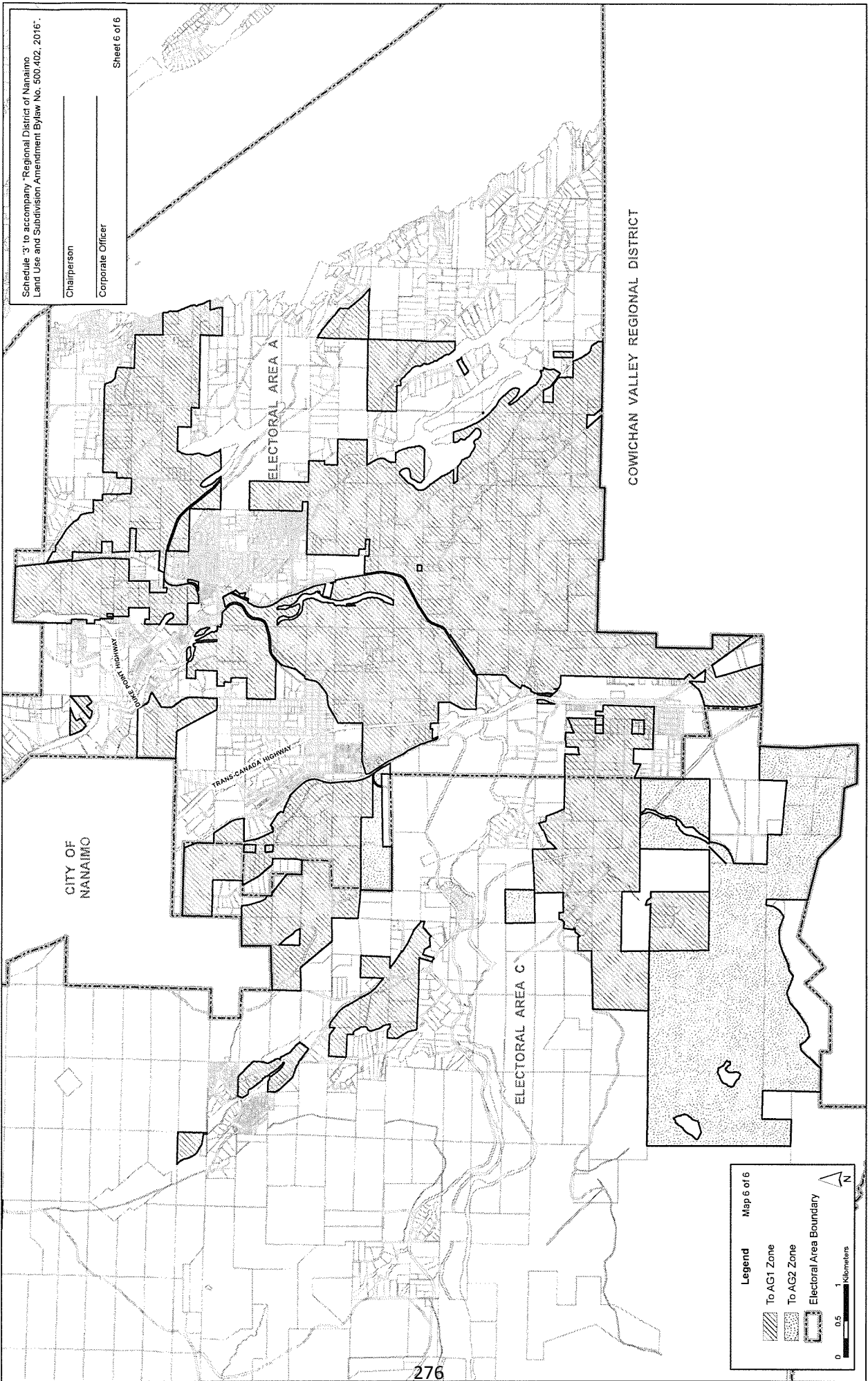
N

Schedule '3' to accompany "Regional District of Nanaimo
Land Use and Subdivision Amendment Bylaw No. 500.402, 2016".

