

**REGIONAL DISTRICT OF NANAIMO**

**REGULAR BOARD MEETING**

**TUESDAY, JUNE 26 2012**

**7:00 PM**

*(RDN Board Chambers)*

**A G E N D A**

**PAGES**

- 1. CALL TO ORDER**
- 2. DELEGATIONS**
  - 10 **Ken Zakreski, Gabriola Radio Society, Re Current Status of CKGI 98.7 FM Gabriola Community Radio.**
- PRESENTATIONS**
  - Partnership Project with Sunyani Ghana – Update – Carey McIver.**
  - Sunyani Solid Waste Management Plan – Senyo Agbedra, Daniel Korkor.**
- 3. BOARD MINUTES**
  - 11-21 Minutes of the regular Board meeting held May 22, 2012.
- 4. BUSINESS ARISING FROM THE MINUTES**
- 5. COMMUNICATIONS/CORRESPONDENCE**
  - 22 **Rob Christopher, Nanaimo Search and Rescue, re RDN Support for Search and Rescue Operations.**
  - 23 **Helen Jordin, Allsave Mini Storage, re Amendment Bylaw No. 1285.17, 2012.**
  - 24-25 **Patty and Steve Biro, re Baynes Sound Investments Ltd. Proposed Development in Deep Bay.**
  - 26-27 **Patty Biro, re June 13 Rural Village Centres Study Open House and Workshop.**

6. UNFINISHED BUSINESS

BYLAWS

THIRD READING

28-33 **Amendment Bylaw No. 1285.17, 2012 - Zoning Amendment Application No. PL2009-040 – Keith Brown Associates Ltd. - Oceanside Storage Inc. – 1270 & 1274 Alberni Highway, Area 'F' (Electoral Area Directors Except EA 'B' – One Vote).**

1. *That the report of the public hearing held on May 29, 2012 regarding "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012" be received.*
2. *That "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012" be read a third time.*

34-39 **Amendment Bylaw No. 500.375, 2012 – Zoning Amendment Application No. PL2011-089 – Kitching – 3519 Hallberg Road, Area 'A' (Electoral Area Directors Except EA 'B' – One Vote).**

1. *That the report of the public hearing held on June 7, 2012 regarding "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012" be received.*
2. *That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012" be read a third time.*

ADOPTION

**Bylaw No. 1556.02 – Lantzville Inclusion in the Drinking Water Protection Funding (All Directors – One Vote).**

*That "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.02, 2012" be adopted.*

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

7.1 **ELECTORAL AREA PLANNING STANDING COMMITTEE**

40-41 Minutes of the Electoral Area Planning Committee meeting held Tuesday, June 12, 2012 (for information).

### **DEVELOPMENT PERMIT APPLICATIONS**

**Development Permit Application No. PL2012-061 – Robert & Norma Pain – 925 Mistaken Place, Area ‘G’** (Electoral Area Directors Except EA ‘B’ – One Vote).

**Delegations wishing to speak to Development Permit Application No. PL2012-061** (maximum speaking time 5 minutes).

*That Development Permit Application No. PL2012-061 to permit the construction of an addition (a sunroom) to the existing dwelling unit be approved subject to the conditions outlined in Schedules 1 to 3.*

### **DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS**

**Development Permit with Variance Application No. PL2012-028 – Ken Tanguay – 594 Wain Road, Area ‘G’** (Electoral Area Directors Except EA ‘B’ – One Vote).

**Delegations wishing to speak to Development Permit with Variance Application No. PL2012-028** (maximum speaking time 5 minutes).

*That Development Permit with Variance Application No. PL2012 – 028 to permit additions to the existing dwelling unit be approved subject to the conditions outlined in Schedules 1 to 5.*

**Development Permit with Variance Application No. PL2012-049 – McIntosh – 891 Fisherman Circle, Area ‘G’** (Electoral Area Directors Except EA ‘B’ – One Vote).

**Delegations wishing to speak to Development Permit with Variance Application No. PL2012-049** (maximum speaking time 5 minutes).

*That Development Permit with Variance Application No. PL2012-049 to permit the construction of an engineered rock retaining wall be approved subject to the conditions outlined in Schedule 1.*

### **OTHER**

**Request to Accept Cash in Lieu of Park Dedication – Ryvers & Son Home (Builders) Inc., 6620 Island Highway West and Adjacent Property to the North, Area ‘H’** (Electoral Area Directors Except EA ‘B’ – One Vote).

*That the request to pay 5% cash-in-lieu of park land dedication in conjunction with Subdivision Application No. PL2011-087 be accepted.*

## **7.2 COMMITTEE OF THE WHOLE STANDING COMMITTEE**

42-48 Minutes of the Committee of the Whole meeting held June 12, 2012 (for information).

## COMMUNICATIONS/CORRESPONDENCE

**Mike Squire, Arrowsmith Water / Englishman River Water Service, re Concerns about the Proposed Englishman River Water Intake.**

*That the correspondence from the Arrowsmith Water / Englishman River Water Service be received for information.*

## FINANCE AND INFORMATION SERVICES

### FINANCE

**Regional District of Nanaimo 2011 Annual Financial Report, Board & Committee Member Expenses and Remuneration and Statement of Financial Information (All Directors – One Vote).**

*That the 2011 Annual Financial Report, Statement of Board and Committee Members Expenses and Remuneration, and the Statement of Financial Information be received and approved as presented.*

**Nanaimo Regional Hospital District 2011 Audited Financial Statements (All Directors – One Vote).**

*That the 2011 audited financial statements of the Nanaimo Regional Hospital District be received and approved as presented.*

**Operating Results for the Period Ending April 30, 2012 (All Directors – One Vote).**

*That the summary report of financial results from operations to April 30th, 2012 be received for information.*

**Approval of Signing Authorities for General Banking and Investments (All Directors – One Vote).**

1. *That the signing authorities for general banking services and financial instruments reflect the following officer positions:*

<i>Chairperson</i>	<i>Joe Stanhope</i>
<i>Deputy Chairperson</i>	<i>Diane Brennan</i>
<i>Chief Administrative Officer</i>	<i>Carol Mason</i>
<i>Director of Finance</i>	<i>Wendy Idema</i>
<i>Manager, Accounting Services</i>	<i>Tiffany Moore</i>

2. *That the foregoing authorizations extend to accounts in the name of the Regional District of Nanaimo and the Nanaimo Regional Hospital District.*

**Implementation of Wireless Tablets for Elected Members (All Directors – One Vote).**

*That staff be authorized to purchase an appropriate iPad and software for elected member use.*

**STRATEGIC AND COMMUNITY DEVELOPMENT**

**BUILDING AND BYLAW SERVICES**

**1588 Rugg Rd., Area 'A' – Unsightly Premises (All Directors – One Vote).**

*Delegations wishing to speak to 1588 Rugg Rd., Area 'A' – Unsightly Premises (maximum speaking time – 5 minutes).*

*That the Board directs the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**1927 Woobank Rd., Area 'A' - Unsightly Premises (All Directors – One Vote).**

*Delegations wishing to speak to 1927 Woodbank Rd., Area 'A' – Unsightly Premises (maximum speaking time – 5 minutes).*

*That the Board direct the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**2090 Bramley Rd., Area 'C' - Unsightly Premises (All Directors – One Vote).**

*Delegations wishing to speak to 2090 Bramley Rd., Area 'C' – Unsightly Premises (maximum speaking time – 5 minutes).*

*That the Board direct the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**1633 Morello Rd, Area 'E' - Unsightly Premises (All Directors – One Vote).**

***Delegations wishing to speak to 1633 Morello Rd., Area 'E' – Unsightly Premises (maximum speaking time – 5 minutes).***

*That the Board direct the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**387 Dunsmuir Road, Area 'H' - Unsightly Premises (All Directors – One Vote).**

***Delegations wishing to speak to 387 Dunsmuir Road, Area 'H' – Unsightly Premises (maximum speaking time – 5 minutes).***

*That the Board direct the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**72 Bald Eagle Crescent, Area 'H' - Unsightly Premises (All Directors – One Vote).**

***Delegations wishing to speak to 72 Bald Eagle Crescent, Area 'H' – Unsightly Premises (maximum speaking time – 5 minutes).***

*That the Board direct the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.*

**1038 Horseshoe Rd, Area 'B' - Unsafe Building (update) (All Directors – One Vote).**

*That this report on the outcome of the remedial action Order in relation to the unsafe building at 1038 Horseshoe Road, Gabriola Island, be received for information.*

**LONG RANGE PLANNING**

**VIHA Grant for Capacity Building - Ending Homelessness (All Directors – One Vote).**

*That the RDN Board allocate 60% of the VIHA funds to the City of Nanaimo and SOS on behalf of the Oceanside Homelessness Task Force, distributed on the basis of population in District 68 and District 69, to support their specific homelessness projects underway that meet the VIHA criteria of supporting capacity building for homelessness and retain the remainder in a reserve fund for distribution at a later date.*

**TRANSPORTATION AND SOLID WASTE SERVICES**

**SOLID WASTE SERVICES**

**Landfill Track Loader – Tender Award** (All Directors – Weighted Vote).

*That Finning (Canada) Ltd. be awarded the supply of a CAT 973D track loader for a purchase price of \$435,000 and guaranteed buy back of \$110,000 and that the Director of Finance be authorized to execute a four year lease to finance this purchase.*

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**District 69 Recreation Commission** (Parksville, Qualicum Beach, EAs 'E', 'F,' 'G,' and 'H' – Weighted Vote).

1. *That the Community and Youth Grant recommendations be approved as follows:*

*Youth Grants:*

<i>Bard to Broadway Theatre Society (Youth Theatre)</i>	<i>\$ 1,000</i>
<i>Bard to Broadway Theatre Society (Education Series)</i>	<i>1,500</i>
<i>District 69 Family Resource Association</i>	<i>1,200</i>
<i>Oceanside BMX (formerly Erik Goetzing BMX)</i>	<i>1,600</i>
<i>Oceanside Youth Football Association</i>	<i>2,000</i>
<i>Ravensong Aquatic Club</i>	<i>2,500</i>

*Community Grants:*

<i>Corcan Meadowood Residents Association</i>	<i>\$ 1,500</i>
<i>Lighthouse Recreation Commission</i>	<i>2,700</i>
<i>Oceanside Building Learning Together</i>	<i>1,000</i>
<i>Oceanside Building Learning Together</i>	<i>455</i>
<i>Oceanside Community Arts Council</i>	<i>450</i>
<i>Arrowsmith Community Enhancement Society</i>	<i>1,200</i>
<i>The Old School House</i>	<i>1,800</i>
<i>Parksville Badminton Club</i>	<i>1,250</i>
<i>Parksville and District 69 Team</i>	<i>1,500</i>
<i>Parksville Lions Club</i>	<i>1,500</i>
<i>Qualicum Beach "Beach Day" Organizing Committee</i>	<i>1,000</i>

2. *That the recommendations of the Fees and Charges report be approved.*

**7.4 EXECUTIVE STANDING COMMITTEE**

**7.5 COMMISSIONS**

**7.6 SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEES**

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

49-55 Minutes of the Regional Parks and Trails Select Committee meeting held Tuesday, June 5, 2012 (for information).

1. *That the proposed Regional Parks Development Charge Bylaw No. 1619 not be implemented at this time and the Board review the regional parkland acquisition list prior to making any further adjustment to the Regional Parks Parcel Tax.*
2. *That the request for the Regional District's involvement on a potential public trail access to the DL 33 Forest Lands be received and no further action be taken by the Regional District.*

**Sustainability Select Committee**

56-81 Minutes of the Sustainability Select Committee meeting held Wednesday, June 12, 2012 (for information) (All Directors – One Vote)

1. *That the Regional Emission Reduction Projects Memorandum of Agreement be endorsed by the RDN Board and forwarded to the member municipalities.*
2. *That the RDN revise the eligibility criteria for the EV charging station rebate.*
3. *That the RDN Board support a regional scale application for Provincial incentives for electric vehicle planning and charging infrastructure.*

**8. ADMINISTRATOR'S REPORTS**

82-142 **99 Year Lease and Updated Covenant – Little Qualicum River Estuary Regional Conservation Area** (All Directors – Weighted Vote).

**9. ADDENDUM**

**10. BUSINESS ARISING FROM DELEGATIONS OR COMMUNICATIONS**

**11. NEW BUSINESS**

**12. BOARD INFORMATION (Separate enclosure on blue paper)**

**13. ADJOURNMENT**

**14. IN CAMERA**



*That pursuant to Section 90(1)(e) and (g) of the Community Charter the Board proceed to an In Camera meeting to consider land-related and legal issues.*

## O'Halloran, Matt

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**From:** Hewitt, Nicole  
**Sent:** Thursday, May 17, 2012 9:53 AM  
**To:** O'Halloran, Matt  
**Subject:** FW: Regular Board Meeting - June 26, 2012 and Delegation from CKGI 98.7 FM, Gabriola Community Radio

**Nicole Hewitt**  
**Senior Secretary, Corporate Administration**  
**Regional District of Nanaimo**

**From:** John Hague [<mailto:ckgi.spoken.word@gmail.com>]  
**Sent:** Wednesday, May 16, 2012 5:26 PM  
**To:** Hewitt, Nicole  
**Cc:** Ken Zakreski  
**Subject:** Regular Board Meeting - June 26, 2012 and Delegation from CKGI 98.7 FM, Gabriola Community Radio

Dear RDN,

We would be very pleased to have our President, Mr. Ken Zakreski present a short brief on the current status of CKGI's progress toward fulfilling its promises under our two year CRTC license. As you know, we are licensed as a "not for profit" ( not for loss either ) community radio station and as such have strict programming criteria stipulating our local content in spoken word ( news, features, story telling, etc ) and music entertainment.

Our strategy toward the construction of our broadcast tower is to offer this facility as a public service with right of first refusal going to our "first responders" and other public sector not for profit community communications services.

In addition to this we will provide "mostly green" back up power to keep all of the users' transmitters "live". And, we will dedicate all of CKGI's resources for use by emergency services in the event of natural or other crises.

We are not a commercial radio station and exist exclusively to serve the public interest and add value to the public domain.

This requires us to approach our business plan somewhat differently and it is with this in mind that Ken will share our news with you. Please add our delegation to your June 26, 2012 Regular Board Meeting Agenda. Thank you.

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Best personal regards,  
John Hague

NewOld Media Community Communications  
Podcasting and Broadcasting

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR BOARD MEETING  
OF THE REGIONAL DISTRICT OF NANAIMO HELD ON  
TUESDAY, MAY 22, 2012 AT 7:00 PM IN THE  
RDN BOARD CHAMBERS

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director W. Veenhof	Electoral Area H
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach
Director B. Dempsey	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Director J. Kipp	City of Nanaimo
Director T. Greves	City of Nanaimo
Director G. Anderson	City of Nanaimo

**Also in Attendance:**

C. Mason	Chief Administrative Officer
M. Pearse	Sr. Mgr., Corporate Administration
N. Avery	Gen. Mgr., Finance & Information Services
P. Thorkelsson	Gen. Mgr., Development Services
J. Finnie	Gen. Mgr., Regional & Community Utilities
D. Trudeau	Gen. Mgr., Transportation & Solid Waste Services
D. Banman	A/Gen. Mgr., Recreation & Parks Services
N. Hewitt	Recording Secretary

**BOARD MINUTES**

MOVED Director Johnstone, SECONDED Director Holme, that the minutes of the regular Board meeting held April 24, 2012 be adopted.

CARRIED

## **COMMUNICATIONS/CORRESPONDENCE**

**Ida Chong, Ministry of Community, Sport and Cultural Development, re RDN Adoption of “Regional Growth Strategy Bylaw No. 1615, 2011.”**

MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence from the Ministry of Community, Sport and Cultural Development be received.

CARRIED

**Michael Jessen, Arrowsmith Watersheds Coalition Society, re Bylaw No. 1652 – A Bylaw to Repeal the Morningstar Creek Water Local Service Area.**

MOVED Director Lefebvre, SECONDED Director Houle, that the correspondence from the Arrowsmith Watersheds Coalition Society be received.

CARRIED

## **BYLAWS FOR ADOPTION**

**Bylaw No. 500.377 – 2900 Leon Road, Area ‘H’.**

MOVED Director Veenhof, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.377, 2012” be adopted.

CARRIED

**Bylaw No. 500.370 – 2956 & 2962 Ridgeway Road, Area ‘C’.**

MOVED Director Young, SECONDED Director Holme, that “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.370, 2012” be adopted.

CARRIED

## **STANDING COMMITTEE, SELECT COMMITTEE AND COMMISSION MINUTES AND RECOMMENDATIONS**

### **ELECTORAL AREA PLANNING STANDING COMMITTEE**

MOVED Director Holme, SECONDED Director Fell, that the minutes of the Electoral Area Planning Committee meeting held Tuesday, May 8, 2012 be received for information.

CARRIED

## **PLANNING**

### ***DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS***

**Development Permit Application No. PL2010-007 – Beaulac – 121 Kinkade Road, Area ‘G’.**

MOVED Director Holme, SECONDED Director Veenhof, that the Development Permit with Variance Application No. PL2010-007 to permit the construction of an accessory building, be approved subject to the conditions outlined in Schedules 1 and 2.

CARRIED

**DEVELOPMENT VARIANCE PERMIT APPLICATIONS**

**Development Variance Permit Application No. PL2012-025 – Daniel & June Parker – 1430 Reef Road, Area 'E'.**

CARRIED

MOVED Director Holme, SECONDED Director Fell, that Development Variance Permit Application No. PL2012-025 to reduce the minimum required setback for a proposed deck from the Other Lot Line by approved subject to the conditions outlined in Schedule 1.

CARRIED

**COMMITTEE OF THE WHOLE STANDING COMMITTEE**

MOVED Director Kipp, SECONDED Director Holme, that the minutes of the Committee of the Whole meeting held May 8, 2012 be received for information.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

**Mayor John Ruttan, City of Nanaimo, re Capacity Building to End Homelessness.**

MOVED Director Johnstone, SECONDED Director Fell, that the correspondence from the City of Nanaimo be received.

CARRIED

**Ida Chong, Ministry of Community, Sport and Cultural Development, re Funding for Projects under the Community Recreation Program.**

MOVED Director Johnstone, SECONDED Director Fell, that the correspondence from the Ministry of Community, Sport and Cultural Development be received.

CARRIED

**Bruce Halliday, The Port Theatre, re Contribution to Operations of the Port Theatre.**

MOVED Director Johnstone, SECONDED Director Fell, that the correspondence from the Port Theatre be received.

CARRIED

**Michael Jessen, Arrowsmith Watersheds Coalition Society, re Exclusion of Land from ALR – 2771, 2761 Old Alberni Highway; PID 024-205-800, Bonsai Place, Area H.**

MOVED Director Johnstone, SECONDED Director Fell, that the correspondence from Michael Jessen of the Arrowsmith Watersheds Coalition Society be received.

CARRIED

**CORPORATE ADMINISTRATION**

**ADMINISTRATION**

**RDN Officers Appointment and Delegation Bylaw No. 1661 and RDN Officers and Management Employees Terms and Conditions of Employment Bylaw No. 1417.04.**

MOVED Director Bestwick, SECONDED Director Mercer, that the "Regional District of Nanaimo Officers Appointment and Delegation Bylaw No. 1661, 2012" be introduced and read three times.

CARRIED

MOVED Director Bestwick, SECONDED Director Mercer, that the "Regional District of Nanaimo Officers Appointment and Delegation Bylaw No. 1661, 2012" be adopted.

CARRIED

MOVED Director Bestwick, SECONDED Director Mercer, that "RDN Officers and Management Employees Terms and Conditions of Employment Amendment Bylaw No. 1417.04, 2012" be introduced and read three times.

CARRIED

MOVED Director Bestwick, SECONDED Director Brennan, that "RDN Officers and Management Employees Terms and Conditions of Employment Amendment Bylaw No. 1417.04, 2012" be adopted.

CARRIED

**FINANCE AND INFORMATION SERVICES**

**ADMINISTRATION**

**Revised 2012 Budget for Recreation and Culture - Electoral Area 'A'.**

MOVED Director Mercer, SECONDED Director Kipp, that the revised 2012 business plan for the Electoral Area 'A' Recreation and Culture Service be approved as presented.

CARRIED

MOVED Director Mercer, SECONDED Director Fell, that the revised 2012 to 2016 financial plan for the Electoral Area 'A' Recreation and Culture Service be approved as presented.

CARRIED

**Bylaw No. 1658.01 - Amendments to 2012 to 2016 Financial Plan for New Information on Grant Funded Projects in Community Park Services.**

MOVED Director Holme, SECONDED Director Brennan, that "2012 to 2016 Financial Plan Amendment Bylaw No. 1658.01, 2012" be introduced for first three readings.

CARRIED

MOVED Director Holme, SECONDED Director Brennan, that "2012 to 2016 Financial Plan Amendment Bylaw No. 1658.01, 2012" be adopted.

CARRIED

**Bylaw No. 1552.01 – Request for Funding Assistance – Nanaimo Marine Rescue Society.**

MOVED Director Kipp, SECONDED Director Dempsey, that annual funding in the amount of \$5,975 for the Nanaimo Search & Rescue Society and \$11,325 for the Nanaimo Marine Rescue Society be approved commencing in 2013.

CARRIED

MOVED Director Kipp, SECONDED Director Dempsey, that service contracts be prepared with terms as noted in this report.

CARRIED

MOVED Director Kipp, SECONDED Director Dempsey, that "Southern Community Search & Rescue Contribution Service Amendment Bylaw No. 1552.01, 2012" be introduced for three readings and be forwarded to the Inspector of Municipalities for approval.

CARRIED

**Bylaw No. 1652 – A Bylaw to repeal the Morningstar Creek Water Local Service Area.**

MOVED Director Holme, SECONDED Director Ruttan, that "Morningstar Creek Water Local Service Establishment Repeal Bylaw No. 1652, 2012" be postponed until further notice.

CARRIED

**Bylaws No. 1659 and 1660 – Authorize Expenditure of Bulk Water Development Cost Charge Funds.**

MOVED Director Holme, SECONDED Director Johnstone, that an amount of \$77,400 be released from the French Creek Bulk Water general reserve fund to be applied to 2011 bulk water infrastructure expenditures.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1659, 2012" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "Nanoose Bay Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1659, 2012" be adopted.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "French Creek Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1660, 2012" be introduced and read three times.

CARRIED

MOVED Director Holme, SECONDED Director Johnstone, that "French Creek Bulk Water Local Service Area Development Cost Charge Reserve Fund Expenditure Bylaw No. 1660, 2012" be adopted.

CARRIED

**Request to Support Development of a Community Cottage Hospital in District 69.**

MOVED Director Lefebvre, SECONDED Director Willie, that the report on the proposal to establish a community cottage hospital in District 69 be received for information.

CARRIED

**Request for Authority to Regulate Sidewalks Under a Sidewalk Service.**

MOVED Director Holme, SECONDED Director Fell, that the Board endorse the following resolution requesting the authority to regulate sidewalks and/or roadside trails within the Electoral Areas of the Regional District of Nanaimo:

WHEREAS the Regional District has the authority to establish services which it considers necessary or desirable for all or a part of the regional district;

AND WHEREAS the Regional District wishes to establish services to own, construct, operate, maintain and replace sidewalks and/or roadside trails within the Electoral Areas of the Regional District of Nanaimo;

AND WHEREAS the Regional District wishes to obtain the authority to regulate sidewalks and/or roadside trails constructed within the Electoral Areas of the Regional District of Nanaimo;

NOW THEREFORE BE IT RESOLVED THAT:

The Lieutenant Governor in Council, by regulation under section 799 of the Local Government Act, grant to the Regional District the authority to regulate sidewalks and/or roadside trails within a service established to own, construct, operate and maintain sidewalks or roadside trails and boulevards within an Electoral Area within the Regional District of Nanaimo, and that in the operation of the service, the Regional District have the authority under sections 36, 38 and 46 of the Community Charter and sections 124(1)(b), 124(1)(u) and 124(1)(v) of the Motor Vehicle Act.

CARRIED

**Wellington Fire Protection Service Area – Fire Response and Superior Tanker Shuttle Rating.**

MOVED Director Young, SECONDED Director Fell, that the review of Superior Tanker Shuttle rating and boundary amendment alternatives for the Wellington Fire Protection Service Area be received for information and no further action be taken at this time.

CARRIED

***DEVELOPMENT SERVICES***

**CURRENT PLANNING**

**Draft Agricultural Area Plan.**

MOVED Director Fell, SECONDED Director Johnstone, that the Board receive the “Regional District of Nanaimo Agricultural Area Plan – Draft” prepared by Upland Consulting, and participate in a Board workshop on May 15, 2012 to discuss the draft Plan.

CARRIED



**TRANSPORTATION AND SOLID WASTE SERVICES**

**SOLID WASTE**

**Waste Stream Management License Application – BFI Canada, 1429 Springhill Road, Parksville, BC.**

MOVED Director Fell, SECONDED Director Lefebvre, that the Board receive the report on the Waste Stream Management License application from BFI Canada Inc. for information.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

**Agricultural Advisory Committee.**

MOVED Director Johnstone, SECONDED Director Fell, that the minutes of the Agricultural Advisory Committee meeting held Friday, April 27, 2012 be received.

CARRIED

**NEW BUSINESS**

**Taxi Saver Program – Area ‘B’.**

MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to prepare a report for the Transportation Select Committee on the feasibility of bringing in a Taxi Saver program into Electoral Area ‘B’ for 2013.

CARRIED

**Muzzling of Dogs.**

MOVED Director Houle, SECONDED Director Veenhof, that staff be directed to prepare a report to amend “Animal Control Regulatory Bylaw No. 1066, 1996” to add muzzling of dogs when in public that have been declared vicious, for the Board’s consideration.

CARRIED

**SCHEDULED STANDING, ADVISORY STANDING AND SELECT COMMITTEES**

**District 69 Recreation Commission.**

MOVED Director Veenhof, SECONDED Director Ruttan, that the minutes of the District 69 Recreation Commission meeting held Thursday, April 26, 2012 be received for information.

CARRIED

**Northern Community Economic Development Select Committee.**

MOVED Director Fell, SECONDED Director Lefebvre, that the minutes of the Northern Community Economic Development Select Committee meeting held Wednesday, May 9, 2012 be received for information.

CARRIED

MOVED Director Fell, SECONDED Director Willie, that Oceanside Initiative – Community Economic Development Assessment Proposal be awarded funding in the amount of \$9,450.

CARRIED

MOVED Director Fell, SECONDED Director Lefebvre, that Qualicum Beach Airport Fuel Spill Containment at Aircraft Refuelling Pumps Proposal be awarded funding in the amount of \$15,000.

CARRIED

MOVED Director Fell, SECONDED Director Lefebvre, that the Town of Qualicum Beach be informed that the approval funding for the Qualicum Beach Airport Fuel Spill Containment project is based on the spring 2012 application and that funding for future projects through the NCED service will be based on the merit of future applications.

CARRIED

MOVED Director Fell, SECONDED Director Lefebvre, that the 2012 Artist and Studio Guide for Parksville-Qualicum and Area proposal be deferred to the fall NCED meeting.

CARRIED

MOVED Director Fell, SECONDED Director Lefebvre, that \$7,500 be awarded to the Commerce Ambassador Program and that the project proponent submit a proposal for additional funding at the Fall 2012 NCED Select Committee.

CARRIED

#### **Grants-in-Aid Committee.**

MOVED Director Young, SECONDED Director Veenhof, that the minutes from the Grants-in-Aid Committee meeting held May 11, 2012 be received for information.

CARRIED

MOVED Director Young, SECONDED Director Houle, that Grant-in-Aid funds for District 68 be awarded to the following applicants:

Gabriola Arts Council	\$ 2,000
Jonanco Hobby Workshop Association	1,017

CARRIED

MOVED Director Young, SECONDED Director Holme, that Grants-in-Aid funds for District 69 be awarded to the following applicants:

Friends of Nanoose Library Centre	1,000
Lighthouse Country Marine Rescue Society	1,500
Oceanside Volunteer Association	1,200
Wildwood Community Church	1,000

CARRIED

MOVED Director Young, SECONDED Director Veenhof, that RDN staff work with the Grants-in-Aid Advisory Committee to review and update the corporate Grant-in-Aid policy, application form and criteria, to include criteria changes that require applicant organizations to be registered non-profit society's, and to provide application changes that include specific questions concerning the organization's community support, volunteer support, and who they serve in the community.

CARRIED

#### **ADMINISTRATOR'S REPORTS**

**Strategic Priorities Fund Program – 2012 Grant Application Recommendations.**

MOVED Director Lefebvre, SECONDED Director Anderson, that the Regional District of Nanaimo support a funding application to the General Strategic Priorities Fund for the replacement of the land section of the outfall at the Greater Nanaimo Pollution Control Centre at a cost of \$3.2 million.

CARRIED

MOVED Director Lefebvre, SECONDED Director Anderson, that the Regional District of Nanaimo support a funding application to the General Strategic Priorities Fund for the purchase 6 ARBOC buses for the Transportation service department at a cost of \$1.08 million.

CARRIED

MOVED Director Lefebvre, SECONDED Director Anderson, that the Regional District of Nanaimo support a funding application by the City of Parksville on behalf of the Englishman River Water Service to the General Strategic Priorities Fund in the amount of \$1.55 million for the purposes of preliminary design and value engineering related to the water treatment plant and associated works.

CARRIED

**Emergency Management Select Committee.**

MOVED Director Fell, SECONDED Director Holme, that the minutes of the Emergency Management Select Committee Meeting held Thursday, May 7, 2012 be received for information.

CARRIED

**Emergency Reception Center Generator Use and Maintenance Policy.**

MOVED Director Fell, SECONDED Director Houle, that the "Use and maintenance of generators at designated emergency reception centers" policy be approved.

CARRIED

**Joint Emergency Program Cancellation.**

MOVED Director Anderson, SECONDED Director Lefebvre, that this report on the cancellation of Joint Emergency Preparedness Program be received for information.

CARRIED

**Seismic Upgrades of Bridges and Highway Infrastructure in the Regional District.**

MOVED Director Anderson, SECONDED Director Fell, that the report on the MOTI policy on the seismic upgrading of bridges and highway infrastructure within the Regional District of Nanaimo be received for information.

CARRIED

**Authority to Respond to Emergencies Outside of Fire Protection Boundaries.**

MOVED Director Holme, SECONDED Director Fell, that all of the Regional District of Nanaimo's volunteer fire departments be authorized to respond at any time to Ministry of Forests requests for assistance outside or inside of their boundaries which fall under S.O.G. 1.06.01.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Errington and Dashwood volunteer fire departments be authorized to respond at any time to requests to deploy SPU equipment and firefighters upon request from the Office of the Fire Commissioner.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Coombs Hilliers volunteer fire department be authorized to respond at any time to a request for highway rescue services west of its service area boundaries to the Coombs Country Candy store near the City of Port Alberni.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that staff send correspondence confirming these authorities to the relevant fire departments and E911 fire dispatch centers.

CARRIED

**Fire Department Building Project Approvals.**

MOVED Director Holme, SECONDED Director Fell, that the Dashwood Volunteer Fire Department be authorized to proceed with the construction of a 22' x 22' addition at the Meadowood firehall as outlined in the drawings submitted to date.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Dashwood Fire Department 2012 budget be amended to increase the use of reserve funds from \$15,000 to \$43,000 to cover the costs of purchasing and installing a potable water tank and constructing the proposed building addition.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Errington Volunteer Fire Department be authorized to proceed with the construction of a 14' x 22' addition at the Firehall #1 as outlined in the drawings submitted to date and that certified engineered drawings indicating improved seismic stability for the building be submitted as part of the application for a building permit.

CARRIED

MOVED Director Holme, SECONDED Director Fell, that the Errington Fire Department 2012 budget be amended to reduce the contribution to reserve funds from \$109,545 to \$5,545 and to show funds applied to vehicle upgrades at \$60,000 and to the construction of the proposed building addition in the amount of \$35,000.

CARRIED

**Transit Select Committee.**

MOVED Director Bestwick, SECONDED Director Brennan, that the minutes of the Transit Select Committee Meeting held Thursday, May 17, 2012 be received for information.

CARRIED

MOVED Director Brennan, SECONDED Director Bestwick, that the 2012/2013 Conventional and Custom Annual Operating Agreement (AOA) with BC Transit be approved.

CARRIED

## **ADDENDUM**

### **ADMINISTRATOR'S REPORTS**

#### **San Pariel Water System Upgrading – Stage 1, Award of Watermain Contract.**

MOVED Director Lefebvre, SECONDED Director Holme, that the Board award the construction contract for the watermain improvements to Locar Industries Ltd. for the tendered price of \$448,475 and that the total Stage 1 project cost be established at \$590,395 as presented in the staff report.

CARRIED

### **NEW BUSINESS**

#### **Mountain Fire District Open House.**

Director Young reminded the Board that the East Willington Fire Department is hosting an open house on Saturday, May 26, 2012 from 12pm – 4pm.

#### **Electoral Area 'A' Cedar Main Street Design Project Citizens' Advisory Group**

MOVED Director McPherson, SECONDED Director Young, that Shiela Gourlay and Anne Fiddick be appointed to the Cedar Main Street Design Project Citizens Advisory Group.

CARRIED

### **ADJOURNMENT**

MOVED Director Holme, SECONDED Director Bestwick, that pursuant to Section 90(1)(k) of the Community Charter the Board proceed to an In Camera meeting to consider negotiations with a municipality.

CARRIED

TIME: 7:42 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION



195B Fourth St. Nanaimo, B.C. V9R 1T1

June 15, 2012

Nancy Avery  
General Manager, Finance & Information Services  
Regional District of Nanaimo

Dear Ms Avery,

On behalf of Nanaimo Search and Rescue, I would like to thank you and the Regional Board for your continued support of our organization. The annual grant increase you've recently approved is very much appreciated. Not only does it alleviate some of the fund raising pressure SAR groups like ours face, but is also a wonderful validation of how much our services mean to the Board, and to the community in which we serve.

Yours truly,

Rob Christopher  
President  
Nanaimo Search and Rescue Society

<http://www.nanaimosar.bc.ca>

## O'Halloran, Matt

---

**To:** Rowett, Lainya  
**Subject:** RE: Bylaw 1285.17,2012

**From:** [helenjordin@gmail.com](mailto:helenjordin@gmail.com) [<mailto:helenjordin@gmail.com>] **On Behalf Of** Helen Jordin  
**Sent:** Monday, May 28, 2012 1:52 PM  
**To:** email, planning  
**Cc:** Manager  
**Subject:** Bylaw 1285.17,2012

As the owners of a Allsave mini storage operation at 1306 Alberni Highway, we have particular interest in the proposed amendment bylaw that would rezone Lots 28 and 29 from "Commercial 3 (c-3) Zone" and "Village Residential 3 (R-3) to "CD-18 Alberni Highway Mini Storage Zone" to benefit the owners of Oceanside Mini Storage.

Can you please tell us if this new zoning will permit additional lot coverage for this business, which operates in competition with our own mini storage? If this bylaw is put into place, will it apply to all mini storage businesses along the Alberni Highway corridor or will it be specific and preferential to this particular storage operator? If the latter, does it make sense to enrich one operator over another? It was our understanding that Parksville was not in support of "big box" operators, but this particular owner seems to keep finding ways to amend and re-amend by-laws to expand and push the boundaries of the law to serve his own best interests. Apparently it is now acceptable to pull land out of the residential allotment to favour virtually unlimited expansion for this particular business.

Could you please determine if Oceanside Storage is at 95% or higher occupancy, which would indicate a need for expansion? If it is less than this amount, does it make sense to add to their store of empty storage places, or would it be more even-handed to allow other storage operators an opportunity to continue to serve the community? It is certainly the case that other storage operators in the Parksville area have experienced declining occupancy, due to the aggressive expansion already permitted to Oceanside. Does it make sense to drive the rest of us out of business by twisting the zoning in this manner and penalizing those who obediently follow the existing zoning. If the current zoning reflects the wishes of the area residents, why the need for change?

Yours Truly,

H. Jordin  
Beckfoot Holdings Ltd.  
oa Allsave Storage  
1304 Alberni Highway  
Parksville, BC  
V9P 2C9

Regional District of Nanaimo

Planning Department

6300 Hammond Bay Road

Nanaimo, BC, V9T 6N2

June 13, 2012

To Whom It May Concern:

Re: Baynes Sound Investments Ltd. Proposed Development in Deep Bay

The purpose of this letter is to express our support for the Baynes Sound Investment Ltd. proposed property development at Deep Bay. In addition we would like the Regional District of Nanaimo planning department to consider expanding the urban containment boundary to include Deep Bay or to designate Deep Bay as a village node/rural village centre.

We have had the good fortune to live in Deep Bay for the past 15 years. During that time we have owned and successfully operated a business located adjacent the Deep Bay harbour. We have raised our family here and in addition have involved ourselves extensively in community activities. Both Steve and I have been members of the Official Community Plan Committee and the Village Plan Committee. We have served on the District 69 Recreation Commission, the Area H Parks and Open Space Advisory Committee, the Bowser School PAC, the Deep Bay Water Board, the Lighthouse Country Business Association, the Lighthouse Community Centre Society, the Lighthouse Recreation Commission as well as many other special event committees. To say the least, we have invested considerable time into a community that we care deeply about. We are in a reasonable position to provide a sound and accurate perspective.

The proposal presented by the Baynes Sound Investments Ltd. is one that offers many benefits to the community. We have been impressed with this organization's efforts to involve the community in the planning stages. To date they have been respectful of local resident's viewpoints and have made responsible suggestions with regards to green development, waste water management, trail and park allocation. Of particular interest to us as residents is the inclusion of an allocated area for an extended long term parking lot for harbour users as the addition of 200 plus homes will put further pressure on an already congested parking situation in Deep Bay. Two of the more beneficial components of this proposal are the development of a secondary access road out of Deep Bay and a sewage treatment plant that has the capacity to include present residents of the immediate Deep Bay area. Traffic coming into Deep Bay along Gainsberg Road is steady every day of the week year round. A second access both to and from Deep Bay would benefit both new and current residents and provide the necessary access in the event of an emergency, as was the case in December of 2006 when Gainsberg Road was closed as a result of a severe wind storm. We would hope that all roads within the proposed development would be accessible to all as opposed to a private strata concept.

With the opening of the new Vancouver Island University's Centre for Shellfish Research it has become evident that the need for tourist accommodation and services has increased. The development of the Baynes Sound Investments Ltd. property should include a small commercial core where retail and accommodation business opportunities could be built. This core should be close to the rail line to encourage the further use of rail travel on the island and for future increased bus travel. The proposed



development should be built in a way to promote and enhance existing recreational opportunities, such as hiking, walking and cycling. By incorporating pedestrian and cycle trails into the plan the sustainability will be encouraged and rural integrity will be preserved. Currently Deep Bay residents need to travel by vehicle to Bowser or further to conduct basic business needs. A rural village centre in the Deep Bay area would reduce the need to travel by vehicle for all necessities. We are confident that existing businesses in the Bowser core would reap the benefits of additional population in Area H.

Deep Bay over several decades has established itself as an active working port, a desirable tourist destination and a retirement community. While Deep Bay is not considered an official village node in the community plan it does presently hold the majority of the population of Area H. The new proposed development will provide increased economic opportunities for young families that are needed to keep this community vibrant and sustainable. The increase in population should be viewed as an asset rather than a liability. With increased growth comes the opportunity for increased services that will enhance the existing community. Careful and responsible planning is needed and we are satisfied that the Baynes Sound Investments Ltd. is on the right track.

Thank you for the opportunity to present our viewpoints.

Respectfully

Patty and Steve Biro

180 Crome Point Road,

Deep Bay, BC, V0R 1G0

250-757-8366 (home)

250-757-8399 (work)

June 14, 2012

Dear Dialog Team and RDN Representatives, Regional District Directors

This note is a follow up to the meeting that was held yesterday at the Lighthouse Country Community Centre regarding the Rural Village Centre Study.

To sum it up quickly, I feel totally cheated of my opportunity to participate in the discussion and public input process. A few very vocal individuals hijacked the discussion group that I was in. They were disrespectful of the opinions and suggestions of other group members. I left the meeting feeling very angry and disgusted. Today I just feel disappointed that our group and perhaps others missed the opportunity to participate in a meaningful way towards the future of our community. I have participated in the Village planning process and the OCP review in the past and I always look forward to participating in these public processes. They are worthwhile and important.

My husband and I operate a small business in Deep Bay and have done so for more than a decade. We have raised our three sons here and they all attended school locally. While currently our sons work or attend universities in other communities in the province they would someday like to return to the area to live and work. It was my understanding that the purpose of the Rural Village Centre study was to evaluate and plan for the needs of the future of Area H. The workshop last night was no way conducive to such an exercise.

Deep Bay has changed in the fifteen years we have lived here. The commercial fishing fleet has diminished and it has been replaced with an expanding shellfish/aquaculture industry that employs many. It is currently the largest employer in the area. Recently the Vancouver Island University has opened up its Centre for Shellfish Research here in Deep Bay. This is exciting for the area and attracts a lot of visitors. Currently we as a community are not well equipped to handle the overnight guests who attend conferences, workshops, cooking classes, weddings and receptions that are hosted at the facility. This needs to change. Furthermore, in the past several years the moorage at both the private wharf and the government dock in Deep Bay has increased. These spaces fill up quickly and demands on the Deep Bay community for parking exceed what is available. Patio homes were also built in the area within the past several years. Many thought that these would be a detriment to the area. This is not so. In fact none of these changes in Deep Bay have been a detriment, they have simply been changes. Now the community structure needs to shift to accommodate the above changes.

Traffic to Deep Bay has increased as a result of the expanded shellfish operations, the opening of the Centre for Shellfish Research and from the building of the patio homes. The community would greatly benefit if the following changes were incorporated:

- Either a paved shoulder or gravel walking path along Gainsberg Road where cyclists and pedestrians travel safely
- An alternate road out of Deep Bay through the Centre for Shellfish Research Access Road or another such road. This will reduce the traffic flow down Gainsberg Road and will allow for better access in the event of an emergency.

- Changes to the commercial zoning in Deep Bay to reflect the current needs of residents and to plan for the future needs of generations to come.
- Plans for walking paths to commercial areas so that residents can shop, dine, socialize, and participate in recreational activities within their neighborhood
- The parking in Deep Bay marina area is congested and inadequate, approximately 80 spaces for over 350 boat slips. An overflow parking lot is long overdue.
- Zoning for more retail and accommodation type businesses located close to the harbour, either along Crome Point Road (rezone both sides of the entire road) or open up new commercial zoning in the A of the Baynes Sound Investments Ltd. property. This would benefit the current residents, the transient boaters and visitors who travel to Deep Bay by car.
- Plan for future parks where families can play, have a picnic, create a playground or just space to kick a soccer ball as currently there is no such space here for active play.
- Plan for increased bus service within the region, once a week is not enough

Planning for the future makes sense. As a community we need to make allowances for mixed housing. We need to attract families of all ages and demographics. My elderly mother would love to live her remaining years here; she will need appropriate housing and services within the area to permit this to happen. But, if not in her generation, then maybe in mine. We need to plan for this now.

Deep Bay should be included as a rural village centre. It is our time to plan for future residents and better accommodate those who currently live and visit here.

Thank you for the opportunity to share my views. Too bad I was unable to do this last night.

Sincerely,

Patty Biro

250-757-8366



CAO APPROVAL		<i>CW</i>
EAP		
COW		
JUN 19 2012		
RHD		
BOARD	<input checked="" type="checkbox"/>	

**MEMORANDUM**

**TO:** Jeremy Holm  
Manager, Current Planning

**DATE:** June 13, 2012

**FROM:** Lainya Rowett  
Senior Planner

**FILE:** PL2009-040

**SUBJECT:** Zoning Amendment Application No. PL2009-040 – Bylaw 1285.17  
Keith Brown Associates Ltd. – Oceanside Storage Inc.  
Lot 28, District Lot 156, Nanoose District, Plan 1964, Except Part in Plan 733RW and Re-Amended Lot 29 (DD78202-N), District Lot 156, Nanoose District, Plan 1964, Except Part in Plan 733RW – 1270 and 1274 Alberni Highway  
Electoral Area 'F'

**PURPOSE**

To receive a summary of the minutes and submissions received at the public hearing held on May 29, 2012, and to consider Amendment Bylaw No. 1285.17, 2012, for third reading.

**BACKGROUND**

Amendment Bylaw No. 1285.17 was introduced and given first and second reading on March 27, 2012. This was followed by a public hearing held on May 29, 2012. The summary of the minutes and submissions is attached for the Board's consideration (*see Attachment 3*).

The purpose of this Amendment Bylaw is to rezone the subject properties located at 1270 and 1274 Alberni Highway in Electoral Area 'F' from Commercial 3 (C-3) and Village Residential 3 (R-3) to CD-18 Alberni Highway Mini Storage Zone in order to permit the expansion of an existing mini storage facility with additional signage and limited accessory uses (*see Attachment 1 for subject property map and Attachment 2 for Site Plan of existing and proposed uses*).

**ALTERNATIVES**

1. To receive the report of the public hearing and give third reading to "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012."
2. To receive the report of the public hearing and deny "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012."

**SUMMARY**

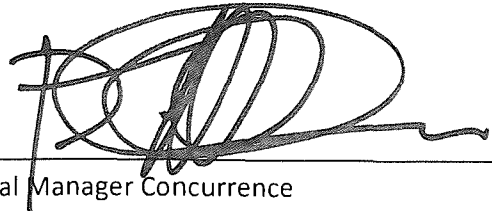
The purpose of Amendment Bylaw is to rezone the subject properties located at 1270 and 1274 Alberni Highway in Electoral Area 'F' from Commercial 3 (C-3) and Village Residential 3 (R-3) to CD-18 Alberni Highway Mini Storage Zone in order to permit the expansion of an existing mini storage facility with additional signage and limited accessory uses. The Bylaw was introduced and given first and second reading on March 27, 2012 and it proceeded to public hearing on May 29, 2012. The requirements set out in the Conditions of Approval (*see Schedule 1*) are to be completed by the applicant prior to the Board's consideration of the Bylaw for adoption. The Bylaw must also be approved by the Ministry of Transportation and Infrastructure prior to adoption. Therefore, staff recommends that Bylaw No. 1285.17, 2012, be considered for third reading.

**RECOMMENDATIONS**

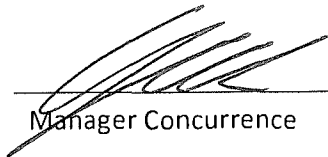
1. That the report of the public hearing held on May 29, 2012 on "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012" be received.
2. That "Regional District of Nanaimo Zoning and Subdivision Amendment Bylaw No. 1285.17, 2012" be read a third time.



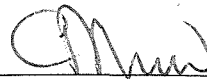
Report Writer



General Manager Concurrence



Manager Concurrence



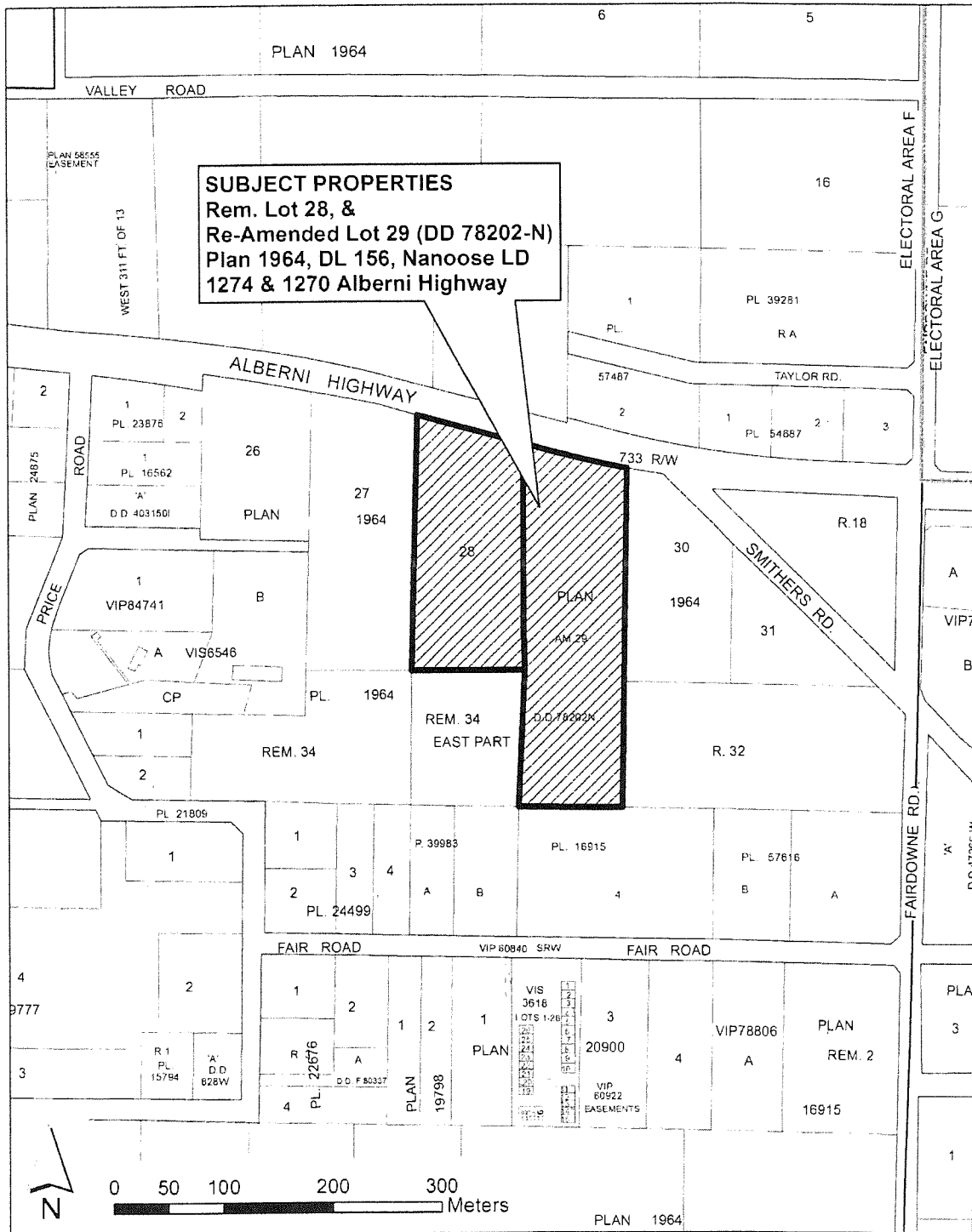
CAO Concurrence

**Schedule 1  
Conditions of Approval**

The following is required prior to the Amendment Bylaw No. 1285.17, 2012 being considered for adoption:

1. The subject properties must be consolidated by legal survey.
2. The applicant must provide a detailed drainage management plan at the time of submitting a development permit application to the satisfaction of the General Manager of Strategic & Community Development and in accordance with the Drainage Design Rationale prepared by Newcastle Engineering Ltd. and dated March 21, 2011. This information must include a detailed assessment of off-site flows to ensure there are no negative downstream impacts of run-off from the subject properties.

### Attachment 1 Location of Subject Property



BCGS MAPSHEET: 92F 039 1.1





**Attachment 3**  
**Summary of the Public Hearing**  
**Held at the Errington War Memorial Hall**  
**1390 Errington Road, Errington**  
**May 29, 2012 at 7:30 pm**  
**To Consider Regional District of Nanaimo Zoning and Subdivision**  
**Amendment Bylaw No. 1285.17, 2012**

**Summary of Minutes and Submissions**

*Note that these minutes are not a verbatim recording of the proceedings, but summarize the comments of those in attendance at the Public Hearing.*

**PRESENT:**

Julian Fell, RDN	Chairperson, Director, Electoral Area 'F'
Lainya Rowett, RDN	Senior Planner
Keith Brown, Keith Brown Associates Ltd.	Applicant's Agent
Bjorn Kjaer, Oceanside Storage Inc.	Property Owner
Mark Warbrick, Newcastle Engineering	Applicant's Engineer

One member of the public attended the meeting.

The Chairperson called the Hearing to order at 7:46 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Senior Planner provided an explanation of the proposed amendment bylaw including a description of the proposed mini storage expansion.

The Chairperson called for formal submissions with respect to Bylaw 1285.17, 2011.

No comments or written submissions were received at the hearing.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no further submissions, the Chairperson adjourned the Hearing at 7:56 p.m.

Certified true and accurate this 13<sup>th</sup> day of June, 2012.



Lainya Rowett  
Recording Secretary



RDN REPORT	
CAO APPROVAL <i>(initials)</i>	
EAP	
COW	
JUN 19 2012	
RHD	
BOARD	✓

**MEMORANDUM**

**TO:** Jeremy Holm  
Manager, Current Planning

**DATE:** June 15, 2012

**FROM:** Lainya Rowett  
Senior Planner

**FILE:** PL2011-089

**SUBJECT:** **Amendment Bylaw 500.375, 2012**  
**Zoning Amendment Application No. PL2011-089 – Kitching**  
**Lot A, District Lot 7, Bright District, Plan 30903 - 3519 Hallberg Road**  
**Electoral Area ‘A’**

**PURPOSE**

To receive the report of the public hearing containing the summary of the minutes and submissions of the public hearing held on June 7, 2012, and to consider Bylaw No. 500.375, 2012, for third reading.

**BACKGROUND**

Bylaw No. 500.375 was introduced and given first and second reading on April 24, 2012. This was followed by a public hearing held on June 7, 2012. The summary of the minutes and submissions is attached for the Board’s consideration (see Attachment 3).

The proposed Amendment Bylaw would introduce minor changes to the Public 1 (PU1) Zone in the “Regional District of Nanaimo Land Use and Subdivision Bylaw No. 500, 1987” to allow additional, site specific provisions for the subject property located at 3519 Hallberg Road in the Cassidy Rural Village area in Electoral Area ‘A’ (see Attachment 1 for subject property map). These provisions include the addition of a permitted accessory use, “school accommodation”, and a definition of this use being limited to not more than 30 people being accommodated in conjunction with the permitted school use. The applicant proposes in future to construct three residences in the northeast corner of the property near an existing private school building (Western Maritime Institute) to provide temporary student and staff accommodation (see Attachment 2 for proposed site plan).

**ALTERNATIVES**

1. To receive the report of the public hearing and give third reading to “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012.”
2. To receive the report of the public hearing and deny “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012.”