Chairperson

Corporate Officer

Sheet 6 of 6



COWICHAN VALLEY REGIONAL DISTRICT

CITY OF NANAIMO

ELECTORAL AREA A

ELECTORAL AREA C

Legend Map 6 of 6

- To AG1 Zone
- To AG2 Zone
- Electoral Area Boundary

0 0.5 1 Kilometers

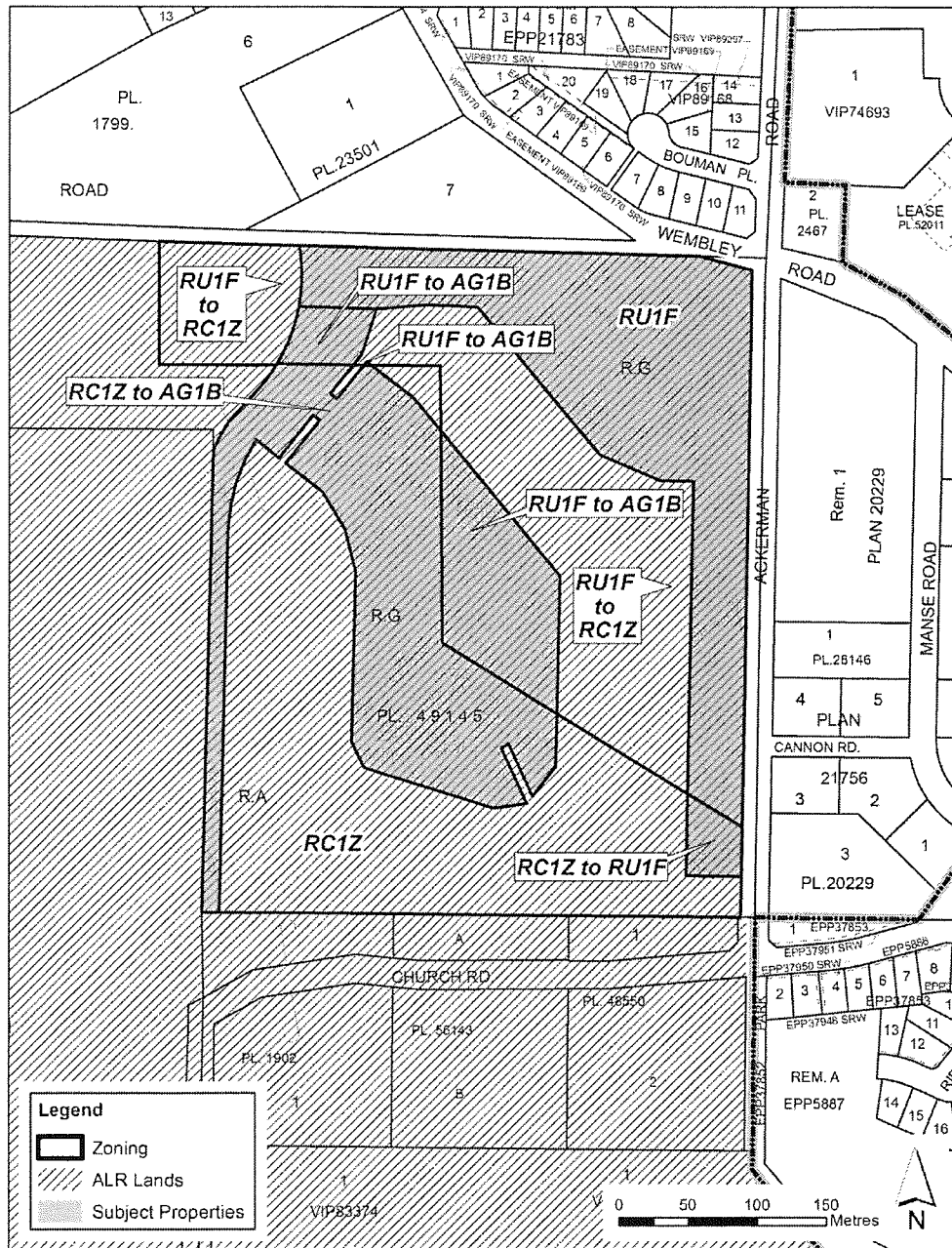
N

Schedule '5' to accompany "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.402, 2016".