**SUMMARY**

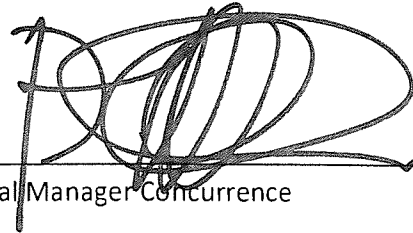
The purpose of Bylaw No. 500.375, 2012 is to amend the existing zoning for the subject property located at 3519 Hallberg Road in the Cassidy Rural Village area in Electoral Area 'A' to allow an additional, accessory use for temporary student and staff accommodation within an existing private school, the Western Maritime Institute. The Amendment Bylaw was introduced and given first and second reading on April 24, 2012 and it proceeded to public hearing on June 7, 2012. The requirements set out in the Conditions of Approval (*see Schedule 1*) are to be completed by the applicant prior to the Board's consideration of the Bylaw for adoption. The Bylaw must also be approved by the Ministry of Transportation and Infrastructure prior to adoption. Staff recommends that Bylaw No. 500.375, 2012, be considered for third reading.

**RECOMMENDATIONS**

1. That the report of the public hearing held on June 7, 2012 on "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012" be received.
2. That "Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012" be read a third time.



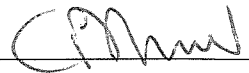
Report Writer



General Manager Concurrence



Manager Concurrence



CAO Concurrence

**Schedule 1**  
**Conditions of Zoning Amendment**

The following is required prior to the “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.375, 2012” being considered for adoption:

**Conditions of Approval**

1. The applicant is to register a Section 219 Restrictive Covenant to requiring re-evaluation of the existing sewage system by a Professional Engineer, at the time of submitting a building permit application, for any new development in excess of school accommodation for twenty people. The covenant must require the development to comply with the recommendations of this engineering evaluation to the satisfaction of the General Manager of Development Services of the Regional District.
2. The applicant is required to register a Section 219 Restrictive Covenant to ensure that the subject property is developed in accordance with recommendations contained in the Hydrogeological Assessment prepared by GW Solutions and dated September 2011, as amended.
3. The applicant to obtain a valid access permit from the Ministry of Transportation and Infrastructure.





**Attachment 3  
Summary of the Public Hearing  
Held at the Western Maritime Institute  
3519 Hallberg Road, Cassidy  
June 7, 2012 at 7:00 pm  
To Consider Regional District of Nanaimo Land Use and Subdivision  
Amendment Bylaw No. 500.375, 2012**

**Summary of Minutes and Submissions**

*Note that these minutes are not a verbatim recording of the proceedings, but summarize the comments of those in attendance at the Public Hearing.*

**PRESENT:**

Alec McPherson	Chairperson, Director, Electoral Area 'A'
Lainya Rowett	Senior Planner
Kim Farris	Planner
Bob Kitching	Owner/Applicant

There were four persons members of the public in attendance.

The Chairperson called the Hearing to order at 7:04 p.m., introduced those present representing the Regional District, and outlined the procedures to be followed during the Hearing.

The Planner provided an outline of the Bylaw including a summary of the proposal.

The Chairperson called for formal submissions with respect to Bylaw 500.375, 2012.

No comments or written submissions were received.

The Chairperson called for further submissions for the second time.

The Chairperson called for further submissions a third and final time.

There being no further submissions, the Chairperson adjourned the Hearing at 7:14 p.m.

Certified true and accurate this 15<sup>th</sup> day of June, 2012.



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Lainya Rowett  
Recording Secretary

REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE ELECTORAL AREA PLANNING COMMITTEE  
MEETING HELD ON TUESDAY, JUNE 12, 2012 AT 6:30 PM  
IN THE RDN BOARD CHAMBERS

**Present:**

Director G. Holme	Chairperson
Alternate	
Director J. McLeod	Electoral Area A
Director M. Young	Electoral Area C
Director J. Fell	Electoral Area F
Director J. Stanhope	Electoral Area G
Director W. Veenhof	Electoral Area H

**Also in Attendance:**

P. Thorkelsson	Gen. Mgr., Strategic and Community Development
J. Holm	Mgr., Current Planning
N. Hewitt	Recording Secretary

**Regrets:**

Director A. McPherson	Electoral Area A
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**LATE DELEGATIONS**

MOVED Director Stanhope, SECONDED Director Fell, that the following delegation be permitted to address the Committee.

CARRIED

**Lucky Phillips, Tove Kilburn, Steve Toth, Ken Tanguay, re Development Permit with Variance Application No. PL2012-028 – Ken Tanguay – 594 Wain Road, Area ‘G’.**

Mr. Tanguay spoke on behalf of the application and spoke in support of approving Development Permit with Variance Application No. PL2012-028.

**MINUTES**

MOVED Director Veenhof, SECONDED Director Fell, that the minutes of the regular Electoral Area Planning Committee meeting held on Tuesday, May 8, 2012 be adopted.

CARRIED

***DEVELOPMENT PERMIT APPLICATIONS***

**Development Permit Application No. PL2012-061 – Robert & Norma Pain – 925 Mistaken Place, Area ‘G’.**

MOVED Director Stanhope, SECONDED Director Young, that Development Permit Application No. PL2012-061 to permit the construction of an addition (a sunroom) to the existing dwelling unit be approved subject to the conditions outlined in Schedules 1 to 3.

CARRIED



**DEVELOPMENT PERMIT WITH VARIANCE APPLICATIONS**

**Development Permit with Variance Application No. PL2012-028 – Ken Tanguay – 594 Wain Road, Area 'G'.**

MOVED Director Stanhope, SECONDED Director Fell, that staff be directed to complete the required notification.

CARRIED

MOVED Director Stanhope, SECONDED Director Fell, that Development Permit with Variance Application No. PL2012 -028 to permit additions to the existing dwelling unit be approved subject to the conditions outlined in Schedules 1 to 5.

CARRIED

**Development Permit with Variance Application No. PL2012-049 – McIntosh – 891 Fisherman Circle, Area 'G'.**

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

CARRIED

MOVED Director Stanhope, SECONDED Director Young, that Development Permit with Variance Application No. PL2012-049 to permit the construction of an engineered rock retaining wall be approved subject to the conditions outlined in Schedule 1.

CARRIED

**OTHER**

**Request to Accept Cash in Lieu of Park Dedication – Ryvers & Son Home (Builders) Inc., 6620 Island Highway West and Adjacent Property to the North, Area 'H'.**

MOVED Director Veenhof, SECONDED Director Fell, that the request to pay 5% cash-in-lieu of park land dedication in conjunction with Subdivision Application No. PL2011-087 be accepted.

CARRIED

**ADJOURNMENT**

MOVED Director Stanhope, SECONDED Director Young, that this meeting terminate.

CARRIED

Time: 6:46 PM

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CHAIRPERSON

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE COMMITTEE OF THE WHOLE  
MEETING HELD ON TUESDAY, JUNE 12, 2012 AT 7:00 PM  
IN THE RDN BOARD CHAMBERS**

**Present:**

Director J. Stanhope	Chairperson
Director D. Brennan	Deputy Chairperson
Alternate	
Director J. McLeod	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director G. Holme	Electoral Area E
Director J. Fell	Electoral Area F
Director W. Veenhof	Electoral Area H
Director M. Lefebvre	City of Parksville
Director D. Willie	Town of Qualicum Beach
Alternate	
Director J. De Jong	District of Lantzville
Director J. Ruttan	City of Nanaimo
Director B. Bestwick	City of Nanaimo
Alternate	
Director B. McKay	City of Nanaimo
Director D. Johnstone	City of Nanaimo
Director T. Greves	City of Nanaimo
Director G. Anderson	City of Nanaimo

**Also in Attendance:**

C. Mason	Chief Administrative Officer
N. Avery	Gen. Mgr., Finance & Information Services
P. Thorkelsson	Gen. Mgr., Strategic and Community Development
J. Finnie	Gen. Mgr., Regional & Community Utilities
T. Osborne	Gen. Mgr., Recreation & Parks Services
D. Trudeau	Gen. Mgr., Transportation & Solid Waste Services
M. O'Halloran	Legislative Coordinator
N. Hewitt	Recording Secretary

**Regrets:**

Director A. McPherson	Electoral Area A
Director B. Dempsey	District of Lantzville
Director J. Kipp	City of Nanaimo

**CALL TO ORDER**

The Chairperson welcomed Alternate Directors McLeod, De Jong and McKay to the meeting.

## **DELEGATIONS**

### **Cheryl Zapotichny, Nanaimo RCMP Victim Services, re Overview of Victim Services Program.**

Ms. Zapotichny provided a visual and verbal overview on the Nanaimo RCMP Victim Services Program.

### **Cory Vanderhorst, Myers Norris Penny, Re Regional District of Nanaimo Audited Financial Report.**

Mr. Vanderhorst provided a visual and verbal overview of the Regional District of Nanaimo audited financial report for the year ended December 31, 2011.

## **LATE DELEGATIONS**

MOVED Director Holme, SECONDED Director Anderson, that a late delegation be permitted to address the Committee.

CARRIED

### **Duane Round, re Proposed New Water Intake on the Englishman River.**

Mr. Round spoke in opposition to the proposed Englishman River Water Intake.

## **MINUTES**

MOVED Director Johnstone, SECONDED Director Bestwick, that the minutes of the regular Committee of the Whole meeting held Tuesday, May 8, 2012 be adopted.

CARRIED

## **COMMUNICATIONS/CORRESPONDENCE**

### **Mike Squire, Arrowsmith Water / Englishman River Water Service, re Concerns about the Proposed Englishman River Water Intake.**

MOVED Director Young, SECONDED Director Anderson, that the correspondence from the Arrowsmith Water / Englishman River Water Service, be received for information.

CARRIED

## **FINANCE AND INFORMATION SERVICES**

### **FINANCE**

### **Regional District of Nanaimo 2011 Annual Financial Report, Board & Committee Member Expenses, and Remuneration and Statement of Financial Information.**

MOVED Director Brennan, SECONDED Director Bestwick, that the 2011 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

**Nanaimo Regional Hospital District 2011 Audited Financial Statements.**

MOVED Director Brennan, SECONDED Director Veenhof, that the 2011 audited financial statements of the Nanaimo Regional Hospital District be received and approved as presented.

CARRIED

**Operating Results for the Period Ending April 30, 2012.**

MOVED Director Brennan, SECONDED Director Johnstone, that the summary report of financial results from operations to April 30th, 2012 be received for information.

CARRIED

**Approval of Signing Authorities for General Banking and Investments.**

MOVED Director Bestwick, SECONDED Director Anderson, that the signing authorities for general banking services and financial instruments reflect the following officer positions:

Chairperson	Joe Stanhope
Deputy Chairperson	Diane Brennan
Chief Administrative Officer	Carol Mason
Director of Finance	Wendy Idema
Manager, Accounting Services	Tiffany Moore

CARRIED

MOVED Director Bestwick, SECONDED Director Anderson, that the foregoing authorizations extend to accounts in the name of the Regional District of Nanaimo and the Nanaimo Regional Hospital District.

CARRIED

**Implementation of Wireless Tablets for Elected Members.**

MOVED Director Johnstone, SECONDED Director Brennan, that staff be authorized to purchase an appropriate iPad and software for elected member use.

CARRIED

***STRATEGIC AND COMMUNITY DEVELOPMENT***

**BUILDING AND BYLAW SERVICES**

**1588 Rugg Rd., Area 'A' – Unsightly Premises.**

This property owner spoke to this item.

MOVED Director Brennan, SECONDED Director Bestick, that the Board directs the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

**1927 Woobank Rd., Area 'A' - Unsightly Premises.**

MOVED Director Bestwick, SECONDED Director Holme, that the Board directs the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

**2090 Bramley Rd., Area 'C' - Unsightly Premises.**

The property owner spoke to this item.

MOVED Director Bestwick, SECONDED Director Willie, that the Board directs the Owners of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

**1633 Morello Rd, Area 'E' - Unsightly Premises.**

The property owner spoke to this item.

Director Anderson left the meeting noting a possible conflict of interest with regard to this item.

MOVED Director Holme, SECONDED Director Bestwick, that the Board directs the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

Director Anderson returned to the meeting.

**387 Dunsmuir Road, Area 'H' - Unsightly Premises.**

MOVED Director Veenhof, SECONDED Director Houle, that the Board directs the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

**72 Bald Eagle Crescent, Area 'H' - Unsightly Premises.**

MOVED Director Veenhof, SECONDED Director Anderson, that the Board directs the Owner of the property, to remove from the premises those items as set out in the attached Resolution within thirty (30) days, or the work will be undertaken by the Regional District of Nanaimo's agents at the Owner's cost.

CARRIED

**1038 Horseshoe Rd, Area 'B' - Unsafe Building (update).**

MOVED Director Houle, SECONDED Director Veenhof, that the report on the outcome of the remedial action Order in relation to the unsafe building at 1038 Horseshoe Road, Gabriola Island, be received for information.

CARRIED

**LONG RANGE PLANNING**

**VIHA Grant for Capacity Building - Ending Homelessness.**

MOVED Director Brennan, SECONDED Director Lefebvre, that the RDN Board allocate 60% of the VIHA funds to the City of Nanaimo and SOS on behalf of the Oceanside Homelessness Task Force, distributed on the basis of population in District 68 and District 69, to support their specific homelessness projects underway that meet the VIHA criteria of supporting capacity building for homelessness and retain the remainder in a reserve fund for distribution at a later date.

CARRIED

**Rural Village Centre Study – Update.**

MOVED Director Anderson, SECONDED Director Houle, that this report be received for information.

CARRIED

***TRANSPORTATION AND SOLID WASTE SERVICES***

**SOLID WASTE SERVICES**

**Landfill Track Loader – Tender Award.**

MOVED Director Bestwick, SECONDED Director Ruttan, that Finning (Canada) Ltd. be awarded the supply of a CAT 973D track loader for a purchase price of \$435,000 and guaranteed buy back of \$110,000 and that the Director of Finance be authorized to execute a four year lease to finance this purchase.

CARRIED

**COMMISSION, ADVISORY & SELECT COMMITTEE**

MOVED Director Holme, SECONDED Director Brennan, that the minutes of the Electoral Area 'A' Parks, Recreation and Culture Commission meeting held Tuesday, May 1, 2012 be received for information.

CARRIED

The Chairperson advised the Committee that the next Agenda recommendation regarding Electoral Area 'A' grants would be considered at the In Camera Committee of the Whole meeting.

MOVED Director Lefebvre, SECONDED Director Veenhof, that the minutes of the Regional Hospital District Select Committee meeting held Tuesday, May 15, 2012 be received for information.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that the list of capital items to be committed against \$565,000 of prior years' unexpended grant funding be approved as presented.

CARRIED

MOVED Director Lefebvre, SECONDED Director Willie, that VIHA be required to complete all purchases no later than December 31, 2013 and submit reimbursement claims no later than March 31, 2014.

CARRIED

MOVED Director Veenhof, SECONDED Director Willie, that the minutes of the District 69 Recreation Commission meeting held Thursday, May 17, 2012 be received for information.

CARRIED

MOVED Director Holme, SECONDED Director Anderson, that the Community and Youth Grant recommendations be approved as follows:

Youth Grants:

Bard to Broadway Theatre Society (Youth Theatre)	\$ 1,000
Bard to Broadway Theatre Society (Education Series)	1,500
District 69 Family Resource Association	1,200
Oceanside BMX (formerly Erik Goetzinger BMX)	1,600
Oceanside Youth Football Association	2,000
Ravensong Aquatic Club	2,500

Community Grants:

Corcan Meadowood Residents Association	\$ 1,500
Lighthouse Recreation Commission	2,700
Oceanside Building Learning Together	1,000
Oceanside Building Learning Together	455
Oceanside Community Arts Council	450
Arrowsmith Community Enhancement Society	1,200
The Old School House	1,800
Parkville Badminton Club	1,250
Parkville and District 69 Team	1,500
Parkville Lions Club	1,500
Qualicum Beach "Beach Day" Organizing Committee	1,000

CARRIED

MOVED Director Holme, SECONDED Director Anderson, that the recommendations of the Fees and Charges report be approved.

CARRIED

**ADJOURNMENT**

MOVED Director Holme, SECONDED Director Young, that this meeting adjourn to allow for an In Camera meeting.

CARRIED

TIME: 8:25 PM

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CHAIRPERSON

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SR. MGR., CORPORATE ADMINISTRATION



**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE  
REGIONAL PARKS AND TRAILS SELECT COMMITTEE MEETING  
HELD ON TUESDAY, June 5, 2012, 12:00PM  
IN THE RDN COMMITTEE ROOM**

- Attendance:** Director Diane Brennan, Chair, City of Nanaimo  
Director Julian Fell, Electoral Area 'F'  
Director Brian Dempsey, District of Lantzville  
Director Marc Lefebvre, City of Parksville  
Director Howard Houle, Electoral Area 'B'  
Director Dave Willie, Town of Qualicum Beach
- Staff:** Tom Osborne, General Manager of Recreation and Parks  
Paul Thorkelsson, General Manager of Strategic and Community Development  
David Palidwor, Acting Manager of Park Services  
Kelsey Cramer, Parks Planner  
Ann-Marie Harvey, Recording Secretary
- Regrets:** Director Maureen Young, Electoral Area 'C',  
Director Joe Stanhope, Electoral Area 'G'
- 

**CALL TO ORDER**

Chair Brennan called the meeting to order at 12:00pm

**MINUTES**

Director Fell noted that Director Veenhof did attend the last meeting, however it was noted the Director is not a member of the Committee.

Director Lefebvre noted the misspelling of his first name to be corrected.

MOVED Director Dempsey, SECONDED Director Lefebvre that the Minutes of the March 6, 2012 Regionals Parks and Trails Select Committee be approved with the noted correction.

CARRIED

**COMMUNICATIONS/CORRESPONDENCE**

MOVED Director Lefebvre, SECONDED Director Fell, that the following correspondence be received:

- McPherson, RDN Director, to Minister of Environment, Re: Restoration of the Historic Morden Mine Site.
- J. Stanhope, RDN Chairperson, to Minister of Environment, Re: Restoration of the Historic Morden Mine Site and Tipple.
- T. Osborne, RDN General Manager of Recreation and Parks, to Nanaimo and Area Land Trust Society, Re: NALT Funding Agreement.

- D. Banman, RDN Acting General Manager of Recreation and Parks, to Nanaimo and Area Land Trust Society, Re: NALT Funding Agreement. Payment

CARRIED

#### **BUSINESS ARISING FROM COMMUNICATIONS/CORRESPONDENCE**

Mr. Osborne explained the letters from Director McPherson and Director Stanhope were letter of support and awareness for the Friends of Morden Mines to have the concrete tipples repair.

MOVED Director Fell, SECONDED Director Houle that the Friends of Morden Mine be invited to present to the Regional Parks and Trails Select Committee on the Morden Mine tipple restoration project.

CARRIED

#### **REPORTS**

##### **Funding Options for Regional Parks Acquisitions and Capital Development**

Mr. Osborne summarized the report with the alternatives to the proposed DCC for Regional Parks and Trails.

MOVED Director Lefebvre, SECONDED Director Willie, that the proposed Regional Parks Development Charge Bylaw 1619 not be implemented at this time and the Board review the regional parkland acquisition list prior to making any further adjustment to the Regional Parks Parcel Tax.

CARRIED

##### **Monthly Update of Community and Regional Parks and Trails February 2012**

##### **Monthly Update of Community and Regional Parks and Trails March 2012**

##### **Monthly Update of Community and Regional Parks and Trails April 2012**

Mr. Palidwor summarized the Regional Parks updates.

MOVED Director Lefebvre, SECONDED Director Houle, that the February, March, and April 2012 Community and Regional Parks and Trails Updates be received.

CARRIED

##### **Little Qualicum River Regional Conservation Area – Ducks Unlimited Lease Renewal Report (Appendices)**

Mr. Osborne apologized that the Ducks Unlimited Lease Renewal Report was not ready for this agenda and it will go direct to the June Board meeting or July Committee of the Whole. He summarized information about the matter in regard to the 99 year lease and revision of the covenant with Ducks Unlimited Canada.

MOVED Director Lefebvre, SECONDED Director Fell, that the Ducks Unlimited Lease Renewal Report be tabled and considered at a later date by the Regional Board.

CARRIED

### **DL 33 Forest Lands for Potential Trail Access (Verbal)**

Staff updated the committee on the forest lands of DL 33 and the request from a local resident for the RDN to work with the Ministry of Forest to look at an alternate trail route through land owned by TimberWest in order for the land to later become potentially available for a forest interpretation site.

Mr. Palidwor contacted the Province and they stated that this was not a priority for them and that it would require a great deal of work for conclusion on the matter. The Committee discussed how RDN has other park and trail projects in line and underway and that take precedence over this request.

MOVED Director Lefebvre, SECONDED Director Houle, that the request for the Regional District's involvement on a potential public trail access to the DL 33 Forest Lands be received and no further action be taken by the Regional District.

CARRIED

### **ADJOURNMENT**

MOVED Director Fell, that the meeting be adjourned at 1:54pm.

CARRIED

### **IN CAMERA**

MOVED Director Fell, SECONDED Director Dempsey, 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.

CARRIED

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Chair



RDN REPORT	
VCAC APPROVAL <i>[initials]</i>	
EAP	
COW	
MAY 31 2012	
RHD	
BOARD	
RP+TSC - June 5/12	

**MEMORANDUM**

**TO:** Carol Mason  
Chief Administrative Officer

**DATE:** April 13, 2012

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

**FILE:**

**SUBJECT:** Funding Options for Regional Parks Acquisitions and Capital Development

**PURPOSE**

To report on alternative funding options for Regional Parks Acquisitions and Capital Development instead of implementing Development Cost Charges the Function as originally proposed by the Regional Board.

**BACKGROUND**

The Regional Parks & Trails Plan 2005-2015 identified the potential for Development Cost Charges (DCCs) to be charged on new development for the provision of regional parks and trails, and recommended that the Recreation and Parks Department examine the potential for instituting DCCs for future regional parks and trails acquisition.

In 2006 staff were directed by the Board to investigate the development and implementation of a Regional Parks and Trails DCC bylaw. In 2007, HB Lanarc Consultants Ltd. was retained by the Regional District to undertake the initial review. Of the stakeholders canvassed during the 2007 review, no group expressed outright opposition to the concept of DCCs for regional parks and trails and it was interpreted this implies the general acknowledgement of the benefits of a regional park and trail system to the Region’s population – both within and outside municipalities.

During the initial review in 2007 the municipalities noted that some of their municipal parks are ‘regionally significant’ in that they draw a high proportion of users from outside their boundaries. Municipal representatives suggested that the costs for major improvements to these regionally significant parks could be included in the calculation of a regional park DCC.

A criteria system was then developed and implemented in 2009 to determine which municipal parks would be suitable candidates for DCC improvement funding.

Senior staff at both the RDN and the member municipalities met on a regular basis to finalize a proposed DCC bylaw that was then approved at second reading by the Regional Board on November 22, 2011. Early in 2012 the Board authorized setting up consultation meetings with stakeholder groups prior to third reading of Bylaw 1619. However on March 27, 2012 the Regional Board passed resolutions

to defer these meetings and directed staff to review alternative acquisition and capital project funding options.

This report will analyze three options that could be considered by the Regional Board. They include: proceeding with the proposed DCC bylaw, raising the parcel tax rate, or maintaining the current parcel tax rate.

## ALTERNATIVES

1. That the Regional Parks DCC Bylaw 1619 be advanced as originally planned following public consultation public meeting with stakeholder groups.
2. That the Regional Parks parcel tax be raised from 12.00 per parcel to an agreed upon amount and Bylaw 1619 be withdrawn.
3. That the Regional Parks Parcel Tax be kept at 12.00 per parcel and the Regional Parks DCC Bylaw 1619 not be implemented at this time.

## FINANCIAL IMPLICATIONS

### Alternative #1

Development cost charges can be used to fund regional park land acquisitions and certain types of park improvements. The purchase cost of land identified for acquisition is estimated at \$65 million (excluding \$30 million in Crown Lands). The estimated cost for improvements for both regional parks and regionally significant municipal parks over a 30 year horizon is \$14 million, for a total of \$79 million.

After taking into account factors required under the Local Government Act in Developing a DCC (i.e. sources of other funding, percentage benefit to existing users vs. future users and an "assist" factor), the net costs recoverable for a Regional Parks and Trails DCC program is estimated as:

Total value of land acquisitions/improvements	\$79.0 million
Less: Grants/Other sources of funding (25%)	<u>(19.8 million)</u>
	\$59.2 million
Allocated to existing users (59%)	<u>(34.9 million)</u>
	\$24.3 million
Assist factor (legislated at minimum of 1%)	<u>(.2 million)</u>
Total Recoverable for DCC purposes	<u>\$24.1 million</u>

Population in the region has been projected to grow at 1.8% annually, with residential occupancy estimated at 2.3 persons single residential unit, 1.7 persons per multi-residential unit and 1.2 persons per unit for congregate care buildings. Applying the proposed rates to the projected housing units suggested in the 2007 Urban Futures population report suggests DCC revenues of \$19 to \$20 million. Staff conclude that the anticipated DCC revenues are reasonably consistent with the expected housing development.

### Alternative #2 and #3

At present, the 12.00 parcel tax generates \$821,000 per year that can be used for regional parkland acquisition, their related Management Plan, and capital projects such as the construction of bridges along the regional trail system. The current growth trend would add \$4,800 per year with the addition of new parcels. Each dollar increase to the parcel tax would raise approximately \$68,400 per year.

The Regional District will be securing long term debt for a 20 year period for the acquisition of Moorecroft Regional Park, with an estimated annual cost of \$39,000 dollars. The last financial commitment for other parkland acquisitions is in 2012, in which \$60,000 is paid to The Nature Trust of BC for the fifth and final installment that will obtain 50% title share of the property.

In the coming years, the current Five Year Financial Plan which is at the \$12.00 level shows some significant investments in bridge development for the Regional Trail System, therefore the contribution to reserves fluctuates between \$180,000 and \$300,000 up to 2016. The Plan then shows in 2017 \$545,000 is available to be added to reserves.

### **SUSTAINABILITY IMPLICATIONS**

Securing additional funding for the acquisition of Regional Park would allow the Regional District to continue to protect valuable ecosystems, as well as preserve important wildlife and habitat areas in addition to providing outdoor wilderness recreation areas for residents and guests of the region to enjoy in perpetuity.

### **CONCLUSION**

In 2006 staff were requested by the Regional Board to review the establishment of a Regional Parks Development Costs Charge. The purpose was to securing additional funding, related to growth, for the acquisition of Regional Park to provide for the Regional District to continue to protect park and conservation lands in addition to providing outdoor wilderness recreation areas for residents and guests.

During the past five years implication studies have been conducted, meeting with stakeholder groups and member municipalities have taken place, criteria systems implemented and a draft bylaw was developed for Board approval.

As the economic climate has changed since 2006, concerns has been expressed by the Board that advancing the Development Cost Changes for Regional Parks is not appropriate at this time and further, the current parkland acquisition list needs to be revisited and reprioritised by the Board.

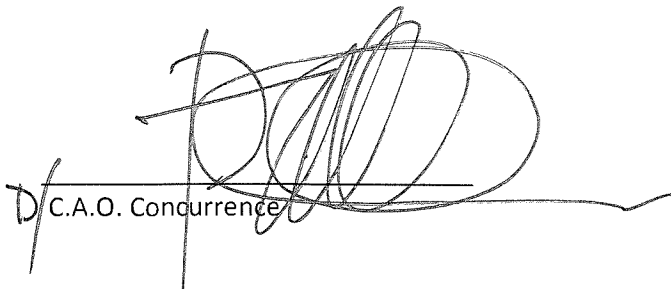
It is therefore recommended that advancement of the Regional Parks development Charge Bylaw 1619 not be implemented at this time and the Board review the regional parkland acquisition list prior to making any further adjustment to the Regional Parks Parcel Tax.

**RECOMMENDATION**

That the proposed Regional Parks Development Charge Bylaw 1619 not be implemented at this time and the Board review the regional parkland acquisition list prior to making any further adjustment to the Regional Parks Parcel Tax.



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

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

**REGIONAL DISTRICT OF NANAIMO**

**MINUTES OF THE SUSTAINABILITY SELECT COMMITTEE  
MEETING HELD ON WEDNESDAY, JUNE 13, 2012 AT 2:00 PM  
IN THE RDN COMMITTEE ROOM**

**Present:**

Director J. Stanhope	Chairperson
Director A. McPherson	Electoral Area A
Director H. Houle	Electoral Area B
Director M. Young	Electoral Area C
Director B. Veenhof	Electoral Area H
Alternate	
Director J. De Jong	District of Lantzville
Director D. Brennan	City of Nanaimo
Alternate	
Director C. Burger	City of Parksville
Director D. Willie	Town of Qualicum Beach

**Also in Attendance:**

Director J. Fell	Electoral Area F
P. Thorkelsson	General Manager of Development Services
C. Midgley	Manager, Energy & Sustainability
J. Frumento	Sustainability Coordinator
N. Hewitt	Recording Secretary

**Regrets:**

Director B. Dempsey	District of Lantzville
Director J. Kipp	City of Nanaimo
Director M. Lefebvre	City of Parksville
M. Donnelly	Manager, Water Services

**CALL TO ORDER**

The Chairperson welcomed Alternate Directors De Jong and Burger to the meeting.

**MINUTES**

MOVED Director Veenhof, SECONDED Director Houle, that the minutes of the Sustainability Select Committee meeting held on Wednesday, April 18, 2012 be adopted.

CARRIED



## REPORTS

### **Memorandum of Agreement – Regional Emission Reduction Projects.**

MOVED Director Brennan, SECONDED Director Willie, that the Regional Emission Reduction Projects Memorandum of Agreement be endorsed by the RDN Board and forwarded to the member municipalities.

CARRIED

### **Revised Eligibility Criteria for Electric Vehicle Charging Station.**

MOVED Director Veenhof, SECONDED Director Houle, that the RDN revise the eligibility criteria for the EV charging station rebate.

CARRIED

### **Provincial Incentives for Electric Vehicle Planning and Infrastructure.**

MOVED Director Veenhof, SECONDED Director Willie, that the RDN Board support a regional scale application for Provincial incentives for electric vehicle planning and charging infrastructure.

CARRIED

### **Community Energy and Emissions Plan (Verbal Presentation).**

MOVED Director Veenhof, SECONDED Director Houle, that the presentation be received.

CARRIED

## NEW BUSINESS

MOVED Director Willie, SECONDED Director Houle, that the Board send a letter of support for common rates, amalgamation and rate design application currently being undertaken by FortisBC to the Honourable Rich Coleman, Minister of Energy and Mines.

CARRIED

## ADJOURNMENT

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

CARRIED

Time: 3:29 pm

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CHAIRPERSON

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**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** June 6, 2012

**FROM:** Chris Midgley  
Manager, Energy and Sustainability

**FILE:**

**SUBJECT:** Memorandum of Agreement – Regional Emission Reduction Projects

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#### PURPOSE

To consider support for a Memorandum of Agreement between the Regional District of Nanaimo, the City of Nanaimo, the District of Lantzville, the City of Parksville and the Town of Qualicum Beach to undertake regional emission reduction projects in pursuit of carbon neutral operations.

#### BACKGROUND

The Regional District of Nanaimo and each of the four member municipalities are signatories to the Climate Action Charter - a non-legally binding commitment between the signatory local government, the Union of BC Municipalities, and the Province of BC signalling the intent of all parties to show leadership in taking collaborative action on reducing emissions causing climate change.

Specifically, articles 5(a)(i)-(iii) of the Charter state that signatory local governments agree to develop strategies and take actions to achieve the following goals:

- Being carbon neutral in respect of their operations by 2012;
- Measuring and reporting on their community's GHG emissions profile; and
- Creating complete, compact, more energy efficient rural and urban communities.

Of these, the commitment to achieve carbon neutral operations has generated the greatest discussion.

In the simplest terms, carbon neutral operations means that there is no net increase in atmospheric greenhouse gases as a result of local government operations. To achieve this, local governments must:

1. **Inventory:** Identify all sources of greenhouse gas emissions within their corporate operations and measure those emissions in units of carbon dioxide equivalent (CO<sub>2</sub>e);
2. **Reduce:** Reduce those emissions however practical;
3. **Offset:** Purchase carbon offsets<sup>1</sup> for the emissions that cannot be reduced; and
4. **Report:** Publicly report on progress toward this goal on an annual basis.

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<sup>1</sup> An offset is a financial instrument that represents a reduction or removal of one tonne of greenhouse gas emissions. The offset acts as an investment in project that could not occur without the financial contribution in the form of the offset. The attribute that a project could not have occurred without the offset is an essential criterion commonly referred to as 'additionality'.

The reason the carbon neutral commitment has generated so much discussion orients around the implications of purchasing offsets for emissions that cannot be reduced.

Financially, carbon offsets for corporate emissions represent a new cost to local governments. In reality, the costs involved are relatively small, as outlined in the Financial Implications below. Typically, the dollar value of offset purchases has not been the source of controversy. Concern has instead focused on the legitimate perception that purchasing offsets represents investing local taxpayer dollars outside the community or region a local government represents. Considering a local government’s responsibility is to foster the social, economic and environmental well-being of the communities they serve, spending local taxes on projects that benefit private interests outside the RDN seems contradictory to this duty.

Addressing this concern requires taking a proactive approach to developing regional emission reduction projects that offer multiple benefits to residents of the region. The RDN has undertaken research in recent years to clarify how this could work. A key finding of one research project, “*Carbon Management in the RDN: Rural Removals, Reservoirs and Sinks*” was that developing local emission reduction projects would be difficult for the RDN acting alone because of the relatively small quantity of emissions to offset (about 2,000 tonnes of CO<sub>2</sub>e). With so few emissions, the fixed cost of offset project management and verification would overwhelm total project costs. The threshold to reach before seriously considering a custom, local project is suggested to be approximately 10,000 tonnes CO<sub>2</sub>e.

Taken together, corporate emissions from the Regional District of Nanaimo and the four member municipalities approach this 10,000 tonne threshold. Table 1 provides an estimated emission inventory for each of the local governments in the RDN.

**TABLE 1: Estimated Corporate Emissions Inventories for RDN Local Governments**

Local Government	Estimated 2012 Emissions (tonnes CO <sub>2</sub> e)*
Regional District of Nanaimo	1,805
City of Nanaimo	6,360
District of Lantzville	43
City of Parksville	432
Town of Qualicum Beach	624
<b>Total</b>	<b>9,264</b>

\*Source: Extrapolations from Corporate Energy and Emission Plans developed between 2005-2007

Consolidating five corporate emission inventories into a single, aggregated regional local government emission inventory spreads fixed costs of project development and implementation over a greater quantity of emissions to be reduced, enhancing the financial viability of emissions reduction projects.

In addition, by acting together, the concept of a 'local' project is expanded to the boundaries of the entire region, including municipal jurisdictions. This increases the opportunities for a wide range of project types across a larger, more diverse geographical area when compared to acting alone.

For these reasons, the Memorandum of Agreement provided as Appendix 1 formalizes a collaborative, region-wide approach to developing, investing in, and implementing regional emissions reduction projects for the purpose of achieving corporate carbon neutral operations.

#### **ALTERNATIVE**

1. That the Regional Emission Reduction Projects Memorandum of Agreement be endorsed.
2. That the Regional Emission Reduction Projects Memorandum of Agreement be revised.
3. That alternate direction be provided to staff.

#### **LEGAL IMPLICATIONS**

The attached Agreement has been reviewed deemed appropriate by the solicitor for the Regional District of Nanaimo. It is not intended as a legally binding agreement with the full force and effect that would entail.

Instead, the attached MOA is intended as a general commitment to work together on mutually beneficial projects that fulfill each local government's obligation to achieve carbon neutral operations by investing in regional emission reduction projects, and lays out the minimum criteria for participating in that effort.

For example, Section 2.4 in the Agreement states that:

*Nothing in this agreement obliges any or all Parties to participate in a particular regional emission reduction project, or prevents any or all parties from opting out of a particular emission reduction project.*

Similarly, the Agreement is not intended to supersede the authority of the RDN Board of Directors. As noted in Section 4.6:

*Nothing in this agreement is intended to fetter the discretion of the RDN Board of Directors to provide final approval to proceed with a project, including the release of reserve funds for detailed project development and implementation.*

#### **FINANCIAL IMPLICATIONS**

There are various financial implications associated with achieving carbon neutral operations, notably the dedication of staff resources to understand, measure and report on corporate emissions and the actual dollar cost of offsetting emissions. These costs are attributable to the commitment to achieve carbon neutral operations, and would be incurred with or without participating in this Agreement.

Table 2 shows estimated offset costs for each local government in the region as a proportion of total annual expenditures when using the common default value of \$25 per tonne for purchasing offsets:

**TABLE 2: Estimated Offset Costs as a Proportion of Total Annual Expenditures for RDN Local Governments**

<b>Local Government</b>	<b>Total Annual Expenditures (2012 Budget)</b>	<b>Total Estimated Offset Cost (Based on \$25/tonne)</b>	<b>Total Offset Cost as a Percent of Total Annual Expenditures</b>
Regional District of Nanaimo	\$91,063,523	\$45,125	0.05%
City of Nanaimo	\$160,370,000	\$159,000	0.10%
District of Lantzville	\$2,625,519	\$1,075	0.04%
City of Parksville	\$10,724,700	\$10,800	0.10%
Town of Qualicum Beach	\$12,304,766	\$15,600	0.13%
<b>Total</b>	<b>\$277,088,508</b>	<b>\$231,600</b>	<b>0.08%</b>

Financial implications that result from participating in this Agreement include an increased dedication of staff time due to the effort needed to identify and implement credible regional emission reduction projects. This is in contrast to the ease of effort in simply purchasing offsets from a third party such as the Pacific Carbon Trust or Offsetters. Absorbing the cost of additional staff effort produces the benefit of investing over \$230,000 in local RDN communities for the direct benefit of local residents, rather than sending that money out of local jurisdictions. This significant financial benefit to local communities is the fundamental reason for participating in the Agreement.

**SUSTAINABILITY IMPLICATIONS**

By participating in an Agreement to develop and invest in regional emission reduction projects for the purpose of achieving carbon neutral operations, the RDN and member municipalities will be acting collaboratively to take action on climate change by offsetting corporate emissions while also ensuring that doing so results in direct benefits for residents of the region. In addition, investing the cost of offsets in projects within the region generates opportunities for local businesses to develop in this emerging sector. This is consistent with Board policies, priorities and values that acknowledge the importance of taking action to address climate change, recognize the opportunities to strengthen and diversify the local economy, and use tax dollars in a way that balances fiscally responsibility with fostering the social, economic and environmental well-being of residents in the region.

**SUMMARY/ CONCLUSIONS**

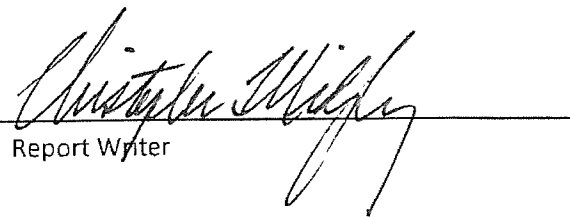
The Regional District of Nanaimo, the City of Nanaimo, the District of Lantzville, the City of Parksville and the Town of Qualicum Beach are all signatories to the Climate Action Charter, which commits each jurisdiction to achieve carbon neutral operations for the year 2012 and beyond. This commitment involves offsetting corporate emissions, which creates a new cost to local governments. While the actual

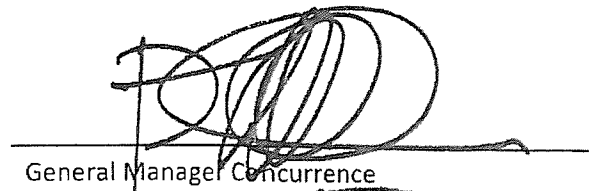
cost is relatively low when considered in the context of overall annual local government expenditures, the fact that this could entail investing local tax dollars outside a community a local government serves has generated considerable controversy.

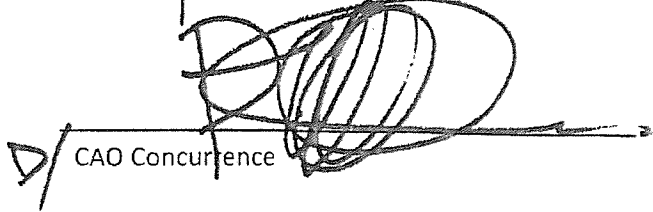
To overcome this principled objection to purchasing offsets, the attached Memorandum of Agreement concerning Regional Emission Reduction Projects establishes a commitment to collaborate on the development and implementation of emission reduction projects within our region. This is intended to ensure that any investment by local governments in achieving carbon neutral operations remains within and directly benefits residents of the Regional District of Nanaimo and member municipalities. There are challenges and costs associated with this approach, but the end result will be significant benefits from local tax dollars remaining with the community as well as increased support for development of the economic sector emerging around the practice of carbon measurement and management.

**RECOMMENDATION**

That the Regional Emission Reduction Projects Memorandum of Agreement be endorsed by the RDN Board and forwarded to the member municipalities.

  
Report Writer

  
General Manager Concurrence

  
CAO Concurrence

**APPENDIX 1:  
Regional Emission Reductions for Carbon Neutral Operations**

**Memorandum of Agreement**

THIS AGREEMENT made the            day of            , 2012,

BETWEEN:

**REGIONAL DISTRICT OF NANAIMO**

a corporation incorporated under the *Local Government Act*  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

(the "RDN")

AND:

**CITY OF NANAIMO**

a municipal corporation incorporated under the *Local Government Act*  
455 Wallace Street  
Nanaimo, BC V9R 5J6

("Nanaimo")

AND:

**DISTRICT MUNICIPALITY OF LANTZVILLE**

a municipal corporation incorporated under the *Local Government Act*  
7192 Lantzville Road, P.O. Box 100  
Lantzville, BC V0R 2H0

("Lantzville")

AND:

**CITY OF PARKSVILLE**

a municipal corporation incorporated under the *Local Government Act*  
100 E. Jensen Avenue, P.O. Box 1390  
Parksville, BC V9P 2H3

("Parksville")

AND:

**TOWN OF QUALICUM BEACH**

a municipal corporation incorporated under the *Local Government Act*  
201 - 660 Primrose Street, P.O. Box 130  
Qualicum Beach, BC V9K 1S7

("Qualicum Beach")

(Jointly known as "the Parties"; and in reference to municipal corporations only [exclusive of the RDN], jointly known as "the Member Municipalities".)

**WHEREAS:**

- A. The RDN under the *Local Government Act*, and the Member Municipalities under the *Community Charter*, each have the power to make agreements with other public authorities respecting the undertaking, provision and operation of activities, works and services; and
- B. The RDN under the *Local Government Act*, and the Member Municipalities under the *Community Charter*, each include among their purpose fostering the economic, social and environmental well-being of their respective communities; and
- C. Each of the Parties are signatories to the Climate Action Charter; and
- D. Article 5(a)(i) of the Climate Action Charter states that in order to contribute to reducing Greenhouse Gas (GHG) emissions, signatory Local Governments agree to develop strategies and take actions to achieve being carbon neutral in respect of their operations by 2012; and
- E. Achieving Carbon Neutral Operations will require investment in projects that result in quantifiable, credible and verifiable reductions in GHG emissions.
- F. The Parties now wish to collaborate in a manner to ensure that investment in emission reduction projects fosters the economic, social and environmental well-being of the communities and jurisdictions that comprise the region, and in a manner that falls within their authorities under the *Community Charter* and *Local Government Act*.

**NOW THIS AGREEMENT WITNESSES** that in consideration of their mutual aspirations and obligations, the Parties agree with the others as follows:

**PART 1: DEFINITIONS**

- (a) **Additional:** The concept that a project's emission reductions and/or removal enhancements must go beyond what would have occurred in the absence of the project. Generally, projects are deemed to be additional when the incentive of having a greenhouse gas reduction recognized as an emission offset or reduction credit overcomes or partially overcomes financial, technological or other obstacles to carrying out the project.
- (b) **Carbon Dioxide Equivalent (CO<sub>2</sub>e):** A universal unit of measurement for greenhouse gas emissions based on the relative climate impact, or global warming potential, of six classes of greenhouse gases: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), and sulphur hexafluoride (SF<sub>6</sub>). Carbon dioxide equivalent is usually measured in tonnes, but any unit of mass can be used.
- (c) **Carbon Neutral Operations:** An outcome of an organization's management of energy use and emissions such that there is no net increase in carbon dioxide equivalent entering the atmosphere as a result of an organizations normal activities.
- (d) **Corporate Emission Inventory:** For this agreement, the total quantity of emissions, measured in tonnes of CO<sub>2</sub>e produced by a local government as a result of the energy used in the delivery of its services.
- (e) **Corporate Energy Use:** The total energy consumed in the delivery of local government services, including fossil fuels and electricity.



- (f) **Credible:** With respect to an offset or emission reduction, credible means supported by calculations and compliant with procedures or policies that include a description of quality assurance and quality control, record keeping and data management.
- (g) **Emissions:** Substances released into the atmosphere. Emissions occur through natural processes and as a result of human activities. For this agreement, emissions refer specifically to greenhouse gas emissions, as defined below.
- (h) **Emission Factor:** The total quantity of greenhouse gases emitted per unit of energy consumed, as measured in units of CO<sub>2</sub>e.
- (i) **Emission Reduction Project:** A project that results in a real, additional, credible and quantifiable reduction in greenhouse gas emissions, or removal of atmospheric greenhouse gases.
- (j) **Greenhouse Gases (GHGs):** The atmospheric gases responsible for causing global warming and climate change. The major GHGs are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O). Less prevalent but very powerful greenhouse gases are hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF<sub>6</sub>).
- (k) **Global Warming Potential:** The relative measure of how much heat a greenhouse gas traps in the atmosphere. Global warming potential is calculated over a specific time interval, commonly 100 years, and is expressed in relation to carbon dioxide, which has a global warming potential of one.
- (l) **Lead Party:** The jurisdiction within the Regional District of Nanaimo selected to research, develop, **implement** and coordinate a regional emission reduction project.
- (m) **Local:** For the purpose of this agreement, local means within boundaries of the Regional District of Nanaimo, including member municipalities.
- (n) **Local Government Operations:** All activities undertaken by an incorporated local government, whether a municipality or regional district, in the delivery of the services it provides.
- (o) **Management Committee:** For the purpose of this agreement, the Management Committee is comprised of the Chief Administrative Officers of the Regional District of Nanaimo, the District Municipality of Lantzville, the City of Parksville and the Town of Qualicum Beach, and the Deputy City Manager of the City of Nanaimo, or their appropriately designated alternate.
- (p) **Offset :** A carbon offset is a financial instrument that represents a reduction or removal of one tonne of **greenhouse** gas emissions. The offset acts as an investment in a reduction or removal project that could not occur without the financial contribution in the form of the offset.
- (q) **Offset Cost:** The dollar value of a carbon offset, as paid per tonne of GHG emission reductions or removals.
- (r) **Pacific Carbon Trust:** The Provincial Crown corporation established in 2008 to deliver BC-based greenhouse gas offsets, to help clients meet their carbon reduction goals and to support the growth of BC's low-carbon economy.

- (s) **Protocol:** The established, recognized and generally accepted set of methods and procedures for determining the total quantity of offsets or reduction credits associated with an emission reduction project.
- (t) **Quantifiable:** With respect to an offset or emission reduction, quantifiable means capable of being measured in units of CO<sub>2</sub>e according to generally accepted methods or protocols.
- (u) **Regional:** For the purpose of this agreement, regional means within boundaries of the Regional District of Nanaimo, including member municipalities. Same as 'local', above.
- (v) **Regional Local Government Emission Inventory:** The aggregated emission inventory made up of the individual corporate emission inventories for each of the local governments that comprise the Regional District of Nanaimo.
- (w) **Regional Emission Reduction Project:** An emission reduction project that occurs within the boundaries of the Regional District of Nanaimo, including the member municipalities.
- (x) **Reduction Credit:** A verified, non-salable credit representing one tonne of CO<sub>2</sub>e that results from projects undertaken for the purpose of reducing a corporate or regional local government inventory.
- (y) **Reserve Fund:** A statutory fund created by bylaw by a municipal council or a regional board to set aside funds for a specified purpose.
- (z) **Verifiable:** The ability to check or test, by an independent and certified party, to ensure that an emission reduction project actually achieves emission reductions commensurate with the credits or offsets it receives.

## **PART 2: AGREEMENT**

### **Rationale**

- 2.1 Emission reduction projects that foster the economic, social and environmental well-being of the communities and jurisdictions that comprise the region are those that retain local tax dollars within the region; provide direct, tangible benefits to residents of the region; and result in credible, quantifiable reductions in GHG emissions.
- 2.2 For each party acting individually, the ability to undertake emission reduction projects of a sufficient scale to achieve carbon neutrality within its own boundaries may be limited by:
  - (a) A lack of available opportunities due to the constraints of attempting to operate within a specific geographic area; and
  - (b) An insufficient corporate emission inventory to implement an economically viable emission reduction project, as measured by cost per tonne of emissions.
- 2.3 By acting together, the ability to undertake emission reduction projects of a sufficient scale to achieve carbon neutrality within the region may be enabled by:
  - (a) Increased opportunities for a wide range of potential project types available across a larger, diverse geographic area; and

- (b) Enhanced financial viability of projects resulting from a larger, aggregated regional corporate emission inventory, allowing fixed project costs to be distributed over a greater quantity of emissions to be reduced.

**Purpose**

2.3 For these reasons, the Parties have established this agreement for the following purposes:

- (a) to formalize a collaborative, region-wide approach to developing, investing in, and implementing regional emission reduction projects for the purpose of achieving carbon neutrality with respect to local government operations;
- (b) to establish a process for consolidating the emissions measured individually by each of the Parties into a single, regional local government emission inventory in order to determine the quantity of emissions, as measured in tonnes of carbon dioxide equivalent (CO<sub>2</sub>e), to be reduced on an annual basis; and
- (c) to create the financial mechanism(s) necessary to enable each of the Parties to contribute a dollar amount equal to their individual corporate emission inventory multiplied by an agreed upon price per tonne of CO<sub>2</sub>e for investing in regional emission reduction projects.

2.4 Nothing in this agreement obliges any or all Parties to participate in a particular regional emissions reduction project, or prevents any or all Parties from opting out of a particular regional emission reduction project.

**PART 3 NATURE OF OBLIGATIONS**

**Maintain a Corporate Emission Inventory**

3.1 Each Party agrees to track and record corporate energy use associated with the delivery of local government services. The reporting requirements for energy consumption necessary to access the Provincial Climate Action Revenue Incentive Program (CARIP) provide the minimum necessary information for fossil fuel use. Corporate electricity consumption must also be tracked and recorded. Energy use will be tracked in the following units:

Electricity	.....	kwh
Natural Gas	.....	GJ or m <sup>3</sup>
Gasoline	.....	litres
Diesel	.....	litres
Propane	.....	litres
Heating Oil	.....	litres

Any other fuel sources consumed in the delivery of local government services as indicated on the CARIP reporting template.

3.2 Total energy consumption for different energy sources will be converted to tonnes of carbon dioxide equivalent (t CO<sub>2</sub>e) in a manner consistent with accepted methodologies, and using accepted emission factors. The *Draft Methodology for Reporting B.C. Local Government Greenhouse Gas Emissions* produced by the BC Ministry of Environment dated August, 2011 or later, and as updated from time to time includes emission factors for each of the above-noted fuels, and provides an accepted methodology for calculating corporate emission inventories.

- (a) Emission factors for a variety of common energy sources, as listed in the *Draft Methodology for Reporting B.C. Local Government Greenhouse Gas Emissions* are attached as Schedule 1 to this agreement.
- 3.3 Unless the Parties agree otherwise, it will be the responsibility of staff at the RDN to aggregate the energy use data or corporate emission inventories provided by the Parties into one regional local government emission inventory.
- 3.4 The Parties agree to provide consumption data for electricity and fossil fuels to the RDN for the purpose of aggregation twice yearly, as near as reasonably possible to June 30; and as near as reasonably possible to December 31.
- 3.5 Paragraph 3.4 is intended to distribute the work load required to develop a regional local government emission inventory over the course of a year. If meeting this provision is not possible for one or more of the Parties, it is imperative that annual consumption data or an annual corporate emission inventory be shared as soon after December 31 as is reasonably possible.
- 3.6 If a Party fails to, or chooses not to provide energy consumption data or a corporate emission inventory for a given year by the following March 1, that Party will be deemed to have withdrawn from this agreement and is pursuing carbon neutral operations on its own.

#### **Sharing of Emission Quantification Tools**

- 3.7 The Parties agree to share with each other any tools (spreadsheets, software, other) developed or purchased for the purpose of quantifying or inventorying corporate emissions.
- 3.8 When the sharing of quantification tools is not possible because of copyright, contractual or other reasons, the Parties agree to disclose the name of the tool in use, as well as general details regarding the financial and staff resource implications associated with the use of the tool.
- 3.9 If a tool for calculating emissions becomes available that meets the needs of local governments in British Columbia, and that facilitates the implementation of this collaborative agreement, the Parties agree to consider investing in that tool.
- 3.10 The Parties agree to pursue discussions with the Province to determine whether the SMARTTool, developed by the Province of British Columbia, can meet the collective need outlined in this agreement.

#### **Establish a Reserve Fund for the Purpose of Investing in Regional Emission Reduction Projects**

- 3.11 Insofar as they lawfully can, the Parties agree to use their respective authorities to establish a statutory reserve fund by bylaw, for the purpose of investing in regional emission reduction projects.
- 3.12 The purpose of the Reserve Funds referred to in paragraph 3.11 is that each Party would transfer into its reserve fund a dollar amount that equals the total quantity of local government emissions generated in a calendar year as measured in tonnes of CO<sub>2</sub>e multiplied by an agreed upon dollar value per tonne.
- 3.13 For emissions generated in the year 2012, the dollar value per tonne will be \$25.00.