Chairperson

Corporate Officer

Schedule '5'



Attachment 2
Proposed Amendment Bylaw No. 1285.26, 2016

**REGIONAL DISTRICT OF NANAIMO
BYLAW NO. 1285.26**

**A Bylaw to Amend Regional District of Nanaimo
Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002**

The Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

- A. This Bylaw may be cited as "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Amendment Bylaw No. 1285.26, 2016".
- B. The "Regional District of Nanaimo Electoral Area 'F' Zoning and Subdivision Bylaw No. 1285, 2002", is hereby amended as follows:
 1. Under **SECTION 2 GENERAL REGULATIONS**, Subsection 2.4 Prohibited Uses by deleting subsections g, r, and s and replacing them with the following:
 - "g) slaughtering of livestock, food processing, and the processing of seafood except in the A-1 zone conducted as a farm use in accordance with the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation;
 - r) agri-tourism accommodation except in the A-1 zone;
 - s) the production, storage, and application of Class A compost in compliance with the Organic Matter Recycling Regulation, B.C. Reg. 18/2002 except in the A-1 zone when conducted as a farm use in accordance with the Agricultural Land Reserve Use, Subdivision, and Procedure Regulation;"
 2. Under **SECTION 2 GENERAL REGULATIONS**, Subsection 2.5 Runoff Control Standards by inserting the following text under subsection 1:
 - "c) Lots zoned A-1 where the total impervious area of farm buildings and structures exceeds 3,700 square metres or covers more than 25% of a lot or contiguous lots.
 3. Under **SECTION 2 GENERAL REGULATIONS**, Subsection 2.9 Setbacks – Buildings and Structures by deleting the following subsection and re-lettering all subsequent subsections:
 - "d) All buildings and structures used for medical marihuana production on lands within the A-1 zone shall be setback a minimum of 30 metres from all lot lines."
 5. Under **SECTION 2 GENERAL REGULATIONS**, Subsection 2.9 Setbacks – Buildings and Structures by inserting the following new subsection after Small wind turbine systems:

“f) Agriculture and Farm Buildings, Structures and Uses

The following minimum setback requirements shall apply to all agriculture or farm buildings, structures and uses.

Use(s)	Setback from all lot lines
1) The following shall apply to all agriculture or farm buildings, structures, and uses	
I. Outdoor uncovered horse riding rings and exercise yards where no feeding of animals occurs	0 metres
II. Buildings and structures 10 m ² or less that house household animals	Front and Exterior side lot lines 4.5 metres All other lot lines 2.0 metres
III. Buildings and structures 10 m ² or less that house any livestock or poultry (except household animals), game, or other furbearing farm animals	8.0 metres
IV. Indoor horse riding rings where no feeding or housing of animals occurs	8.0 metres
V. Buildings and structures 50 m ² or less that house any livestock, poultry, game, or other furbearing farm animals VI. Buildings, structures or equipment used for a Temporary Sawmill VII. Confined Livestock Area	15.0 metres
VIII. Buildings and structures more than 50 m ² that house livestock, poultry, game, or other furbearing farm animals IX. Feedlot X. Indoor riding rings where feeding or housing of animals occurs XI. Mushroom Barn XII. Buildings, structures, and lands used for: a. the storage of agricultural liquid or solid waste b. On-farm composting c. Compost storage	30.0 metres

<p>XIII. Medical Marihuana Production Facilities in the A-1 zone – All buildings and structures except:</p> <ul style="list-style-type: none"> a. the setback shall be 60.0 metres from all lot lines adjacent to non-ALR residential uses and; b. the setback shall be 150.0 metres from any parcel that contains a park or school 	<p>30.0 metres</p>
<p>XIV. All other agricultural buildings and structures</p>	<p>Front and Exterior side lot lines 4.5 metres All other lot lines 2.0 metres</p>
<p>2) The following watercourse setbacks shall apply to all agriculture or farm buildings, structures and uses:</p> <ul style="list-style-type: none"> I. All buildings and structures that house any livestock or poultry (except household animals) or store manure and all areas used for a feedlot shall be a minimum of 30 metres from a domestic well, spring, or the natural boundary of a watercourse II. All other agriculture or farm buildings and structures shall be sited in accordance with Section 2.10” 	

6. Under **SECTION 2 GENERAL REGULATIONS**, by deleting Subsection 2.11, g) and replacing it with the following:

“g) fence under 2.5 metres in height, and transparent fencing or transparent vertical extensions greater than 2.5 metres in height where the fence is required for agriculture or farm use;”

7. Under **SECTION 2 GENERAL REGULATIONS**, by deleting Subsection 2.16 Keeping of Animals and replacing it with the following:

“2.16 Keeping of Animals

In all zones where Agriculture, Farm Use, or Kennel are not permitted uses, the keeping of animals shall be limited to:

- a) household animals in MHP zones;
- b) household animals on lots 4000 m² or less;
- c) household animals and household livestock at a density of 1 household livestock animal per 4000 m² on all lots greater than 4000 m².”

2. Production of Biological Integrated Pest Management Products

Where the production of biological integrated pest management products is permitted in this bylaw it shall be subject to the following regulations:

- a) the area occupied by any buildings or structures necessary for the production or development must not exceed 300 m² for each parcel.

3. Agri-Tourism Accommodation

As per Section 3 of the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, on parcels within the Agricultural Land Reserve and where agri-tourism accommodation is a permitted accessory use, the following general provisions apply:

- a) Agri-tourism accommodation use must be for rental only;
 - b) Agri-tourism accommodation is permitted only on land classified as 'farm' under the *BC Assessment Act*;
 - c) Four agri-tourism accommodation sleeping units shall be permitted on any parcel and one additional sleeping unit shall be permitted per hectare on parcels greater than or equal to 1.0 ha up to a maximum of ten (10) sleeping units per farm or parcel;
 - d) When calculating the total number of agri-tourism accommodation sleeping units all forms of tourist accommodation, including a bed and breakfast, shall be included;
 - e) The total developed area for an agri-tourism accommodation use, including buildings, landscaping, driveways and parking shall occupy less than five percent (5%) of the total parcel area, in accordance with the *Agricultural Land Commission Act*.
4. An agri-tourism accommodation campground must be developed in accordance with the following regulations:
- a) Every campsite shall be unpaved and not exceed 150 m² in area;
 - b) Washroom and drinking water facilities shall be provided for in accordance with Island Health's regulations and/or provincial regulations;
 - c) A maximum consecutive or non-consecutive stay of ninety (90) calendar days per visitor within any twelve (12) month period within any campsite on the parcel. The relocation of recreational vehicle (RVs) or campers to other sites within the parcel does not constitute the start of a new stay.
5. An agri-tourism accommodation cabin must be developed in accordance with the following regulations:

- a) The maximum gross floor area of an agri-tourism accommodation cabin shall not exceed 50 m²;
- b) Washroom and drinking water facilities shall be provided for in accordance with Island Health's regulations and/or provincial regulations;
- c) A maximum of one kitchen facility shall be permitted within each agri-tourism accommodation cabin;
- d) A maximum consecutive or non-consecutive stay of ninety (90) days per visitor in any twelve (12) month period within any cabin on the parcel. The relocation of a visitor to another cabin within the parcel does not constitute the start of a new stay;
- e) One (1) parking space per agri-tourism accommodation cabin is required.

2.21 Temporary Use Permits for Farmers' Market

In accordance with the *Local Government Act*, the RDN may support temporary use permits for farmers markets on any parcel within the area covered by this bylaw.

The following conditions and criteria will be included in the RDN's consideration of such applications depending on the nature of the application being considered.

- a) Where the land is in the ALR, approval from the Provincial Agricultural Land Commission is required.
- b) The RDN may specify conditions of approval including, but not limited to, environmental protection measures, hours of operation, buffering between adjacent uses, parking, and groundwater protection and may require the posting of a bond or other applicable security to ensure compliance with the conditions of the permit.
- c) The RDN will consider the impact on local road networks and on-site parking.
- d) The RDN may consider any other condition or criteria as deemed necessary by the RDN.

2.22 Kennel Facilities

The establishment of kennel facilities on ALR land is not permitted unless by a rezoning of land, except where permitted in this bylaw. The use, if approved, shall be subject to the following specific requirements as well as all other applicable provisions of this bylaw:

- a) Must be located on lots which are 2.0 ha or larger;
- b) All structures and areas utilized in association with the kennel facility shall be sited a minimum of 30.0 metres from all property lines."