- 3.14 The Parties agree to reassess this dollar value per tonne annually at a time that coincides with annual budget preparations.
- 3.15 If the parties are unable to agree on a dollar value per tonne of CO<sub>2</sub>e after thirty (30) days, then the dollar value per tonne will be deemed to be the dollar value per tonnes for carbon offsets sold through the Pacific Carbon Trust.
- 3.16 If a Party fails to or chooses not to set aside funds for the purpose of investing in regional emission reduction projects by the end of each fiscal year, that Party will be deemed to have withdrawn from this agreement.

#### **Identify and Share Potential Regional Emission Reduction Project Ideas**

- 3.17 All parties are encouraged to identify potential regional emission reduction projects.
- 3.18 All Parties are encouraged to solicit regional emission reduction project ideas from their constituents, including members of the public, non-government organizations and the local business community.
- 3.19 Any Party may, of its own accord, undertake research or engage qualified consultants to identify potential emission reduction projects.
- 3.20 Any Party undertaking such work agrees to share Requests for Proposals, Requests for Qualifications, the results of such work, and any other related files with the other Parties.
- 3.21 Regional emission reduction projects must adhere to accepted emission reduction or offset protocols and/ or methodologies.
  - (a) If a regional emission reduction project appears to have merit, but a formal protocol is absent, the Parties may develop a project protocol or methodology. Should this work be undertaken, the Parties agree to collaborate with the Green Communities Committee (GCC) to ensure that any protocol or methodology developed provides a benefit to other local governments in British Columbia
- 3.22 The costs of such work will be borne entirely by the Party undertaking the work until the project has the support of the remaining Parties.
- 3.23 Once a potential regional emission reduction project idea is identified, the Parties will develop that project in accordance with Part 4: Process

#### **PART 4: PROCESS**

##### **Management Committee**

- 4.1 The project proponent will present the regional emission reduction project idea at the next available Management Committee meeting.
- 4.2 The Management Committee will determine by consensus:
  - (a) whether the project offers sufficient regional benefit, and otherwise appears to merit further investigation;

- (b) whether project implementation is consistent with existing statutes, including local government authorities as described in the *Community Charter, Local Government Act, or other Act* or regulation; and
- (c) which of the Parties has the resources, including available staff and budget to be the Lead Party to lead preliminary project development in a timely way.
- (d) In the absence of agreement of all Parties to pursue a proposed project, nothing in this agreement prevents one or more of the Parties from using any funds set aside under this agreement for the purpose of such projects.

#### **Preliminary Project Development**

- 4.3 The Lead Party will allocate the staff time and other resources necessary to determine, at a minimum:
- (a) a preliminary estimate for the total project cost;
  - (b) a preliminary estimate for the total quantity of emissions reduced as a result of the project; and
  - (c) requirements for third-party involvement for detailed project development and implementation and verification.
- 4.4 Costs associated with preliminary project development must be borne entirely by the Lead Party.

#### **RDN Sustainability Select Committee**

- 4.5 As a Select Committee of the RDN Board of Directors, the Sustainability Select Committee includes representatives from each of the parties to this agreement. A preliminary project report including the information outlined in paragraphs 4.3 (a)-(c) will be prepared by the Lead Party and presented to the RDN Sustainability Select Committee. The Sustainability Select Committee will:
- (a) recommend to the RDN Board that the project proceed as outlined by the Lead Party;
  - (b) recommend to the RDN Board that the project proceed, but with suggested changes or revisions;
  - (c) make some other recommendation.

#### **RDN Board of Directors**

- 4.6 Nothing in this agreement is intended to fetter the discretion of the RDN Board of Directors to provide final approval to proceed with a project, including the release of reserve funds for detailed project development and implementation.

#### **Project Implementation**

- 4.7 Once a project is approved by the RDN Board of Directors:

- (a) the Lead Party will proceed immediately with project development and implementation of the project; and
- (b) all other Parties must pay to the Lead Party within 30 days of RDN Board approval an amount equal to that Party's share of the total estimated project cost as presented to the Board.

#### **Project Cost Sharing**

- 4.8 Unless agreed otherwise, financial contributions toward project development will be provided by all Parties based on the ratio between an individual Party's corporate emission inventory, and the total regional local government emission inventory.
- 4.9 For 2012, an estimate for the regional local government inventory will be determined by summing the individual emission inventories of each Party, as publicly reported in each Party's Climate Action Revenue Incentive (CARIP) Public Report for 2011, or as provided by each Party. This inventory is attached as Schedule 2 to this agreement.
- 4.10 Total project costs for any one year must not exceed the total annual cost for achieving Carbon Neutral Operations as described in Sections 3.12 and 3.13.
- 4.11 The Lead Party will make all reasonable efforts to ensure that approved projects are sufficiently complete to enable the inclusion of reductions in annual public progress reporting toward carbon neutral operations as required by the Province of British Columbia.

#### **PART 5: REPORTING**

##### **Reporting to the Public**

- 5.1 Upon project completion, the Lead Party will provide formal public reporting of results from Regional Emission Reduction Projects to the RDN Board of Directors and Municipal Councils.

##### **CARIP Reporting Template**

- 5.2 Each Party will report their share of reductions resulting from Regional Emission Reduction Projects in the CARIP Reporting Template as provided by the Province, and in accordance with Provincial reporting deadlines.

#### **PART 6: AMENDMENT, TERM, AND WITHDRAWAL**

##### **Amendment**

- 6.1 At the outset of each year of the term of this agreement, all parties will be provided with an opportunity to suggest amendments to this agreement.
- 6.2 At the outset of each year of the term of this agreement, the Parties will review, update and amend as necessary:
  - (a) the dollar value per tonne of CO<sub>2</sub>e;
  - (b) the emission factors for the energy sources that contribute to each Party's corporate emission inventory; and

- (c) the Regional Local Government Emission Inventory, as the cumulative sum of the individual corporate emission inventories for each of the Parties.

#### Term

- 6.3 This agreement will continue until the earlier of:
- (a) the date when any and all commitments or obligations for the Parties to achieve carbon neutral operations are either satisfied or cease;
  - (b) the date when all Parties have withdrawn from this agreement in accordance with Section 5.5 Withdrawal, below; or
  - (c) five years from the date of the making of this agreement, at which point all Parties will have the opportunity to extend this agreement.

#### Withdrawal

- 6.4 A party may withdraw from this agreement, if deemed in its best interest, subject to the following conditions:
- (a) that Party has not already committed to lead a preliminary project development or detailed project development, implementation and verification process;
  - (b) that Party agrees that funds already disbursed or released for the purpose of project development and or implementation cannot be reimbursed.
- 6.5 A Party will be deemed to have withdrawn from this agreement if the obligations under this agreement are not fulfilled.

#### **PART 7: PURCHASE OF CARBON OFFSETS**

- 7.1 If Regional Emission Reduction Projects do not yield reductions equal to or in excess of the Regional Local Government Inventory for a given year, each party may either:
- (a) purchase carbon offsets from a seller of their choice to make up the shortfall; or
  - (b) acknowledge that carbon neutrality will not be achieved for that year, and report on the progress that has been made toward carbon neutrality as a result of reductions from participation Regional Emission Reduction Projects.
- 7.2 Nothing in this agreement prevents any of the Parties from opting to use reserve funds to purchase carbon offsets instead of participating in Regional Emission Reduction Projects.
- 7.3 Opting to purchase carbon offsets over participation in Regional Emission Reduction Projects to achieve carbon neutral operations does not constitute withdrawal from this agreement.
- 7.4 The intent to purchase carbon offsets over participation in Regional Emission Reduction Projects must be made known to all Parties prior to RDN Board approval to implement the Regional Emission Reduction project(s).



IN WITNESS WHEREOF the parties hereto executed this Agreement as of the day month and year first above written.

REGIONAL DISTRICT OF NANAIMO by its authorized signatories: )

\_\_\_\_\_) )  
Name: )

\_\_\_\_\_) )  
Name: )

City of Nanaimo by its authorized signatories: )

\_\_\_\_\_) )  
Name: )

\_\_\_\_\_) )  
Name: )

District Municipality of Lantzville by its authorized signatories: )

\_\_\_\_\_) )  
Name: )

\_\_\_\_\_) )  
Name: )

CITY OF PARKSVILLE by its authorized signatories:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

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TOWN OF QUALICUM BEACH by its authorized signatories:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

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DRAFT

**Schedule 1:  
Emission Factors for Common Energy Sources (2012)**

<u>Energy Source</u>	<u>Unit of Measure</u>	<u>CO<sub>2</sub>e per unit</u>
Electricity	kwh	22-25 grams per kwh
Natural Gas	GJ	51 kg per GJ
Gasoline	litres	2.41 kg per litre
Diesel	litres	2.69 kg per litre
Propane	litres	1.54 kg per litre
Heating Oil	litres	2.84 kg per litre

## Schedule 2:

Draft Regional Local Government Inventory  
(Extrapolated from Corporate Emission Inventories Completed between 2005-2007)

Local Government	Corporate Emission Inventory	Percent of Regional Inventory
City of Nanaimo	6,360	68.6%
District Municipality of Lantzville	43	0.5%
City of Parksville	432	4.7%
Town of Qualicum Beach	624	6.7%
Regional District of Nanaimo	1,805	19.5%
Total	9,264	100.0%

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**TO:** Chris Midgley  
Manager, Energy and Sustainability

**DATE:** June 13, 2012

**FROM:** Jennifer Frumento  
Sustainability Coordinator

**FILE:** 6780-50

**SUBJECT:** Revised Eligibility Criteria for the Electric Vehicle Charging Station Incentive

---

**PURPOSE**

To revise the eligibility criteria for the electric vehicle charging station incentive to increase uptake and demonstrate support for local green industry.

**BACKGROUND**

With a recommendation from the Sustainability Select Committee, the 2012 Green Building incentive program received approval at the regular Board meeting held April 24, 2012. The Program now includes an incentive for the purchase of a residential Level 2 electric vehicle (EV) charging station. Five \$250 rebates for the installation of an EV charging station are available as of May 1, 2012 to eligible residents.

The intent of the incentive is to enable residents to install a residential Level 2 Electric Vehicle Charging Station, providing immediate emission reductions and encouraging clean energy vehicle deployment in the Regional District. The incentive currently requires residents' participation in the Provincial incentive program for Clean Energy Vehicles, which became effective December 1, 2011. The Provincial program requires the purchase of a new EV from a major vehicle manufacturer. The proposed changes to the eligibility criteria are to align the eligibility date with the Provincial program and to allow the inclusion of charging stations for hydrocarbon vehicles converted to EVs.

Based on the number of electric vehicles sold to residents in the RDN, it is expected that the uptake of the EV charging station rebate will be low, therefore aligning the eligibility date with the Provincial program is not likely to jeopardize the availability of incentives over 2012. Aligning the RDN eligibility date with the Provincial program will eliminate possible confusion around multiple start dates and allow for the inclusion of any early adopters in the Region.

Converting an existing hydrocarbon fuelled vehicle to an EV ensures that a fully operable vehicle can be made emissions-free, providing immediate emissions reductions as well reducing the resources required to scrap the vehicle and replace it with a newly manufactured EV. A local company based in Electoral Area F performs conversions and sells kits to convert hydrocarbon fuelled vehicles to EVs. Because they are not selling new EVs, they are not included in the Provincial Clean Energy Vehicle program. Changing the eligibility requirements for the RDN incentive to include converted vehicles would demonstrate support for local green industries and encourage the permanent conversion of vehicles already on the road into emissions-free EVs.

**ALTERNATIVES**

1. That the RDN modify the eligibility criteria for the EV charging station rebate.
2. That the RDN not modify the eligibility criteria for the EV charging station rebate.

**FINANCIAL IMPLICATIONS**

The Green Building Incentive program currently includes five \$250 incentives for a total of \$1,250. The proposed changes may encourage the incentives to be distributed quicker, but no new funds are required.

These changes are also not expected to add to administration time, as the number of incentives is small and the verification of the converted vehicles can be made simple by requesting a copy of the invoice for the conversion as well as the charging station.

**SUSTAINABILITY IMPLICATIONS**

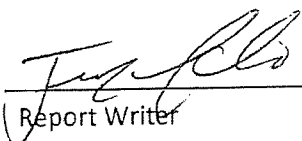
Modifying the eligibility criteria of the EV Charging Station incentive to align with dates for the Provincial rebate program and to include charging stations for converted EVs will encourage a greater uptake of EVs in the Region. A greater penetration of EVs in the RDN will support several of the Board's Strategic Priorities, including encouraging clean energy, reducing GHG emissions, and encouraging local green businesses.

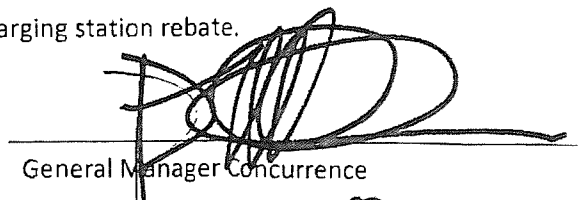
**SUMMARY/ CONCLUSIONS**

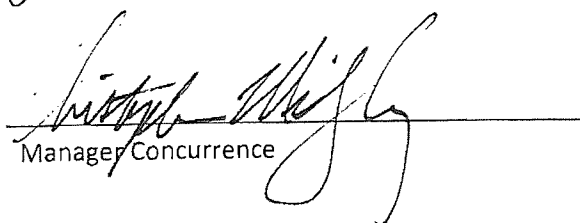
Encouraging the deployment of EVs in the Region contributes to several of the Board's Strategic Priorities, provides immediate emission reductions and encourages clean energy vehicle deployment in the Regional District. The changes proposed to the EV Charging Station incentive will encourage a greater uptake without increasing the cost or administrative demands of the Program. Changing the eligibility requirements to include converted vehicles demonstrates support for local green industries and encourages the permanent conversion of vehicles already on the road into emissions-free EVs. Aligning the eligibility date with the Provincial Clean Energy Vehicle program will ensure there is no confusion among residents wishing to participate in both programs.

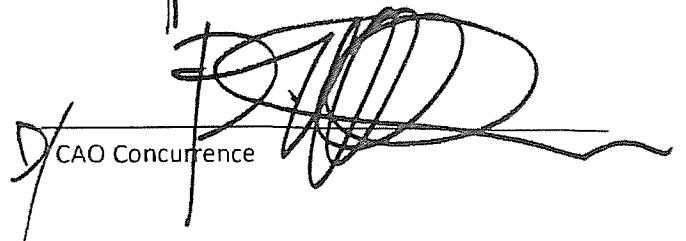
**RECOMMENDATION**

That the RDN revise the eligibility criteria for the EV charging station rebate.

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

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

  
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Manager Concurrence

  
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CAO Concurrence

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**TO:** Paul Thorkelsson  
General Manager, Development Services

**DATE:** June 7, 2012

**FROM:** Chris Midgley  
Manager, Energy and Sustainability

**FILE:**

**SUBJECT:** Provincial Incentives for Electric Vehicle Planning and Infrastructure

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**PURPOSE**

To update the committee on Provincial incentives for electric vehicle planning and charging infrastructure.

**BACKGROUND**

For 2012, the RDN has budgeted \$35,000 to undertake an electric vehicle readiness plan and to invest in supporting infrastructure at RDN facilities. The source of the funding for this work is the Community Works Fund, which necessitates that the project focuses exclusively on Electoral Areas.

Since approving this project, the Province of BC has announced a planning and infrastructure incentive program to encourage increased deployment of electric vehicles across the Province. The Provincial funding provides up to 75% of eligible planning costs to a maximum of \$6,000 plus \$0.10 per capita. For the Regional District of Nanaimo, this would total approximately \$20,800. Applicants must also commit to installing one Level 2 charging station per \$1,000 received in planning support. Charging stations identified in the planning process will be pre-approved for the \$4,000 infrastructure incentive.

The opportunity here relates to the fact that the budget for the RDN Electric Vehicle Readiness Program can leverage support from the Provincial program, enabling the completion of a Regional Electric Vehicle Readiness Plan that includes the member municipalities. Senior staff at member municipalities have expressed interest in pursuing for a collaborative Electric Vehicle Readiness Plan.

The deadline to submit an application is June 27<sup>th</sup>, with completion of the planning phase by November 30<sup>th</sup>, 2012. Charging stations funded through the program must be installed by March 31<sup>st</sup>, 2013.

The RDN is prepared to lead the application process, and will coordinate with staff at the member municipalities as necessary to complete an application that best suits regional needs and expectations. Neither Board nor Committee endorsement is required to complete the application, though a Sustainability Select Committee recommendation to proceed with an application would demonstrate a commitment to the initiative at the highest levels of leadership in the organization.

## **ALTERNATIVE**

1. That the RDN Board support a regional scale application for Provincial incentives for electric vehicle planning and charging infrastructure.
2. That this report be received for information purposes only.

## **FINANCIAL IMPLICATIONS**

The Province of BC is providing up to \$6,000 plus \$0.10 per capita for eligible applicants. Successful applicants are expected to install one charging station per thousand dollars in planning assistance, and each station identified in the planning phase will be pre-approved for up to \$4,000 in infrastructure incentives.

Additional to this funding is \$35,000 already budgeted for an RDN Electric Vehicle Readiness Plan. Funding support from the Province will allow a greater portion of the RDN budget to focus on policy development such as zoning OCP amendments (an ineligible cost for the program, but an essential component to a comprehensive plan), as well as RDN-owned infrastructure. This in turn reserves a greater portion of the Provincial incentives for planning in municipal jurisdictions and infrastructure owned by other interests, such as local malls or other parties identified through the planning process

## **SUSTAINABILITY IMPLICATIONS**

Widespread adoption of electric vehicles is critical if transportation related greenhouse gas emissions are ever to be reduced. The lack of available charging infrastructure is one factor that inhibits the widespread adoption of electric vehicles. The RDN has recognized this and has committed resources to determining how best to prepare the region for electric vehicles, as well as to direct incentives to early adopters through the green building incentive program. The Province has also recognized this challenge and is moving aggressively to overcome the lack of publicly available charging infrastructure with a significant funding program.

In addition, the Region is uniquely positioned to capitalize on the economic benefits of supporting an emerging and growing sector. There is already a manufacturer of electric vehicles and conversion kits for conventional vehicles located in Electoral Area 'F', as well as an importer of slow speed neighbourhood electric vehicles in the City of Parksville. Partnering with the Province to support this entrepreneurial leadership in the region demonstrates a strong local government commitment to implementing solutions to build a more resilient, sustainable region.

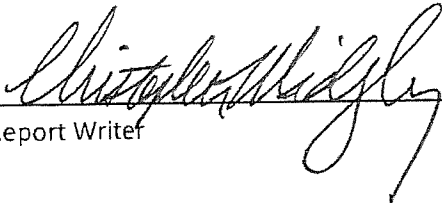
## **SUMMARY/ CONCLUSIONS**

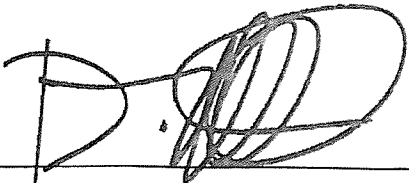
An opportunity has recently arisen to pursue Provincial funding to plan and prepare for increased deployment of electric vehicles, and to provide incentives for electric vehicle charging infrastructure. This complements the RDN's intention to develop a regional Electric Vehicle Readiness Plan. The RDN is prepared to lead an application process that will meet the needs and expectations of member municipalities and the Regional District. The result of this work will be a clearer understanding of the steps necessary to make electric vehicles more accessible to early adopters in the region, and support wider electric vehicle use with necessary infrastructure. Up to \$20,800 could be available from the Province for planning, plus an additional \$4,000 for each charging station up to 20 charging stations.

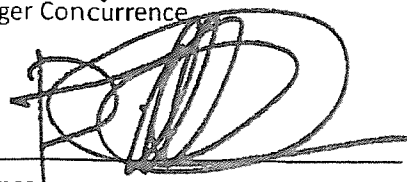


**RECOMMENDATION**

That the RDN Board support a regional scale application for Provincial incentives for electric vehicle planning and charging infrastructure.

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

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

  
\_\_\_\_\_  
CAO Concurrence



RDN REPORT	
CAO APPROVAL	
EAP	
COW	✓ July 9
JUN 11 2012	
RHD	
BOARD	

**MEMORANDUM**

**TO:** David Palidwor  
Acting Manager of Parks Services

**DATE:** June 11, 2012

**FROM:** Joan Michel  
Parks and Trails Coordinator

**FILE:**

**SUBJECT: 99 Year Lease and Updated Covenant -  
Little Qualicum River Estuary Regional Conservation Area**

**PURPOSE**

To approve a 99-year lease agreement between Ducks Unlimited Canada to the RDN for the operations and management of the Little Qualicum River Estuary Regional Conservation Area (LQRERCA), along with an updated s. 219 covenant for this estuarine spit situated in Electoral Area G.

**BACKGROUND**

In February 2003, the Regional Board approved the RDN’s acquisition of the 4.6 ha LQRERCA in partnership with Ducks Unlimited Canada (DUC). In June 2003, the RDN and DUC acquired the spit as tenants in common, with the RDN to take five years to achieve an eventual 21 per cent fractional interest. At the time of acquisition, the RDN and DUC concluded a non-renewable five-year agreement providing for (i) management and protection of the land as a regional conservation area, (ii) institution of a s. 219 covenant in favour of the RDN that protects existing fencing and specifies how unsupervised public access to the property is to be provided, and (iii) preparation of a management plan.

In 2008, with the acquisition agreement having duly run its course, the RDN and DUC turned to the long-term management of LQRERCA. It was agreed that DUC would lease its interest in the spit to the RDN for 99 years, just as DUC, The Nature Trust of BC and the Nature Conservancy of Canada had done in 2006 at Englishman River Regional Park. It was agreed that work on a first management plan for the LQRERCA could now proceed. In that regard, it was also agreed that the RDN’s s. 219 covenant on the spit should be updated in order to (i) include DUC as a charge holder and (ii) recognize the management plan as the appropriate vehicle for determining how to provide required public access to the spit.

The LQRERCA management planning process was carried out over the 2009-2010 period with solid public participation and support for plan goals and directions. In particular, strong support was given to the idea of focusing first on conservation issues at the spit with the development of unsupervised public access facilities to follow. The Regional Board approved the 2010-2019 LQRERCA Management Plan in

June 2010, and staff turned to the preparation of a 99-year lease and updated s. 219 covenant. The completed documents are attached as Appendix 1 and Appendix 2. Note that the 2010-2019 LQRERCA Management Plan forms part of the covenant, but is not reproduced here.

The 99-year lease establishes a long-term overall management framework for use by the LQRERCA's two owners, with the RDN responsible for general management and operations and DUC playing a largely advisory role. DUC will oversee its interests through annual meetings and management plan reviews with the RDN, and by participating in plan updates due every ten years. The s. 219 covenant commits both owners equally to the protection of the lands for conservation purposes, while at the same time acknowledging the public's right to access and the management plan as the vehicle by which to determine the nature of that access. In general, the RDN and DUC work closely on a number of habitat and wildlife issues in the Region, such as the decimation of habitat at the Little Qualicum and Englishman River estuaries likely caused by introduced Canada Geese.

It is of note that, over the 2008-2010 period, the RDN Board took the necessary steps to ensure that henceforth it would be able to acquire a property for conservation purposes without having to provide for unsupervised public access. With small environmentally sensitive properties like the LQRERCA, it is not always possible to accommodate unsupervised public use without jeopardizing conservation values. The passing of Bylaw 1231.02 Acquisition and Management of Conservation Areas under the Regional Park Function in April 2010 now permits the RDN to better match its acquisition aims with the conservation imperatives of the land.

#### **ALTERNATIVES**

1. To approve a 99-year lease from Ducks Unlimited Canada that sets out the terms for the RDN becoming the long-term general manager and operator of the RDN-DUC owned Little Qualicum River Estuary Regional Conservation Area; and to approve an updated s. 219 covenant for the property that commits both owners to the environmental protection of the spit and recognizes the requirement for some unsupervised public access at the spit.
2. To provide alternative direction to staff.

#### **FINANCIAL IMPLICATIONS**

The RDN is responsible for fees related to the cancellation of the existing covenant and registration of the new lease and updated covenant estimated at \$750.00. Operational costs related to the LQRERCA flow from the approved spit management plan as reflected in regional park five-year financial plans approved by the Regional Board each year. The 2010-2019 management plan for the LQRERCA establishes habitat conservation and the securing of property boundaries as the short to mid-term focus at the spit. Various conservation initiatives are underway there now with environmental partners including the Qualicum Beach Streamkeepers, the Guardians of the Mid-Island Estuaries and the BC Conservation Foundation.

Should the 99 year Lease not be approved in addition to the conservation covenant, the RDN would own fractional interest on land which was intended to be managed by the RDN as a Regional Conservation Area when purchased with Duck Unlimited in 2003, a new arrangement would then be required between the two land owners. As this direction would not be in keeping with the intended purpose of the acquisition in 2003 and the direction approved in the Management Plan, this alternative is not recommended.

**SUSTAINABILITY IMPLICATIONS**

The adoption of a long-term lease with integrated conservation covenant and management planning framework will help the RDN and DUC meet their acquisition goals to preserve and protect the valuable Little Qualicum estuary while at the same time provide for unsupervised public access.

**SUMMARY**

The RDN and DUC purchased the 4.6 ha Little Qualicum River Estuary Regional Conservation Area in 2003. At the time, the RDN placed a s. 219 conservation covenant on itself that included a plan for providing some unsupervised public access to a largely fenced-off estuarine spit. In 2008, acquisition financing arrangements concluded with the RDN achieving an undivided 21 per cent ownership interest in the spit property. Similar to what was done at Englishman River Regional Park in 2006, DUC then determined to lease its interests in the LQRECA to the RDN for the long-term. Through the management planning process held 2009-2010, the RDN and DUC clarified a conservation and management agenda for the spit including provision for updating the RDN's conservation covenant and extending it to DUC. The agenda received solid public support. A 99-year lease giving the RDN the lead role in managing and operating the LQRECA as a regional park and conservation area with, eventually, some unrestricted public access, and an updated s. 219 conservation covenant involving both RDN and DUC and linked to the management plan have now been developed and are submitted here for approval – see Appendices 1 and 2.

With the Management Plan for Little Qualicum River Estuary Regional Conservation Area completed in 2010 and with the conclusion on the agreement between the two owners of the site, the RDN and Ducks Unlimited Canada, on the long term management of the Regional Conservation Area, it is recommended that the attached Lease and the Section 219 conservation covenant be approved.

**RECOMMENDATION**

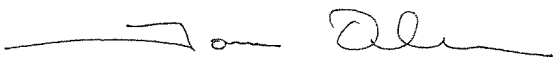
That the 99-year lease to manage and operate the Little Qualicum River Estuary Regional Conservation Area as attached as Appendix I, and the updated s. 219 conservation covenant for Land as attached as Appendix II be approved.



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



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Manager Concurrence



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General Manager Concurrence



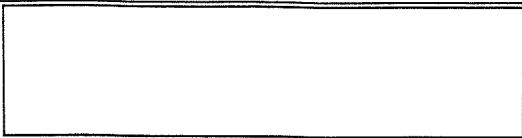
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CAO Concurrence

## Appendix I

Lease - Little Qualicum River Estuary Regional Conservation Area

**LAND TITLE ACT  
FORM C (Section 233) CHARGE  
GENERAL INSTRUMENT - PART 1 Province of British Columbia**

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.



1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)  
**STEWART McDANNOLD STUART**  
**BARRISTERS & SOLICITORS** Tel.: 250 380-7744 Fax.: 250 380-3008  
**2nd FLOOR - 837 BURDETT AVENUE**  
**VICTORIA BC V8W 1B3** File No.: 195 535 RB-ca

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
 [PID] [LEGAL DESCRIPTION] (an undivided 380217/480217ths interest in)  
**025-651-561 LOT 1, D.L. 11 AND 110 AND PART OF THE BED OF THE STRAIT OF**  
**GEORGIA AND OF PARTS OF THE BED OF LITTLE QUALICUM RIVER,**  
**NEWCASTLE DISTRICT, PLAN VIP75238**  
 STC? YES

3. NATURE OF INTEREST CHARGE NO. ADDITIONAL INFORMATION  
**Lease** Entire document

4. TERMS: Part 2 of this instrument consists of (select one only)  
 (a)  Filed Standard Charge Terms D.F. No. (b)  Express Charge Terms Annexed as Part 2  
 A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):  
**DUCKS UNLIMITED CANADA (INC. NO. XS-8003)**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))  
**SEE SCHEDULE**

7. ADDITIONAL OR MODIFIED TERMS:

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)  
 \_\_\_\_\_

Execution Date		
Y	M	D

Transferor(s) Signature(s)  
**DUCKS UNLIMITED CANADA by**  
**its authorized signatory(ies):**  
 \_\_\_\_\_  
**Les Bogdan**

OFFICER CERTIFICATION:  
 Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.



**TERMS OF INSTRUMENT - PART 2**

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**WHEREAS:**

- A. The Transferor, Ducks Unlimited Canada, is the owner of an undivided 380217/480217ths interest, together with Regional District of Nanaimo ("RDN"), as owner of an undivided 100,000/480217ths interest, as tenants in common, of certain lands and premises which are legally described as follows:

PID 025-651-561

Lot 1, District Lots 11 and 110 and part of the bed of the Strait of Georgia and of parts of the bed of Little Qualicum River, Newcastle District, Plan VIP75238

(the "**Lands**");

- B. The Transferor, Ducks Unlimited Canada (hereinafter referred to as the "Lessor") has agreed to lease its interest in the Lands to the RDN (hereinafter referred to as the "Lessee") for the Term (as hereinafter defined) in order that the Lessee may use, occupy and enjoy the Lands for the purpose of a regional park and conservation area upon the terms and conditions, and subject to the provisos contained in this Lease; and
- C. The Lessee has agreed to operate the regional park and conservation area in a manner that is compatible with the conservation aims of the Lessor including but not limited to the preservation and protection of ecological values, wildlife populations and habitats on the Lands and the support of conservation efforts undertaken in adjacent provincial and national wildlife areas;

**NOW THEREFORE** in consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, the parties as follows:

1. In this Lease:

"**Commencement Date**" means June 3, 2008, notwithstanding the date of execution of this Lease;

"**Management Plan**" means the management plan for the Lands prepared by the Lessee in consultation with the Lessor under section 11, as amended from time to time;

"**Permitted Encumbrances**" means the permitted encumbrances, if any, described in Schedule A;

"**Person**" has the meaning given to that word in the *Interpretation Act* (British Columbia);

"**Realty Taxes**" means all taxes, rates, levies, duties, charges and assessments now or hereafter assessed, levied or charged by any competent governmental authority which relate to the Lands or the improvements thereon or comprised therein;



"Rent" means the sum of ONE (\$1.00) DOLLAR for the Term (the receipt and sufficiency of which is acknowledged by the Lessor); and

"Term" means the period of time from the Commencement Date to and including June 2, 2107.

2. The Lessor demises and leases its interest in the Lands to the Lessee for the Term together with all structures thereupon erected, or during the Term, to be erected, and also with all ways, paths, passages, roads, waters, water courses, water channels, privileges, advantages and appurtenances whatsoever to the Lands belonging or otherwise appertaining, subject nevertheless to:
  - (a) the subsisting conditions, provisos, restrictions, exceptions and reservations including royalties (if any) contained in the original grant or grants or contained in any other disposition from the Crown with respect to the Lands;
  - (b) any such security documents necessary in connection with the Lessor's purchase of the Lands;
  - (c) a highway, or public right-of-way, water course, right of water or other public easement found on the Lands; and
  - (d) the Permitted Encumbrances.
3. The Lessee acknowledges and agrees that its interest in the Lands under this Lease is held subject to the encumbrances described in section 2 hereof and that the exercise of any rights under or in respect of such encumbrances or the use of the Lands pursuant thereto shall not constitute a breach hereof or default hereunder on the part of the Lessor or give rise to any right of action on the part of the Lessee as against the Lessor, notwithstanding the effect of such exercise or use on the Lessee's right hereunder in respect of the Lands or otherwise howsoever.
4. The Lessee will not, in exercising any right hereunder, breach or in any way violate the provisions of the encumbrances described in section 2 hereof or cause any interference with the exercise of the rights thereunder. In exercising the rights under any appurtenancy, the Lessee will do so strictly in accordance with the terms thereof. The Lessee will indemnify and save harmless the Lessor from any and all liabilities, expenses, charges, damages, costs, actions and proceedings arising from or as a result of any breach of or interference with rights under any encumbrance, as aforesaid, or any failure to exercise rights under any appurtenancy in accordance with its terms, as aforesaid, on the part of the Lessee or its sub-lessee, assignee or licensee.
5. (1) The Lessee covenants:
  - (a) to pay the Rent and utilities;
  - (b) to pay taxes including for certainty the Realty Taxes not later than the day immediately preceding the date or dates on which such taxes become due and payable;

- (c) to maintain and preserve in good order and condition the grounds, existing improvements and all new improvements that are, from time to time, installed on the Lands in conformity with the Management Plan;
  - (d) not to cut down or alter any vegetation on the Lands except in conformity with this Lease and the Management Plan or except as may be required to eliminate hazards to public health or safety;
  - (e) not to assign or sublet without consent of the Lessor which consent will not be unreasonably withheld;
  - (f) to leave the Lands in good repair at the end of the Term; and
  - (g) not to commit or suffer any willful or voluntary waste, spoil or destruction on the Lands or to do or suffer to be done on the Lands anything that may be or become a nuisance or annoyance to any owner or occupier of Lands in the vicinity of the Lands.
- (2) Despite section 5(g) the management of the Lands by the Lessee, in accordance with the Management Plan, will not be considered to be wilful or voluntary waste, spoil or destruction.
6. The Lessor may enter and view the state of repair, and the Lessee will repair according to notice.
  7. The Lessor may, following the expiry of any notice period provided for a correction of a default under this Lease, re-enter the Lands on non-performance of covenants or upon any assignment, subletting or transfer or conveyance of this Lease or any interest herein by seizure, operation of law or otherwise howsoever.
  8. Notwithstanding any rules at law or in equity to the contrary, all buildings, fixtures or other improvements constructed or erected by the Lessee upon the Lands during the Term will remain the property of the Lessee, and the Lessee, unless otherwise requested by the Lessor in writing, must upon the expiration or earlier termination of this Lease remove the buildings, fixtures or other improvements from the Lands provided that the Lessee will restore the surface of the lands disturbed by such removal as nearly as possible to the same condition as existed prior to the construction of the buildings, fixtures or other improvements by the Lessee. Any buildings, fixtures or other improvements not removed from the Lands within ninety (90) days following the termination of this Lease become the property of the Lessor and Lessee in accordance with their ownership shares.
  9. The Lessor will not be liable for any injury or damage to any person or property on, in or about the Lands, howsoever such damage may be occasioned, except as a result of an act or omission of the Lessor. The Lessee assumes all risks of any such injury, and shall hold the Lessor harmless and indemnified therefrom.
  10. By not later than December 31, 2009 and December 31<sup>st</sup> of every subsequent ten-year period, the Lessor and Lessee shall have together completed a ten-year Management Plan for the Lands and the Management Plan shall among other things:

- (a) provide for park development, operations, maintenance and use that generally conform with the conservation aims of the Lessor in respect of the Lands as expressed by the Lessor at the time of management plan preparation and the specific terms of the Section 219 covenant \_\_\_\_\_ described in Schedule A;
  - (b) enable the establishment of a management steering committee comprised of the Lessor and Lessee for the purpose of reviewing at least annually the status of Management Plan actions, reconfirming general management and conservation directions for the Lands, and reviewing the Management Plan updates prepared every ten years for the duration of the Term; and
  - (c) consider the establishment and operation of a conservation advisory committee, chaired by the Lessor and the Lessee, convened at least annually, and comprised of representatives from the groups and agencies active on the Lands and in adjacent national and provincial wildlife management areas with respect to conservation and the Lessee, for the purpose of providing the management steering committee described in 10(b) above with recommendations concerning conservation works and programs conducted on the Lands.
11. (1) If any dispute arises under this Agreement, the parties will attempt to resolve the dispute within sixty (60) days of the dispute arising (or within such other time period agreed to by the parties) and, subject to applicable laws, provide candid and timely disclosure to each other of all relevant facts, information and documents to facilitate those efforts. If a dispute under this Agreement cannot be resolved, either party may refer the dispute to arbitration conducted by a sole arbitrator appointed pursuant to the *Commercial Arbitration Act*. The cost of the arbitration will be shared equally by the parties and the arbitration will be governed by the laws of the Province of British Columbia. The arbitration will be conducted in Nanaimo, British Columbia. A dispute under this Agreement in respect of a matter within the sole discretion of a party cannot, unless that party agrees, be referred to arbitration.
- (2) If after the conclusion of the arbitration process referred to in section 11 (1) it is determined that the Lessee is in default under the Lease and the Management Plan, and if the Lessee has not corrected such default within ninety (90) days of such determination, the Lease will, at the option of the Lessor, cease and be void, and the Term hereby created shall expire and be at an end, anything herein contained to the contrary notwithstanding, and the Lessor may re-enter and take possession of its interest in the Lands.
12. The Lessee will not erect or permit the erection of any sign on the Lands bearing or containing the name of the Lessor without the prior written approval of the Lessor. Signage will acknowledge the participation of the Lessor. The Lessee's obligation under this paragraph includes the obligation to remove any signs not conforming to this paragraph at its sole cost.
13. The Lessor and Lessee agree to refer to the Lands as "Little Qualicum River Estuary Regional Conservation Area."

14. The Lessor covenants with the Lessee for quiet enjoyment of the Lessor's interest in the Lands, provided that the Lessor shall not be liable to the Lessee or to any successor or assignee of the Lessee or to any other person for any loss or damage arising from the inability of the Lessee, of the Lessee's successor or assign to enjoy exclusive use and possession of the Lands (other than the Lessor's interest in the Lands) other than as a result of an act of default on the part of the Lessor, and subject in any case to any claim of title paramount.

15. Environmental Matters

(1) Definitions

For the purposes of this section 15:

(a) "Contaminants" means any pollutants, contaminants, deleterious substances, underground or above-ground tanks, lead, asbestos, asbestos-containing materials, hazardous, corrosive, or toxic substances, hazardous waste, waste, polychlorinated biphenyls ("PCBs"), PCB-containing equipment or materials, pesticides, defoliants, fungi, including mould and spores arising from fungi, or any other solid, liquid, gas, vapour, odour, heat, sound, vibration, radiation, or combination of any of them, which is now or hereafter prohibited, controlled, or regulated under Environmental Laws; and

(b) "Environmental Laws" means any statutes, laws, regulations, orders, bylaws, standards, guidelines, protocols, criteria, permits, code of practice, and other lawful requirements of any government authority having jurisdiction over the Land now or hereafter in force relating in any way to the environment, environmental assessment, health, occupational health and safety, protection of any form of plant or animal life or transportation of dangerous goods, including the principles of common law and equity.

(2) Lessee's Covenants and Indemnity

The Lessee covenants and agrees as follows:

(a) not to use or permit to be used all or any part of the Land for the sale, storage, manufacture, handling, disposal, use, or any other dealing with any Contaminants, without the prior written consent of the Lessor;

(b) to strictly comply, and cause any person for whom it is in law responsible to comply, with all Environmental Laws regarding the use and occupancy of the Land;

(c) to promptly provide to the Lessor a copy of any environmental site investigation, assessment, audit, report or test results relating to the Land conducted by or for the Lessee at any time;

- (d) to waive the requirement, if any, for the Lessor to provide a site profile for the Land under the *Environmental Management Act* or any regulations under that Act;
- (e) to maintain all environmental site investigations, assessments, audits, reports, and test results relating to the Land in strict confidence except as required by law, or to the Lessee's professional advisers and lenders on a need-to-know basis, or with the prior written consent of the Lessor, which consent may not be unreasonably withheld;
- (f) to promptly notify the Lessor in writing of any release of a Contaminant or any other occurrence or condition at the Land or any adjacent property that could contaminate the Land or subject the Lessor or the Lessee to any fines, penalties, orders, investigations, or proceedings under Environmental Laws;
- (g) on the expiry or earlier termination of this Lease, or at any time if requested by the Lessor or required by any government authority under Environmental Laws, to remove from the Land all Contaminants, and to remediate by removal any contamination of the Land or any adjacent property resulting from Contaminants, in either case, brought onto, used at, or released from the Land by the Lessee or any person for whom it is in law responsible. The Lessee will perform these obligations promptly at its own cost and in accordance with Environmental Laws. The Lessee will provide to the Lessor full information with respect to any remedial work performed under this sub-clause and will comply with the Lessor's requirements with respect to such work. The Lessee will use a qualified environmental consultant approved by the Lessor to perform the remediation and will obtain the written agreement of the consultant to the Lessor relying on its report. The Lessee will, at its own cost, obtain such approvals and certificates from the BC Ministry of Environment and other applicable government authorities in respect of the remediation as are required under Environmental Laws or by the Lessor, including without limitation, a certificate of compliance evidencing completion of the remediation satisfactory to the Ministry and the Lessor. All such Contaminants will remain the property of the Lessee, notwithstanding any rule of law or other provision of this Lease to the contrary and notwithstanding the degree of their affixation to the Premises; and
- (h) to indemnify the Lessor and its shareholders, directors, officers, employees, agents, successors, and assigns from any and all liabilities, actions, damages, claims, remediation cost recovery claims, losses, costs, orders, fines, penalties and expenses whatsoever, (including any and all environmental or statutory liability for remediation, all legal and consultants' fees and expenses and the cost of remediation of the Land and any adjacent property) arising from or in connection with:
  - (i) any breach of or non-compliance with the provisions of this section 15 by the Lessee; or

- (ii) any release or alleged release of any Contaminants at or from the Land related to or as a result of the use and occupation of the Land or any act or omission of the Lessee or any person for whom it is in law responsible.

The obligations of the Lessee under this section 15 will survive the expiry or earlier termination of this Lease.

- 16. Any notice required to be given by either party hereto will be well and sufficiently given if delivered or sent by registered mail, postage prepaid, addressed as follows:

If to the Lessor:

Ducks Unlimited Canada  
511-13370 78th Avenue  
Surrey, B.C. V3W 0H6  
Fax no. (604) 592-0930

If to the Lessee:

Regional District of Nanaimo  
6300 Hammond Bay Road  
Nanaimo, B.C. V9T 6N2  
Fax no. (250) 390-4163

Or at such other address as a party may, from time to time, direct in writing, and any such notice will be deemed to have been received if delivered, on the day of delivery, and if mailed, seven (7) days after the time of mailing, except in the case of mail interruption in which case actual receipt is required.

- 17. In order to expedite the delivery of any notice required to be given by either party to the other, a concurrent facsimile copy of any notice will, where possible, be provided to the other party but nothing in this section, and specifically the lack of delivery of a facsimile copy of any notice, will affect the deemed delivery provided in section 15.
- 18. Provided always and it is hereby agreed by and between the parties that if the Lessee holds over after the expiration of the Term and the Lessor accepts Rent, the new tenancy thereby created will be a tenancy from month to month and not a tenancy from year to year, and will be subject to the covenants and conditions herein contained so far as the same are applicable to a tenancy from month to month.
- 19. Wherever the singular and the masculine are used throughout this Agreement, the same will be construed as meaning the plural or the feminine, or body corporate or politic; also the heirs, executors, administrators, successors and assigns of the respective parties hereto and each of them (where the context or the parties so require).

**IN WITNESS WHEREOF** the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Form C (page(s) 1 and 2) attached hereto.

**SCHEDULE "A"**

**Permitted Encumbrances**

Exceptions and Reservations #M76300;

Exceptions and Reservations #DD93154N;

Easement No. E26538 to the extent, if any, that it affects the Lands; and

Covenant No. \_\_\_\_\_.

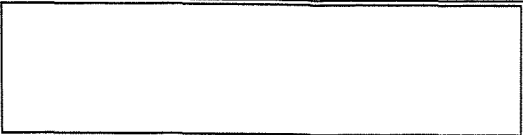
## Appendix II

Section 219 Covenant - Little Qualicum River Estuary Regional Conservation Area



**LAND TITLE ACT  
FORM C (Section 233) CHARGE  
GENERAL INSTRUMENT - PART 1 Province of British Columbia**

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.



1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)  
**STEWART McDANNOLD STUART**  
**BARRISTERS & SOLICITORS** Tel.: 250 380-7744 Fax.: 250 380-3008  
**2nd FLOOR - 837 BURDETT AVENUE**  
**VICTORIA BC V8W 1B3** File No.: 195 535 RB-1g

Deduct LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
 [PID] [LEGAL DESCRIPTION]  
**025-651-561 LOT 1, D.L. 11 AND 110 AND PART OF THE BED OF THE STRAIT OF GEORGIA AND OF PARTS OF THE BED OF LITTLE QUALICUM RIVER, NEWCASTLE DISTRICT, PLAN VIP75238**  
 STC? YES

3. NATURE OF INTEREST CHARGE NO. ADDITIONAL INFORMATION  
**Covenant** Section 219 - entire document

4. TERMS: Part 2 of this instrument consists of (select one only)  
 (a)  Filed Standard Charge Terms D.F. No. (b)  Express Charge Terms Annexed as Part 2  
 A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):  
**DUCKS UNLIMITED CANADA (INC. NO. XS-8003)**  
**REGIONAL DISTRICT OF NANAIMO**

6. TRANSFEREE(S): (including postal address(es) and postal code(s))  
**SEE SCHEDULE**

7. ADDITIONAL OR MODIFIED TERMS:

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)  
 \_\_\_\_\_

Execution Date		
Y	M	D

Transferor(s) Signature(s)  
**DUCKS UNLIMITED CANADA by its authorized signatory(ies):**  
 \_\_\_\_\_  
**Les Bogdan**

**OFFICER CERTIFICATION:**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

LAND TITLE ACT  
FORM D  
EXECUTIONS CONTINUED

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

\_\_\_\_\_

Y	M	D

REGIONAL DISTRICT OF NANAIMO  
by its authorized signatories:

\_\_\_\_\_  
Carol Mason – Chief Administrative  
Officer

\_\_\_\_\_  
Maureen Pearse – Senior Manager  
Corporate Administration

(as to both signatures)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**LAND TITLE ACT  
FORM E**

**SCHEDULE**

ENTER THE REQUIRED INFORMATION IN THE SAME ORDER AS THE INFORMATION MUST APPEAR ON THE FREEHOLD TRANSFER FORM, MORTGAGE FORM, OR GENERAL INSTRUMENT FORM.

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

DUCKS UNLIMITED CANADA (Inc. No. XS-8003)  
511 – 13370 78th Avenue, Surrey, BC V3W 0H6

and

REGIONAL DISTRICT OF NANAIMO  
6300 Hammond Bay Road  
Nanaimo, BC V9T 6N2

TERMS OF INSTRUMENT – PART 2

---

**WHEREAS:**

- A. The Transferors are the registered owners of the lands and premises located within the Regional District of Nanaimo, in the Province of British Columbia, more particularly described as:

PID: 025-651-561

Lot 1, District Lots 11 and 110 and Part of the Bed of the Strait of Georgia and of Parts of the Bed of Little Qualicum River, Newcastle District, Plan VIP75238

(the “Parcel”).

- B. The Transferee, Ducks Unlimited Canada, has been designated for the purposes of holding covenants under section 219 of the *Land Title Act*.
- C. The Transferee, the Regional District of Nanaimo, is a local government.
- D. Section 219 of the *Land Title Act* provides that a covenant, whether of a negative or positive nature, which provides that land or specified amenities be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state may be granted in favour of the Transferees and may be registered as a charge against the title to that land.
- E. The Parcel is adjacent to the Marshall-Stevenson Wildlife Sanctuary unit of Qualicum National Wildlife Area managed by the Canadian Wildlife Service, and the Parksville-Qualicum Beach Wildlife Management Area, managed by the BC Ministry of Environment.
- F. The Transferors and the Transferees have agreed to the grant of this Restrictive Covenant under section 219 of the *Land Title Act* in favour of the Transferees for the purposes of researching, preserving, conserving and maintaining the natural state of the Parcel and its amenities in perpetuity as a habitat for waterfowl, fish and wildlife, and for associated public and educational uses.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that under Section 219 of the *Land Title Act*, and in consideration of the premises and the mutual covenants and agreements contained herein, and the sum of ONE (\$1.00) DOLLAR of lawful money of Canada now paid to the Transferors by the Transferees (the receipt and sufficiency of which is hereby acknowledged), and for other good and valuable consideration the parties covenant and agree each with the other as follows:

### Restrictive Covenant

1. The Transferors hereby covenant with the Transferees as follows:
  - (a) subject to:
    - (i) public use of the Parcel as set out in paragraph (c) below; and
    - (ii) public use of the Parcel that is supervised and authorized by the Transferee, Regional District of Nanaimo for the purposes of education, research or wildlife management,there shall be no use of or access to the Parcel by the public;
  - (b) the Transferors have prepared a management plan in June 2010 with respect to the Parcel which is attached as Schedule "A" to this Agreement (the "**Management Plan**") and shall be updated and submitted for review and approval of the Transferees every 10 years, the first update being on or before December 31, 2019 (the "**First Update**");
  - (c) the First Update of the Management Plan shall provide for unsupervised public access to and use of a portion of the Parcel on or before December 31, 2021, at which time the Transferors may use the Parcel for the purpose of unsupervised public access to a portion of the Parcel pursuant to the Management Plan; and
  - (d) the Transferors will not use the Parcel in any way that conflicts with the Management Plan.

### Remedies of the Transferees

2. The Transferees will be entitled to a prohibitory or mandatory injunction or damages (including solicitor and own client costs) in respect of any breach by the Transferors of this Agreement.

### Assignment

3. The Transferees may assign the benefit of this Agreement to Her Majesty the Queen in the Right of the Province of British Columbia or to another non-profit corporation designated for the purposes of holding covenants under section 219 of the *Land Title Act*, the objects of which include the conservation or preservation of waterfowl habitat.

### Entire Agreement

4. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof. Notwithstanding anything contained herein, the Transferors shall not be liable under any of the covenants and agreements contained herein where such liability arises after the Transferors cease to have any further interest in the Parcel.

**General**

5. The Transferors shall indemnify and save harmless the Transferees from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which anyone has or may have against the Transferees or which the Transferees incur as a result of any loss or damage or injury, including economic loss, arising out of or connected with:
  - (a) the breach of any covenant in this Agreement;
  - (b) the use of the Parcel contemplated under this Agreement; and
  - (c) restrictions or requirements under this Agreement.
6. The Transferors hereby release and forever discharge the Transferees of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees whatsoever which the Transferors can or may have against the Transferees for any loss or damage or injury, including economic loss, that the Transferors may sustain or suffer arising out of or connected with:
  - (a) the breach of any covenant in this Agreement;
  - (b) the use of the Parcel contemplated under this Agreement; and
  - (c) restrictions or requirements under this Agreement.
7. At the Transferors' expense, the Transferors must do everything necessary to secure priority of registration and interest for this Agreement and the Section 219 Covenant it creates over all registered and pending charges and encumbrances of a financial nature against the Parcel.
8. Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the Transferee, the Regional District of Nanaimo, in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Parcel as if the Agreement had not been executed and delivered by the Transferors. Provided that the foregoing shall not restrict or limit the rights and remedies of the Transferor, Ducks Unlimited Canada, resulting or arising from a breach or non-performance of the terms of this Agreement by the Transferee, the Regional District of Nanaimo.
9. The obligations of and benefits accruing to each of the Transferors and Transferees are joint and several.
10. Time is of the essence of this Agreement.
11. The Transferors covenant and agree for themselves, their heirs, executors, successors and assigns, that they will at all times perform and observe the requirements and restrictions set out in this Agreement and they shall be binding upon the Transferors as personal covenants only during the period of their respective ownership of any interest in the Parcel.

12. It is mutually understood, acknowledged and agreed by the parties hereto that the Transferees have made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Transferors other than those contained in this Agreement.
13. The Transferor, Regional District of Nanaimo shall pay the legal fees of the Transferees in connection with the preparation and registration of this Agreement. This is a personal covenant between the parties.
14. The waiver by a party of any breach of this Agreement or failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar, and no waiver shall be effective unless it is in writing signed by both parties.
15. Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.
16. No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.
17. The restrictions and covenants herein contained shall be covenants running with the Parcel and shall be perpetual, and shall continue to bind all of the Parcel when subdivided, and shall be registered in the Victoria Land Title Office pursuant to section 219 of the *Land Title Act* as covenants in favour of the Transferees as a first charge against the Parcel.
18. The Transferors agree to execute all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
19. If any part of this Agreement is found to be illegal or unenforceable, that part will be considered separate and severable and the remaining parts will not be affected thereby and will be enforceable to the fullest extent permitted by law.
20. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

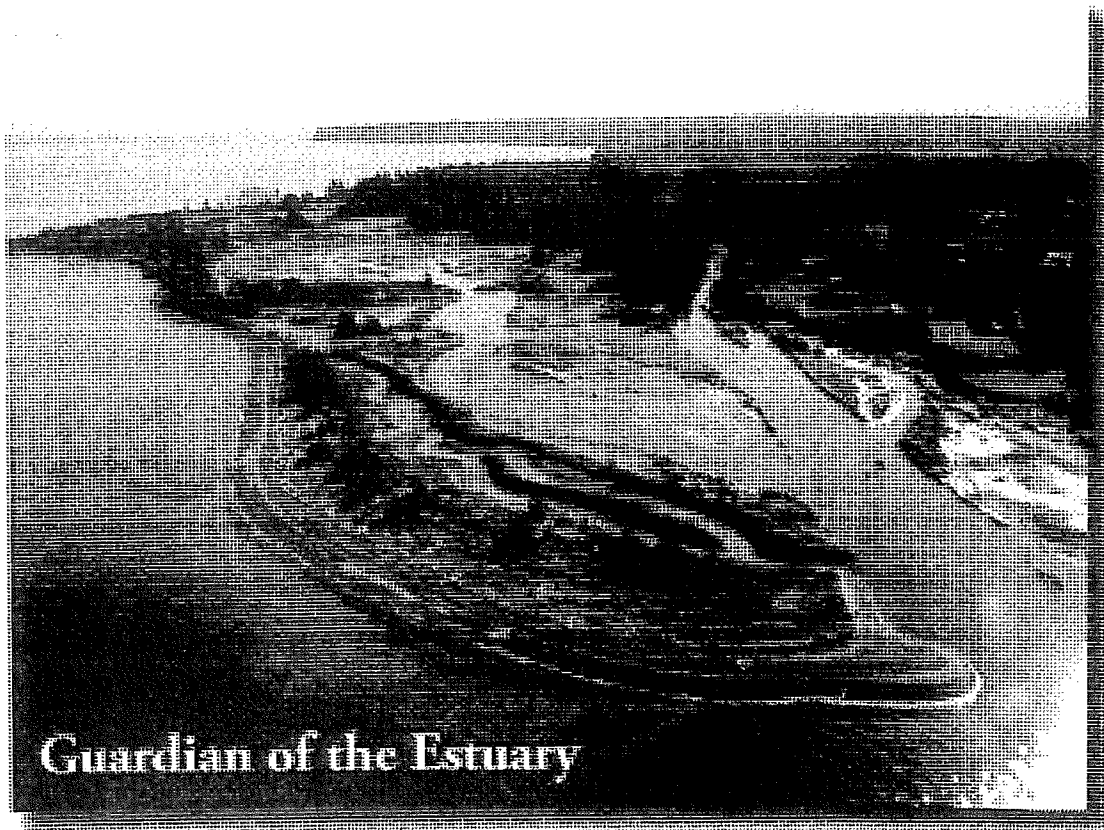
**IN WITNESS WHEREOF** the parties hereto hereby acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached hereto.