10. Under **SECTION 4** replace all existing references to 'farm use' with 'agriculture', in the FR-1, R-4, A-1.14, C-3.15, R-1.7, R-1.16, R-2.5, R-2.17, R-2.48, and R-3.8 zones.
11. By deleting Section 4.1 A-1 (Agriculture 1) and replacing it with Schedule '1' which is attached to and forms part of this Bylaw.

12. Under **SECTION 4, 4.6 FR-1, 4.6.3 Regulations Table** by inserting the following after f), and re-lettering subsequent regulations:

g) Minimum Setback of all agricultural buildings, structures and uses	Refer to Section 2 – General Regulations
---	--

13. Under **SECTION 4, 4.6 FR-1, 4.6.3 Regulations Table** by deleting g) and replacing it with the following:

h) Minimum Setback of all buildings or structures for primary mineral processing from all watercourses	30 metres
--	-----------

14. Under **SECTION 4, 4.15A R-4, 4.15A.3 Regulations Table** by deleting g) and replacing it with the following:

g) Minimum Setback for all agricultural buildings, structures and uses	Refer to Section 2 – General Regulations
--	--

15. Under **SECTION 4, 4.39 CD-16, 4.39.3 Regulations Table** by deleting g) and replacing it with the following:

g) Minimum Setback of all agricultural buildings, structures and uses	Refer to Section 2 – General Regulations
---	--

16. Under **SECTION 5, DEFINITIONS** by deleting and replacing the following definitions in alphabetical order:

Farm Use means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, and includes but is not limited to activities such as farm retail sales; storing, packing, preparing and processing farm products; agri-tourism and a winery or cidery and includes farm operation;

Household Livestock means livestock kept by a household, which is used or the product of which is used primarily and directly by the household and not for sale or profit;

Livestock means cattle, horses, sheep, goats, swine and similar farmed or fur bearing animals;

Structure means anything constructed, erected or placed, the use of which requires location on the ground or water or attachment to something having location on the ground or water, and excludes retaining walls under 1 metre in height, underground sewage disposal facilities, vehicles, paving for vehicle parking, sidewalks, ground level patios and decks, fences under 2.5 metres in height, and transparent fencing or transparent vertical extensions greater than 2.5 metres in height where the fence is required for agriculture or farm use;

Temporary Sawmill means a building or structure or area where timber from the lot is cut or sawed on that lot, operating during normal daylight hours producing less than 60 m³ of lumber daily, except that where land is located in the Agricultural Land Reserve at least 50% of the volume of timber that is cut or sawed on that parcel is harvested from the farm or parcel on which the sawmill is located;”

17. Under **SECTION 5, DEFINITIONS** by adding the following new definitions in alphabetical order:

“Agriculture means a use providing for growing, rearing, producing and harvesting of agricultural products; boarding of livestock and poultry; and includes the storage and sale on an individual farm of the products harvested, reared or produced on that farm, the storage of farm machinery and implements used on that farm and includes temporary sawmill and excludes medical marihuana production;

Agriculture Education and Research means the use of land, buildings, or structures dedicated to researching, promoting, and teaching methods of agriculture and farming in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*, but specifically excludes schools under the *School Act*;

Agri-tourism means a temporary and seasonal tourist oriented activity or service accessory to an agricultural use that promotes or markets products grown, raised, or processed on land that is classified as a 'farm' under the *Assessment Act* and in accordance with the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*. Agri-tourism may include but is not limited to farm tours and demonstrations, farm related educational activities, and seasonal promotional events;

Agri-tourism Accommodation means the provision of temporary and seasonal accommodation accessory to an agricultural use for the travelling public within an agri-tourism accommodation sleeping unit on land that is classified as farm under the *Assessment Act*;

Agri-tourism Accommodation Sleeping Unit means a bedroom or other area used as a bedroom for the purpose of agri-tourism accommodation within an agri-tourism accommodation cabin, a tent or recreational vehicle in an agri-tourism accommodation campground or a bedroom within a dwelling unit;

Confined Livestock Area means an outdoor area where livestock, poultry, or farmed game are confined by fences, other structures or topography, and includes paddocks, corrals, exercise yards, and holding areas, but does not include a grazing area;