**Schedule "A"**  
**Management Plan**  
**(attached)**





Little Qualicum River Estuary  
Regional Conservation Area  
2010-2019 Management Plan  
June 2010



**Guardian of the Estuary**

## Acknowledgements

The preparation of this plan was overseen by Dan Buffett, Regional Planning & Research Biologist for Ducks Unlimited Canada, Wendy Marshall, Manager of Parks Services for the Regional District of Nanaimo, and Joan Michel, Parks and Trails Coordinator for the Regional District of Nanaimo. Holly Clermont with Clermont Environmental Research and Planning undertook research, stakeholder consultation and initial plan preparation.

Thanks are extended to the following agency staff who provided valuable input and feedback during plan development:

Tom Reid, Manager, Vancouver Island Conservation Land Management Program  
Dave Smith, Protected Areas Manager, Canadian Wildlife Service, Environment Canada  
Courtney Albert, Ecosystem Conservation, Canadian Wildlife Service, Environment Canada  
Maggie Henigman, Ecosystem Biologist, BC Ministry of Environment  
Drew Chapman, Protected Area Supervisor, BC Ministry of Environment  
Scott Northrop, Senior Biologist, Fisheries and Oceans Canada

Many thanks are also extended to all the members of the public and residents living in the vicinity of the Little Qualicum River Estuary Regional Conservation Area who took the time to participate in the management planning process. That these many people care deeply about the estuary and the spit is evident from their written comments.

### Photo Credits

Cover photo: R. Guthrie and M. Henigman, MoE  
Page 13: Neil K. Dawe, CWS  
Page 14: Guy Monty  
Page 16: Ron Buechert  
Pages 19 (bottom) and 22 (bottom right): Tim Clermont

## Executive Summary

The Little Qualicum River Estuary Regional Conservation Area (LQRERCA) is a small 4.6 ha sparsely vegetated sand and gravel spit that guards the mouth of the Little Qualicum River where it enters the Strait of Georgia on the east side of Vancouver Island. The LQRERCA is situated within the UNESCO designated Mount Arrowsmith Biosphere Reserve, west of the Town of Qualicum Beach in Electoral Area C of the Regional District of Nanaimo (RDN). The LQRERCA is surrounded by the Province's extensive Parksville-Qualicum Beach Wildlife Management Area, and abuts the Marshall Stevenson Unit of the Qualicum National Wildlife Area.

The LQRERCA is the only estuarine spit in the RDN that has escaped significant development. Ducks Unlimited Canada (DUC) and the RDN acquired the LQRERCA in 2003, with DUC representing its Pacific Estuary Conservation Program partners Environment Canada, Fisheries and Oceans Canada, BC Ministry of Environment, BC Habitat Conservation Trust Fund, Nature Conservancy of Canada, the Land Conservancy of Canada, and The Nature Trust of BC. Spits like the LQRERCA represent high value coastal habitat: they play a key role in protecting estuaries from strong ocean forces and in sustaining the proper functioning and rich biodiversity of these nutrient-loaded areas where river meets the sea.

DUC and the RDN own the LQRERCA on a 79:21 per cent basis, respectively. They are in the process of concluding a 99-year lease by which the RDN will formally adopt the role as long-term property manager at the LQRERCA. The spit is one of 11 regional park properties managed by the RDN. The broad directions for RDN park management are set out in the *2005-2015 Regional Parks and Trails Plan*. These include: to secure, protect and steward land and water features of environmental significance and wildlife habitat value.

This 2010-2019 LQRERCA management plan was prepared by DUC and the RDN. A range of stakeholders, the public and in particular the neighbours of the LQRERCA were consulted over the course of plan preparation. An open house was held in the fall of 2009 and an on-line survey was used to solicit views on the use of the LQRERCA and estuary in general. A draft version of this management plan was made available for comment. Overall, reaction to the draft plan and directions contained therein was favourable and this final version is substantially the same.

The 2010-2019 LQRERCA management plan describes the spit, its uses, values and issues; confirms a long-term vision and set of management goals for the conservation area; and identifies the actions to be carried out by the RDN and DUC at the LQRERCA over the next decade. The paramount goal for the LQRERCA is to see the natural state of the spit preserved, conserved, maintained and enhanced as wildlife habitat within the context of the Little Qualicum estuary as a whole. To this end, the plan recognizes the importance of coordinating actions with the managers of adjacent federal and provincial conservation areas. All three conservation areas share a sensitive environment -- under great stress from Canada Geese -- and all managers wrestle with the impacts of human and canine visitors. Through education, interpretation and restricted public access, the goal at the LQRERCA is to provide residents and visitors with wildlife viewing and nature appreciation experiences without compromising natural values at the spit.

## Executive Summary (continued)

The management plan establishes a course of action for the 2010-2019 period that is focused on addressing conservation issues, primarily the Canada Goose problem but also, for example, the removal of invasive species; on continuing to properly secure the spit property; and on communicating along with federal and provincial partners to the public about the natural values to be found at the Little Qualicum estuary and the need to limit and control the human footprint made there. As conservation and education advances are made, the development of public access facilities on the LQRERCA spit will be studied carefully and a sound plan prepared with actual development to take place in 2020 and beyond.

The following table summarizes the actions and forecasted RDN expenditures at the LQRERCA for the first five years of this plan.

Summary of Management Actions and RDN Expenditures 2010-2015

	2010	2011	2012	2013	2014	2015
<b>Conservation</b>						
Invasive Plant Removal		\$2,500				
Canada Geese	\$1,000	\$7,500	\$7,500	\$7,500	\$7,500	
Inventory & Monitoring						
Fish Channel Restoration						
<b>Property Management</b>						
Boundary Adjustment		\$6,000				
Old Metal Removal						
Boundary Demarcation						
<b>Public Use &amp; Education</b>						
Print & Web Update						
Water Access Signage			\$1,000			
Fence Line Signage			\$1,000			
WMA Beach Support						
Public Access Review						

Higher priority actions are shown in red, medium priority actions in yellow, and lower priority actions in green. Where a dollar figure has not been specified, the RDN will be undertaking work under regular regional park operating budgets through use of park staff. Opportunities to partner with other agencies and to apply for external grants will be pursued as possible.

This management plan along with actual work accomplished at the LQRERCA will be reviewed on an annual basis by DUC and the RDN. The management plan will be formally updated every ten years.

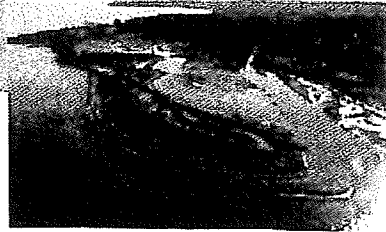
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## 1.0 Introduction



### 1.1 Guardian of the Estuary

The Little Qualicum River Estuary Regional Conservation Area (LQRERCA or Little Querca) is a small 4.6 ha sparsely vegetated sand and gravel spit that protects the mouth of the Little Qualicum River where it enters the Strait of Georgia – see Map 1. LQRERCA is situated within the UNESCO designated Mount Arrowsmith Biosphere Reserve, west of the Town of Qualicum Beach in Electoral Area G of the Regional District of Nanaimo (RDN).

The LQRERCA is surrounded by the Province’s extensive Parksville-Qualicum Beach Wildlife Management Area, and abuts the Marshall Stevenson Unit of the Qualicum National Wildlife Area along with a small oceanfront residential neighbourhood served by Kincade Road and McFeeley and Surfside Drives – see Map 2.

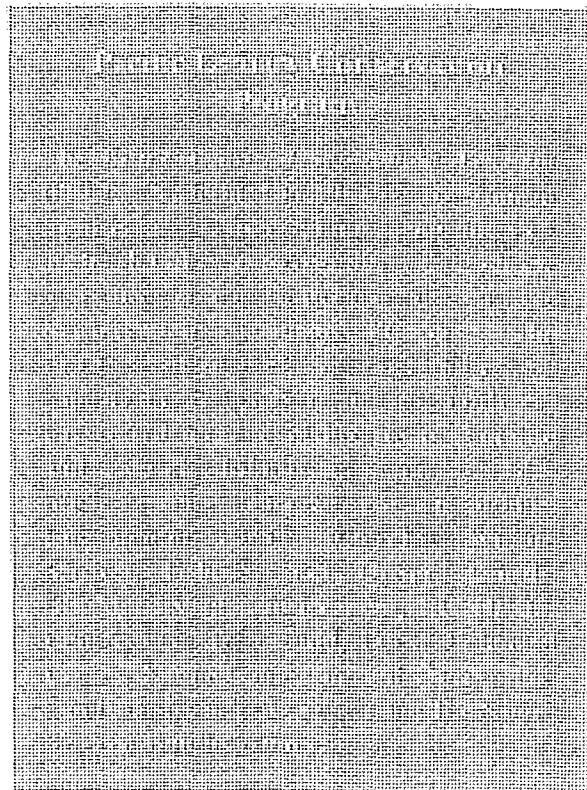
The LQRERCA is the only estuarine spit in the RDN that has escaped significant development. Spits play an important role in protecting estuaries from strong ocean forces and sustaining the proper functioning and rich biodiversity of these nutrient-loaded areas where river meets the sea. LQRERCA is the guardian of the Little Qualicum estuary: it supports and protects rare ecosystems and critical habitat within and beyond its borders.

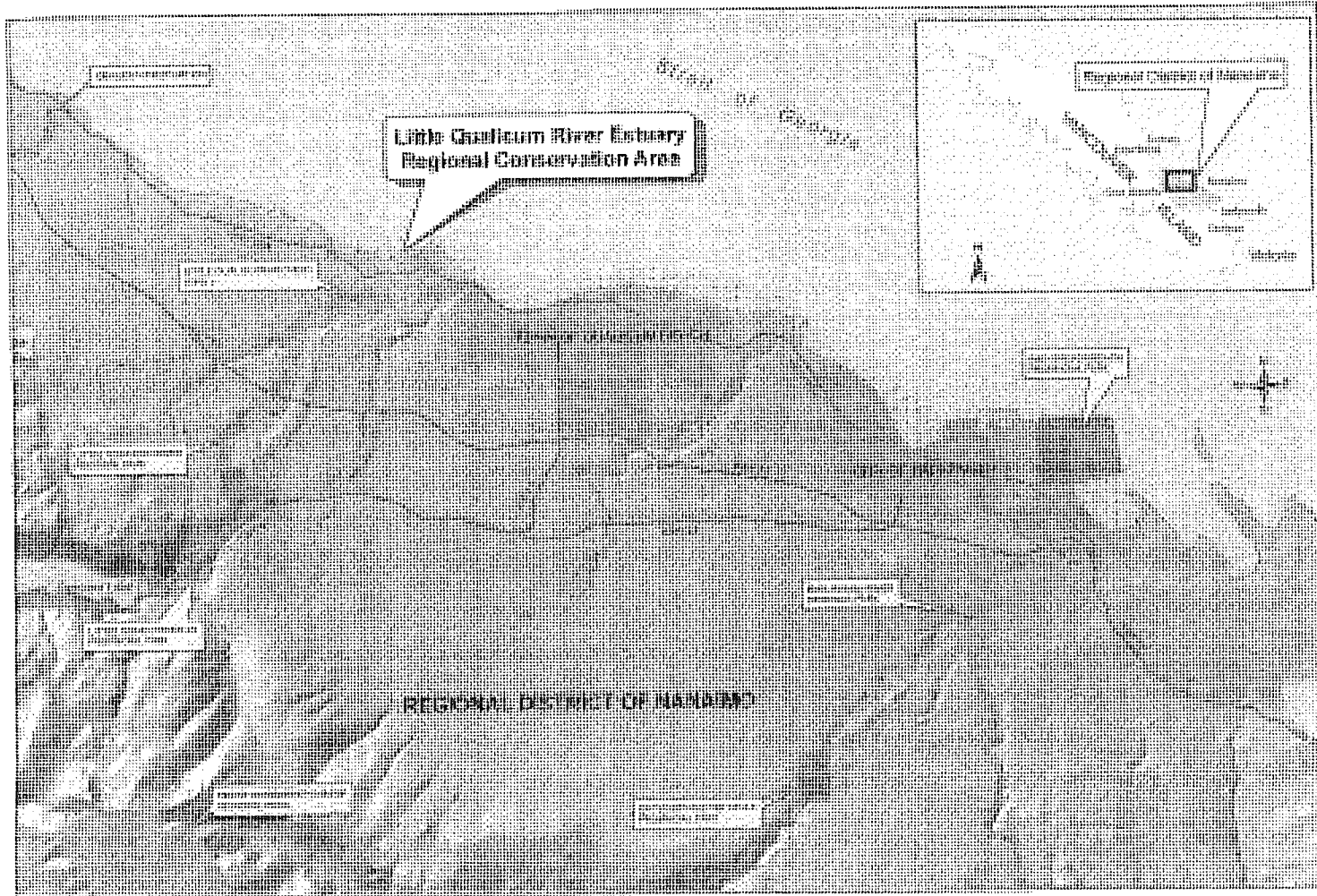
### 1.2 Acquisition

In 2003, Ducks Unlimited Canada (DUC) and the RDN purchased the spit at the Little Qualicum River estuary.

DUC’s vision is to work to achieve a mosaic of natural, restored and managed landscapes capable of perpetually sustaining populations of waterfowl and other wildlife. In the acquisition of LQRERCA, DUC represented the Pacific Estuary Conservation Program.

The RDN acquires and manages park and conservation lands of regional significance on behalf of all residents of the Regional District, typically in partnership with other conservation agencies, land trusts and governments. LQRERCA is one of 11 such regional properties held by the RDN. The *2005-2015 Regional Parks and Trails Plan* sets out the RDN’s vision: to secure, protect and steward land and water features of environmental significance and wildlife habitat value.



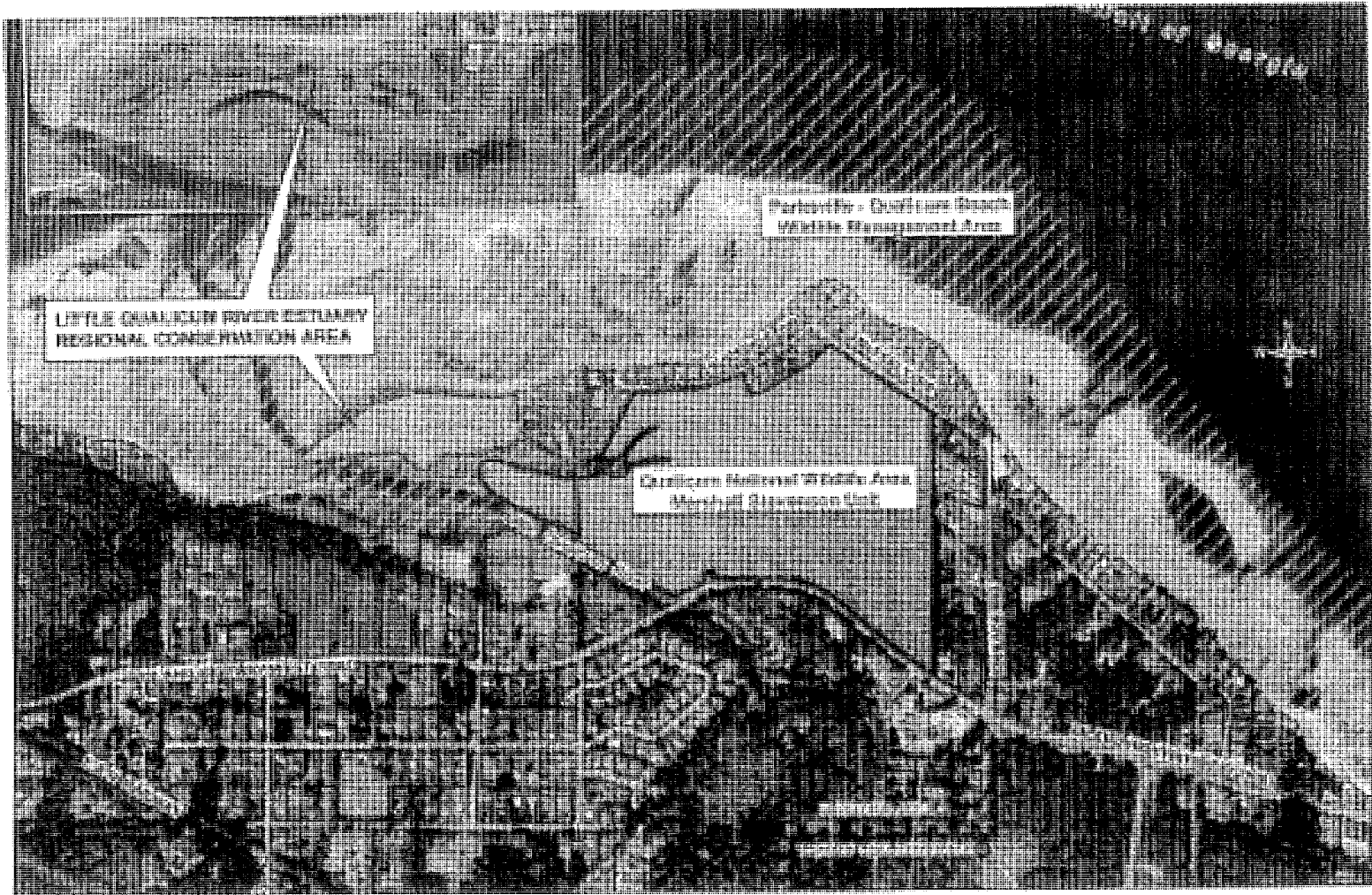


MAP 1. Little Qualicum River Estuary Regional Conservation Area Location

0 1 2 3 4 5 Kilometers  
Map produced by Regional District of Nanaimo, October 2009

- Legend**
- Regional Park
  - Provincial Park
  - Conservation Lands
  - Parkville-Qualicum Beach
  - Wildlife Management Area





**MAP 2. Little Qualicum River Estuary Federal, Provincial and Regional Conservation Areas**

0 100 200 400 600 800 Meters  
 Date of Photography Summer 2009      Map produced by Regional District of Nanaimo, June 2009

Little Qualicum River Estuary Regional Conservation Area  
 2010-2019 Management Plan

### 1.3 Management Planning

The purpose of this first management plan for the LQRERCA is to describe the property, its uses, values and issues, confirm a vision and conservation goals, and set out management actions for the next decade that will advance DUC and the RDN's conservation aims at the LQRERCA spit. This management plan will be updated every ten years.

DUC and the RDN initiated the LQRERCA management planning process in September 2008 and engaged consultant Clermont Environmental Research and Planning to undertake research, stakeholder consultation and plan preparation. Background research was undertaken over the winter 2008-09, and stakeholder consultation began in spring 2009. Figure 1 below shows the stakeholders consulted and their current or potential interest in the LQRERCA.

Figure 1: LQRERCA Stakeholders

Stakeholder	Acronym	Current or Potential Interest
Ducks Unlimited Canada	DUC	Owner
Regional District of Nanaimo	RDN	Owner and manager
Ministry of Environment	MoE	Estuary conservation neighbour and regulatory agency
Canadian Wildlife Service	CWS	Estuary conservation neighbour
Vancouver Island Conservation Land Management Program	VICLMP	Manager of conservation lands on Vancouver Island on behalf of DUC, MoE, The Nature Trust of BC (TNT), CWS, and Habitat Conservation Trust Foundation
Fisheries and Oceans Canada	DFO	Salmonid enhancement partner and regulatory agency
Qualicum First Nation	QFN	Aboriginal heritage
Vancouver Island University	VIU	Research and monitoring support
Conservation Groups		Stewardship support
Neighbours		Stewardship support
RDN residents		Support

In early September 2009, the RDN launched a project web page for the LQRERCA management plan on the RDN's web site [www.rdn.bc.ca](http://www.rdn.bc.ca). This project page chronicled the planning process and included an on-line survey. Through the public survey, DUC and the RDN sought to hear from regional residents, neighbours and other interested parties on how they use the LQRERCA and surrounding Parksville-Qualicum Beach Wildlife Management Area, and what concerns them at the estuary. The survey remained live through to the end of the draft management plan review period, at which point 75 respondents had completed the survey. All survey responses and other feedback received are discussed in Section 4.2 of this plan and provided in whole in Appendix A.

On September 15, 2009 DUC and the RDN hosted a project open house at the RDN's Oceanside Place facility in Parksville. Approximately 35 people attended the afternoon and evening event which featured a series of story boards on the LQRERCA and presentation by the project consultant.



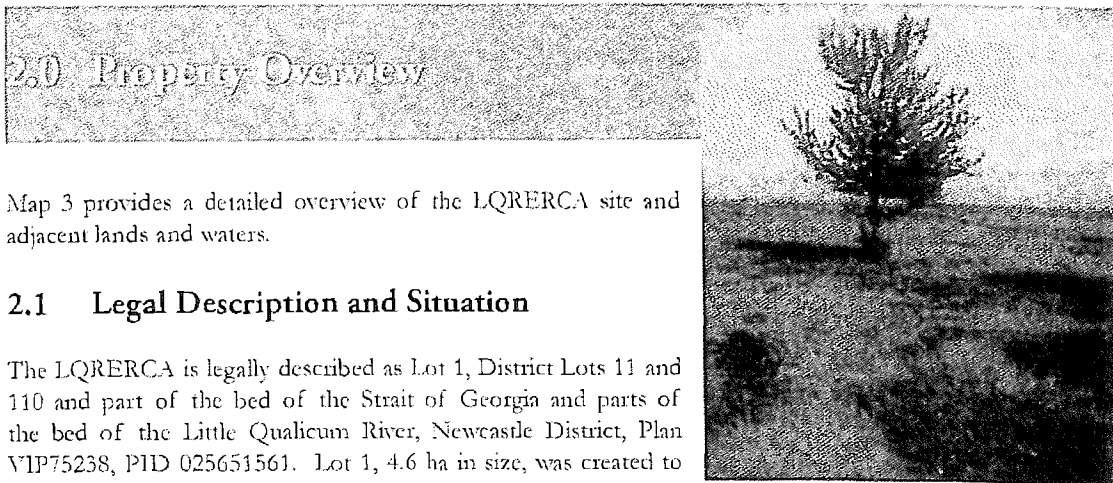
In January 2010, a draft management plan was issued for public and

stakeholder review. The draft plan and a comment form were posted on the LQRERCA project web page. Those who attended the open house, over 100 Electoral Area G residential neighbours in the vicinity of the estuary, and other key stakeholders were notified directly about the availability of the draft plan and encouraged to provide their feedback. Feedback received is documented in Appendix A.

At the end of February 2010, the draft management plan review period concluded, and a final plan was prepared that reflects the feedback received. The final plan was submitted to the RDN's Regional Parks and Trails Advisory Committee and the Regional Board for final RDN approval. DUC and the RDN will initiate the LQRERCA management plan in spring 2010.

## 1.4 Plan Organization

**Section 1** introduced the LQRERCA, its acquisition by primary stakeholders DUC and the RDN, and the management planning process. **Section 2** describes the LQRERCA property and ownership set-up, how the land has been used and the regulatory framework that applies to the LQRERCA. **Section 3** explores the primary values of the LQRERCA, that is, as a conservation property with some recreation and cultural aspects. **Section 4** outlines the interests of those who have a stake in the property and includes the results of the user survey. **Section 5** explores the concerns and issues that require addressing at the LQRERCA. **Section 6** proposes a vision for the LQRERCA, and outlines primary management goals and the principles governing management. **Section 7** presents the plan for managing the LQRERCA from 2010 to 2019, including who would be involved in a particular action, when the work is to be undertaken and completed, and an estimate of short-term expenditure requirements. **Section 8** summarizes 2010-2019 management plan actions and associated expenditures in tabular form. **Appendices A through D** include all public feedback, further information about LQRERCA's natural and cultural values, and an annotated list of references used in the preparation of this plan.

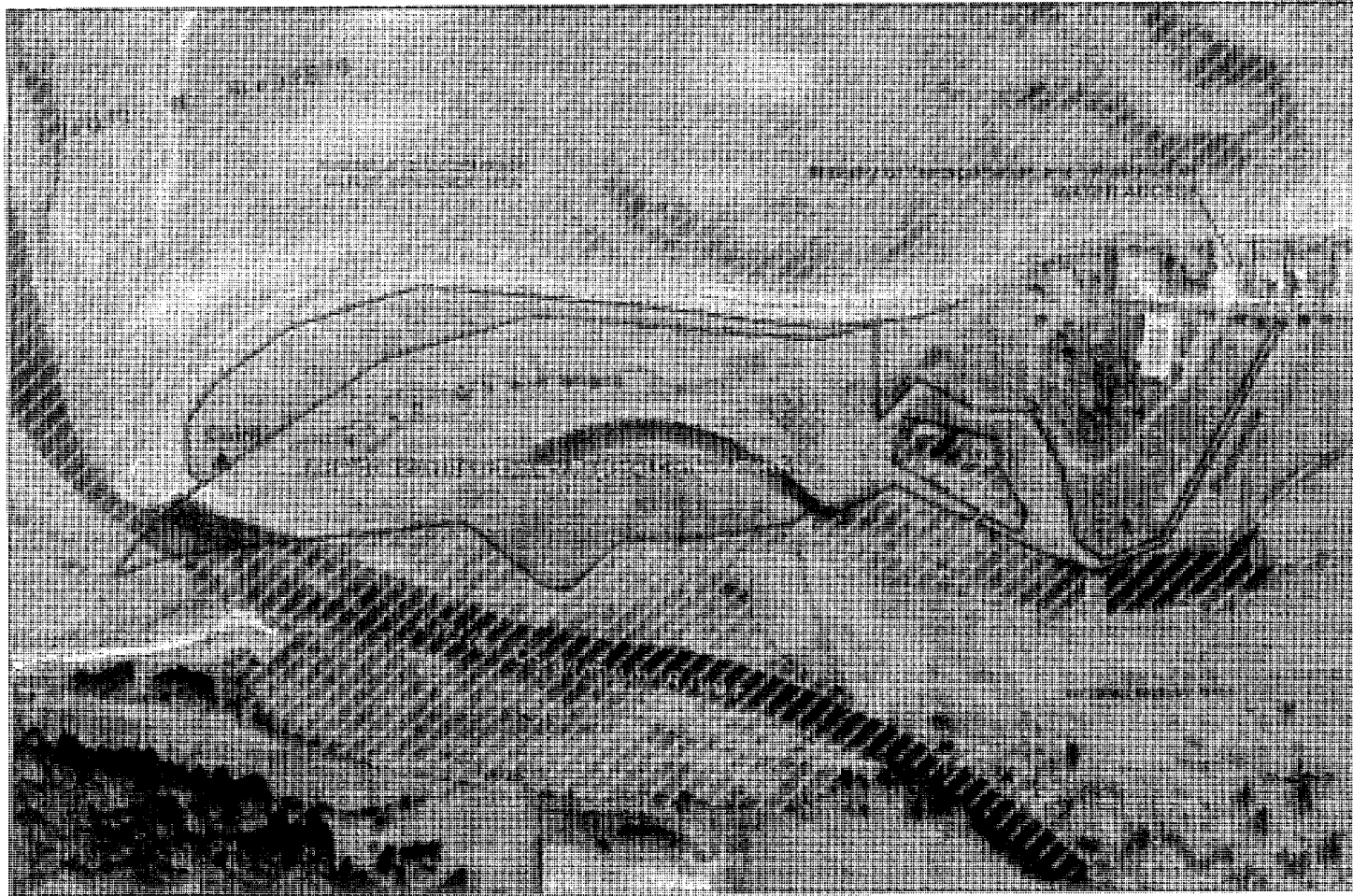


Map 3 provides a detailed overview of the LQRERCA site and adjacent lands and waters.