Farm means an occupation or use, for farm purposes, of one or several parcels of land or tenured areas of Crown land;

Farm Operation means farm operation as defined in the *Farm Practices Protection (Right to Farm) Act* and may include but is not limited to activities such as growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals; aquaculture; and processing or direct farm marketing of products in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*;

Farm Retail Sales means the sale to the public of products grown or raised on a farm, from that farm and may include the sale of non-farm products in accordance with the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*;

Feedlot means a fenced area where livestock, poultry, or farmed game are confined solely for the purpose of growing or finishing, and are sustained by means other than grazing;

Grazing Area means a pasture or rangeland where livestock, poultry or farmed game are primarily sustained by direct consumption of feed growing in the area and does not include a confined livestock area or feedlot;

Poultry means domesticated birds kept for eggs, meat, feathers, hide, or cosmetic or medicinal purposes, and includes broilers, Cornish hens, layers, breeding stock, replacement pullets, roasters, ducks, geese, turkeys, game birds, and ratites;

Production of Biological Integrated Pest Management Products means the use of land, buildings, or structures for the production and development of biological products such as beneficial predatory insects, parasites, pathogens, and weed-feeders to be used in biological integrated pest management programs in accordance with the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*;"

Introduced and read two times this 22nd day of March, 2016.

Public Hearing held this 28th day of April, 2016.

Read a third time this 24th day of May, 2016.

Approved by the Minister of Transportation and Infrastructure pursuant to the *Transportation Act* this 31st day of May, 2016.

Adopted this ___ day of _____ 20XX.

Chairperson

Corporate Officer

Chairperson

Corporate Officer

A-1 – AGRICULTURE 1

SECTION 4.1

4.1.1 Permitted Principal Uses

- a) Dwelling Unit
- b) Farm Use – on lands located in the Agricultural Land Reserve
- c) Agriculture – on lands not located in the Agricultural Land Reserve

4.1.2 Permitted Accessory Uses to the Dwelling Unit Use

- a) Accessory Buildings and Structures
- b) Home Based Business
- c) Secondary Suite¹

4.1.3 Permitted Accessory Farm Uses

- d) Agriculture Education and Research
- e) Temporary Sawmill
- f) Agri-tourism Accommodation
- g) Production of Biological Integrated Pest Management Products

4.1.4 Regulations Table

Category	Requirements	
a) Maximum Density	1 Dwelling Unit per hectare to a maximum of 2 per lot	
b) Minimum Lot Size	4 ha	
c) Minimum Lot Frontage	100 metres	
d) Maximum Lot Coverage	i. Non-farm buildings and structures	10%
	ii. Farm buildings and structures	25%
	iii. Greenhouses	75%
	iv. In no case shall the combined lot coverage exceed 75%.	
e) Maximum Building and Structure Height	10 metres	
f) Minimum Setback from	4.5 metres	
	i) Front and Exterior Side Lot Lines	2.0 metres
g) Minimum Setback for all farm buildings, structures and uses	Refer to Section 3 – General Regulations	
h) General Land Use Regulations	Refer to Section 3 – General Regulations	

¹ Bylaw No. 1285.19, adopted May 27, 2014

4.1.5 Regulations

- a) For any part of a parcel in the Agricultural Land Reserve, 'Farm Use' shall be a permitted principal use and for any part of a parcel not located in the Agricultural Land Reserve, 'Agriculture' shall be a permitted principle use.
- b) Accessory Farm uses are only permitted on that part of a parcel that is within the Agricultural Land Reserve.
- c) Specific 'Farm' and 'Permitted' uses as defined in the ***Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*** shall be developed in accordance with Section 2.19 and 2.20 of this Bylaw.
- d) Despite any regulation in this Bylaw, land established as "Agricultural Land Reserve" pursuant to the ***Agricultural Land Commission Act*** is subject to the ***Agricultural Land Commission Act*** and ***Regulations***, and applicable orders of the Agricultural Land Commission.

4.1.6 Additional A-1 Zones

Principal and accessory uses as set out in Section 4.23 (A-1.1 to A-1.28 inclusive) are permitted in addition to those uses permitted in the A-1 zone. ²

² Bylaw No. 1285.01, adopted April 13, 2004