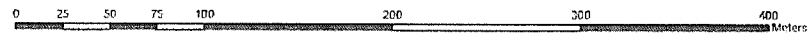
### 2.1 Legal Description and Situation

The LQRERCA is legally described as Lot 1, District Lots 11 and 110 and part of the bed of the Strait of Georgia and parts of the bed of the Little Qualicum River, Newcastle District, Plan VIP75238, PID 025651561. Lot 1, 4.6 ha in size, was created to enable the purchase of the spit by DUC and the RDN in 2003; it was severed from the residential estuary property owned by the Marshall family (Lot A). The LQRERCA is situated in floodplain. As can be seen from Map 3, erosion and accretion have over time created a mismatch between the spit's land base, highlighted in bright green, and legal boundaries set out in 1974.

To the north, west and south of the LQRERCA are the intertidal lands and waters of the Province's Parksville-



MAP 3. Little Qualicum River Estuary Regional Conservation Area Site



Date of Photography: Summer 2009

Map produced by Regional District of Nanaimo, October 2009

Legend	
	Property Outline
	Chain Link Fence across Panhandle
	Four Strand Wire Fence along Upland Edge
	Old Wood Chip Pile

Qualicum Beach Wildlife Management Area (WMA). To the east of LQRERCA are residential properties along Surfside Drive and the estuarine marsh of the Marshall Stevenson Unit of the Qualicum National Wildlife Area (NWA). The LQRERCA property fronts onto Surfside Drive by virtue of a narrow panhandle of land sitting between Lot A and the NWA. The panhandle, currently fenced off at Surfside Drive, does not provide useful access to the spit proper for either maintenance or public access purposes because of the limited land base around the old mill pond sitting between panhandle and spit proper. The NWA lands that front the panhandle are closed to the public and, in this area, present an impassable deep muddy marsh and tidal flat.

At this time, the only ready land connection to the LQRERCA is from the WMA beach, by way of the Ministry of Transportation and Infrastructure water access at the western end of Surfside Drive. Map 3 shows the fence line that separates the WMA beach and the LQRERCA on the outside of the spit. On the un-fenced inside of the spit, access to the LQRERCA from WMA waters is uncontrolled.

The LQRERCA land title references one easement and one restrictive covenant. The easement concerns a water line for LQRERCA's parent property (Lot A). The restrictive covenant, established under s. 219 of the *Land Title Act*, was placed on the LQRERCA by the RDN when DUC and the RDN acquired the property. The covenant runs with the land and requires LQRERCA owners to preserve, conserve and maintain the natural state of the parcel and its amenities in perpetuity as a habitat for waterfowl, fish and wildlife. The covenant recognizes the right of the public to restricted access to the property for wildlife viewing and educational purposes, prohibits dogs, requires maintenance of fencing intended to restrict access, and speaks to a management plan that, amongst other things, addresses neighbouring federal and provincial interests in wildlife habitat protection.

The Province's Archaeology Branch (Ministry of Tourism, Culture and the Arts) shows no registered archaeological sites at the LQRERCA. The LQRERCA is located within the Dashwood Fire Service Area.



## 2.2 Ownership and Management

DUC and the RDN co-own the LQRERCA on a 79:21 per cent share basis, respectively. At time of acquisition in 2003, DUC and the RDN concluded a five-year management agreement for the property. The agreement addressed the completion of financing, recognized the LQRERCA as an RDN regional conservation area, and assigned the RDN responsibility for maintaining property security.

In 2008, DUC determined to lease its management interest in the LQRERCA to the RDN for the long-term. DUC and the RDN are in the process of concluding a 99-year lease to govern the arrangement. The lease is modeled after that put in place at Englishman River Regional Park for lands owned by The Nature Trust of BC, DUC and the Nature Conservancy of Canada and managed by the RDN.

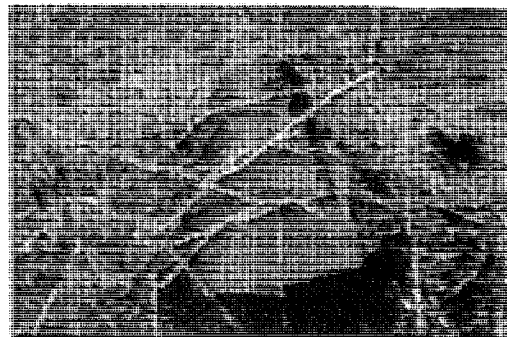
The 99-year lease to govern the LQRERCA will establish a management steering committee comprised of DUC and the RDN. This committee is to convene at least once a year in order to review the status of management plan actions, and reconfirm general management and conservation directions for the LQRERCA. The lease will provide for the creation of a formal habitat or conservation advisory committee including representatives from agencies such as MoE, CWS, TNT and DFO. As managing partner in the LQRERCA, the RDN will take the lead in executing the management plan and covering regular operational expenses. DUC and the RDN shared the cost of this management plan.

DUC and the RDN are in the process of reviewing the wording of the s. 219 covenant on the LQRERCA, and adding DUC as a charge holder. As written, the covenant requires development of boardwalk trail and a viewing platform at a specific location towards the western end of the spit in order to meet public access rights. The covenant also prohibits any alteration, e.g., improvement, of the existing fencing. DUC and the RDN will refresh the covenant language around property improvements so that the location and nature of any work undertaken to address limited and controlled public access to LQRERCA for wildlife viewing and education purposes are determined based on environmental suitability.

## 2.3 Land Use

Traditionally, the Coast Salish People camped at the Little Qualicum River estuary, where they harvested and preserved salmon and shellfish. In the 19th Century, settlers raised cattle and ran a fish oil business there, with a commercial fish saltery following in the early 1900s. From the 1930s to early 1950s, the estuary marsh was used as a log storage area. Circa 1947-1950, a sawmill operated near the mill pond in what is now the LQRERCA.

With the establishment of the NWA in 1974, roads serving the old estuary businesses were legally closed and work began on freeing the large tidal marsh southeast of the LQRERCA for habitat conservation. For more historical information on the estuary, see Appendix B. All that remains to be seen today of the spit's industrial heritage is some scattered pieces of rusting metal debris. A Level 1 Environmental Audit conducted in early 2003 on un-submerged portions of the property found that there was minimal potential for adverse environmental impact to subsurface soil and groundwater quality conditions from previous industrial use. The LQRERCA no longer presents any resource values.



For some time prior to acquisition by DUC and the RDN,

the spit at the Little Qualicum estuary was part of a residential property. The edge of the spit facing the Georgia Strait was fenced with barbed wire strands and 'wildlife area, keep out' signs were posted. The frontage onto Surfside Drive by the property entrance was fenced with chain link. In 2000, the landowner worked with DFO and the Qualicum Beach Streamkeepers on a project to deepen and extend an existing intertidal channel on the spit in order to provide rearing habitat for chinook, chum and coho salmon along with cutthroat trout. As well, the old mill pond was deepened, a new entrance constructed and the former one filled in. Some overburden was deposited in the process of these works. Over time, wood chips and garden waste were deposited onto the spit. Fences, fish channel and wood chip area are shown on Map 3. No services (water, power, septic) were ever extended to the spit.

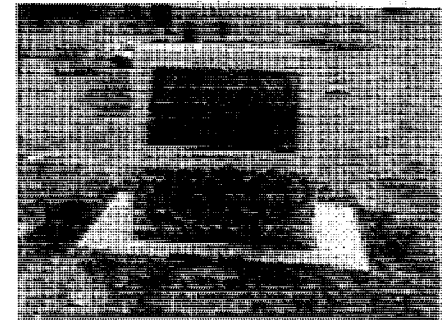
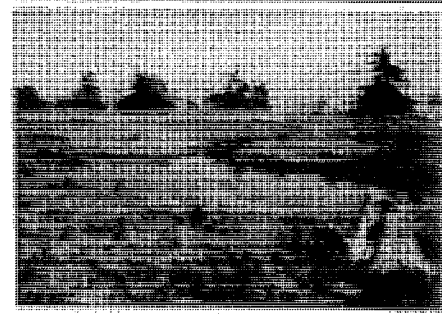
Since the spit was acquired by DUC and the RDN in 2003, little has changed on the land now known as the LQRERCA. DUC/RDN signage was posted along the fence lines to identify the new conservation area and its owners and to state a prohibition against dogs and people. In 2005, DUC used a helicopter to carefully install a cairn within the fence line at the far west end of the spit – see Map 3. This cairn recognizes the contributions of the Pacific Estuary Conservation Program, the North American Waterfowl Management Plan, and Bill and Valerie Shuttleworth, long-time supporters of DUC and wetland conservation. In 2008, the RDN replaced the old barbed wire strands of the main fence with galvanized plastic-coated panel wire especially suited for marine environments.

## 2.4 Regulation

The *2005-2015 Regional Parks and Trails Plan* defines the directions, policies, priorities and action for Regional Parks and Trails in the RDN over the next number of years. In respect of environmental land management, the RDN applies a 'best practices' approach as set out in MoE's *Develop With Care: Environmental Guidelines for Urban and Rural Development in British Columbia*. The RDN also works closely with its environmental and conservation partners in order to complement local government's operational and management functions with the science and conservation expertise of these other agencies and organizations. For environmentally sensitive properties such as the LQRERCA, it is recognized that public access must be carefully controlled and restricted to a greater extent than would be the case in a typical regional park.

As is the case anywhere in BC, works around water require involvement and approval by MoE and DFO. The foreshore surrounding the LQRERCA is Crown, and the fish channel is a DFO installation. Any improvements or activities affecting the WMA or the bed of the estuary require permission from MoE.

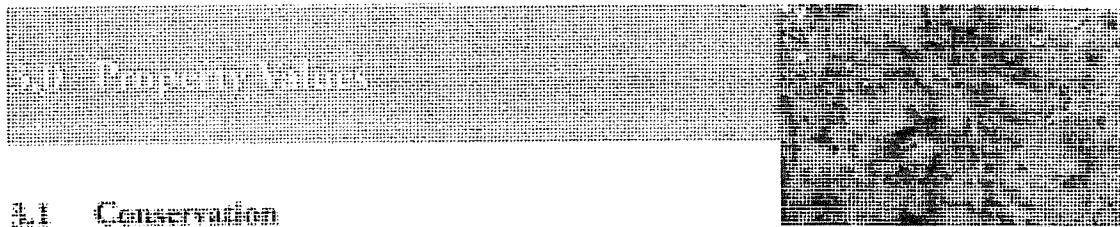
The Electoral Area G Official Community Plan Bylaw 1540, 2008 zones the LQRERCA as Parkland/Green Space/Natural Area and designates it as an Environmental Sensitive Area. Many development permit areas



apply to the sensitive LQRERCA, although no permits are required to carry out typical conservation activities such as fencing, removal of invasive plants, and fish and wildlife habitat restoration. The OCP supports the Regional Parks and Trails Plan, the coordination and harmonization of efforts among the public, stakeholders and all levels of government in the protection of the natural environment. The OCP recognizes the foreshore and waterfront as a finite resource, an integral part of the community's character and a major destination for leisure and recreational pursuits.

RDN Park Use Regulation Bylaw 1399 (2004) and amendment Bylaw 1399.01 (2009) regulate use of regional park properties. The Bylaw provides for the reasonable control of human use of parks, including for the protection of the natural environment. All RDN-posted signage at LQRERCA is enforceable under Enforcement Ticket Information Bylaw 1418. Bylaw 1399 also controls special uses such as research, for which park use permits may be issued.

Although there are no registered or recorded archaeological sites within the LQRERCA, the area has significant potential to contain sites. Any development requiring excavation or similar alteration of the landscape would need careful examination and may trigger an archeological site assessment.



## **3.1 Conservation**

Conservation values are the paramount values at the LQRERCA. The following section introduces estuaries and spits, and describes the broad nature of the Little Qualicum estuary and estuarine spit that make up the LQRERCA. Several specific conservation conditions at the LQRERCA are then examined. Detailed conservation values, e.g., estuary species lists, are found in Appendix C.

### **3.1.1 The Importance of Estuaries and Spits**

BC's estuaries are important stepping stones for millions of migratory birds along the Pacific flyway, providing staging areas where the birds can rest and feed. For the Brant, a provincially blue-listed species, intertidal foreshore and estuaries in the Parksville-Qualicum Beach area are critical habitat. Estuaries are also important to wintering waterfowl, particularly when freshwater feeding areas are frozen. Birdlife International has recognized the Little Qualicum River estuary as an Important Bird Area.

Estuaries are essential to the survival of Pacific salmon. The Little Qualicum River supports populations of chum, chinook and coho salmon, small numbers of sockeye and pink salmon, and steelhead and coastal cutthroat trout. Juvenile salmon use the estuary to forage, hide from predators and acclimate to salt water. Returning adults congregate in the outer estuary until river flows are suitable for upstream migration and spawning. Anadromous cutthroat trout may spend much of their life cycle in the estuary.

Estuaries are significant habitats for people too. In addition to the biological services they provide to fish and wildlife, estuaries provide many ecosystem services, such as buffering against storm wave damage, shoreline stabilization, hydrologic processing, flood water storage, water quality, sediment trapping, nutrient cycling, chemical and metal retention, pathogen removal, carbon storage, and food production.



Estuarine spits develop where long shore currents carrying sediments encounter a headland and must turn or change direction – see below. As the current turns towards the river and slows, the sediment load falls and builds the spit until a point where the water velocity from the river is too great to allow the sediment to deposit. As the spit grows, a marsh develops behind it. Spits support distinct, specialized plant communities that evolve and eventually stabilize over thousands of years.

The spit creates a narrow entrance to the estuary, functioning as the “guardian of the estuary.” The spit protects the estuary from sea winds and currents, and is particularly important to waterfowl seeking refuge from winter storms. As sea levels rise and storms increase in intensity with climate change, the spit will play an increasingly important role by protecting the marsh from high energy waves. By influencing estuarine circulation, the spit affects the range and distribution of salinity, temperatures, nutrients, sediments, and other attributes.

**Figure 2: Formation of a Spit**

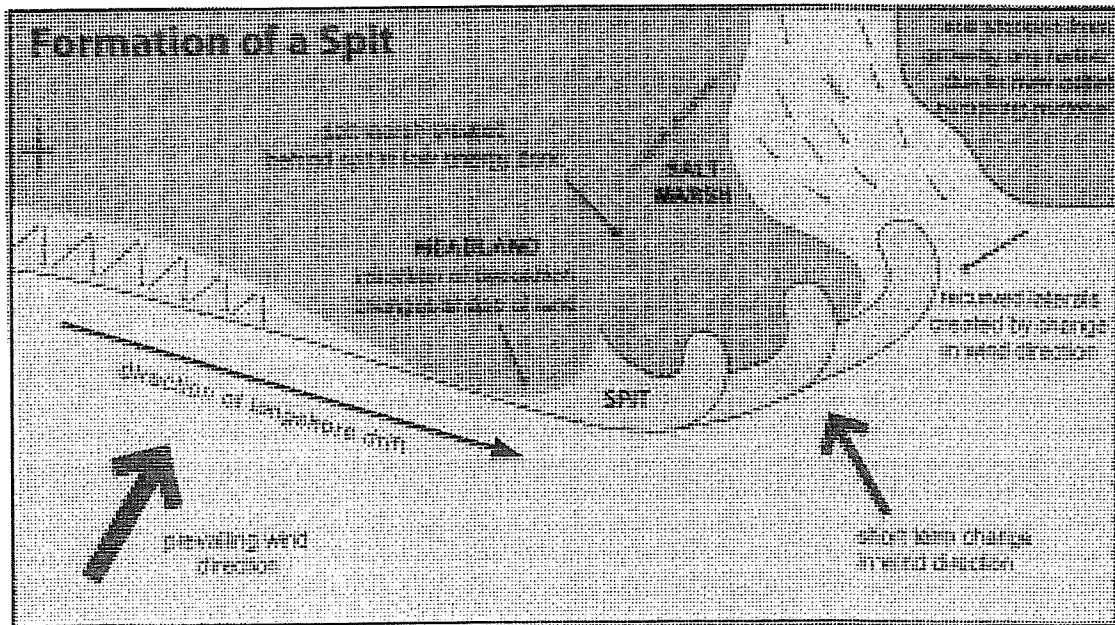
Based on Chambers, 2007 as retrieved 28/09/09 from www.geobytesgsc.blogspot.com, with permission from St. Ivo School Geography Dept., Cambridgeshire, UK.

**What is an Estuary?**

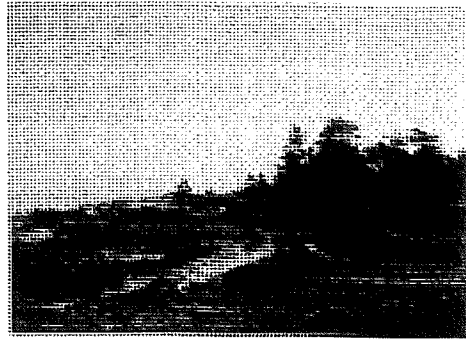
An estuary is formed where a river meets the sea. The term ‘estuary’ is used to describe many interconnected habitat types:

- subtidal marine
- intertidal sand and gravel
- intertidal mudflat
- cobble, gravel and sand beach
- river
- riparian
- brackish or saline marsh
- dendritic channel
- grass, forb and shrub upland
- coastal forest.

The productivity of a healthy estuary is akin to that of a tropical rainforest. Estuaries accumulate nutrients and sediments from the sea, stream and uplands, which combine to form rich substrates. MoE estimates that these highly productive habitats are used by 80 per cent of all coastal wildlife.



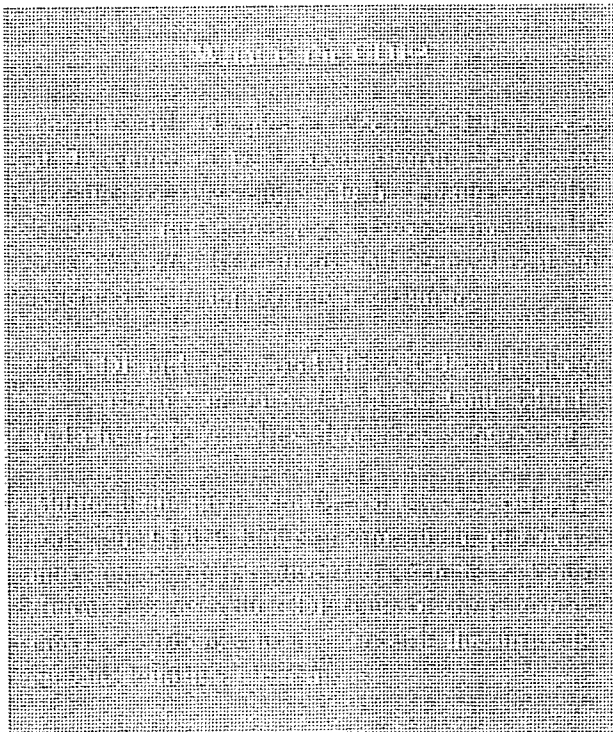
The LQRERCA spit is maintained and grows by receiving sediment from streams and eroding shorelines to the east-southeast along Vancouver Island. Weathered driftwood pieces on the uplands of the property are remnants of the former beach along the Strait of Georgia and testimony to the dynamic nature of the spit. Erosion along the inner channel appears to have slowed in recent years with the buildup of gravel and debris in the river side channel.



Sea level rise, increased river discharges, flooding and intense storms associated with climate change may also affect the structure and function of the spit. Sea level is expected to rise 11 cm at Nanaimo by 2100 based on an expected total increase in the level of the world's oceans of 30 cm. Extreme global rise forecasts reach 80 cm. Since biodiversity confers resilience, climate change will likely have its greatest impact in areas where biodiversity has already been affected by other stresses. Consequently, to effectively adapt to climate change, the structural complexity, productivity, biodiversity and resiliency of the estuary must be maintained and increased.

### 3.1.2 The Nature of the Little Qualicum Estuary and Spit

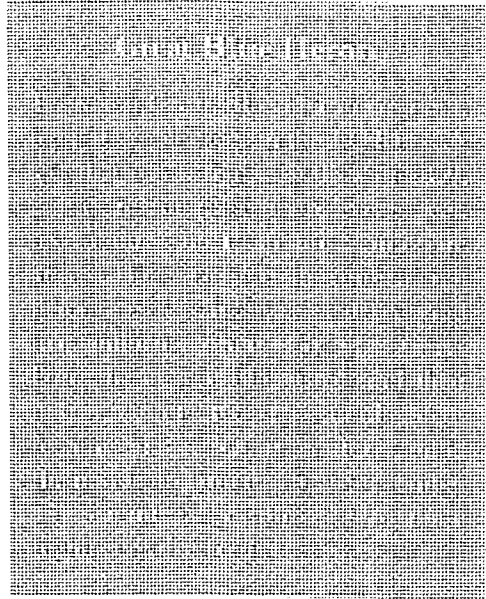
The Little Qualicum estuary is situated in the small Coastal Douglas-fir biogeoclimatic zone, moist maritime subzone (CDF mm). Wetlands, including estuary ecosystems, make up only two percent of the CDF mm; natural non-forested ecosystems make up only four percent. Of nine rare ecological communities described by the BC Conservation Data Centre (CDC) that may be found in the Little Qualicum River estuary, eight are estuarine wetland communities.



The Sensitive Ecosystem Inventory (SEI) of eastern Vancouver Island and the Gulf Islands has classified the lower Little Qualicum estuary as wetland marsh, and sparsely vegetated, i.e., characterized by patches of vegetation interspersed with bare sand and gravel. The SEI notes that wetland marsh ecosystems are among the most threatened habitats in the world. Less than 0.01 percent of the entire SEI study area is represented by sparsely vegetated ecosystems. Thirty-one of 38 red and blue-listed bird species in BC have been recorded on the estuary.

There are no species lists specific to the LQRERCA. Several inventories of the NWA lands in the 1970s and 1980s did however include the spit. Records show 220 species of birds, 20 mammals, 4 amphibians, 4 reptiles, 17 fishes, 29 molluscs, 234 vascular plants, 55 fungi, 22 bryophytes, 14 algae and 62 families of arthropods at the Little Qualicum estuary. The CDC has recorded a sensitive rare mammal species occurrence overlapping the LQRERCA.

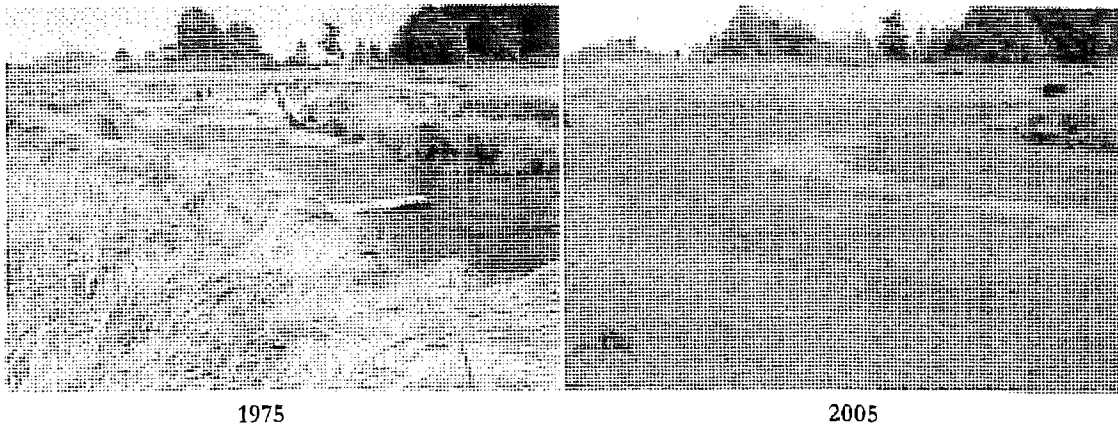
Over many years, expanses and pockets of mosses, lichens and wildflowers have established on the LQRERCA. Shrubs such as rose, Pacific crab apple, black hawthorn and Sitka mountain ash are scattered throughout and there are occasional small trees such as big leaf maple and arbutus. Stunted Douglas-fir trees form a ragged line along the beach. A small cluster of trees grows between the eastern end of the fish channel and the tidal mill pond once used for log storage.



### 3.1.3 Condition of the LQRERCA

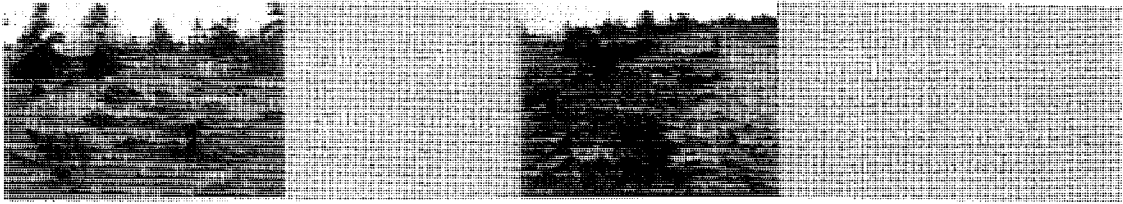
The natural communities at the estuary and LQRERCA have declined in recent decades and are in poor condition, much exacerbated by the overgrazing of an exotic subspecies of the Canada Goose introduced to Vancouver Island in the 1970s and to a lesser extent before. Lyngbye's sedge and other vascular plants that should abound at the LQRERCA have been decimated by the geese, and substrates laden with microscopic organisms have been eroding and washing away with the tides. In this deteriorating condition, the estuary is vulnerable to large-scale estuarine invaders such as cordgrass (*Spartina* spp.) and purple loosestrife (*Lythrum salicaria*).

The photos below by Neil K. Dawe of the CWS show the significant impact to marsh vegetation on the NWA between 1978 and 2005 caused by the introduced subspecies of Canada Geese. Note the log in the channel mud in both images; the end of Surfside Drive is on the horizon. Most geese found at the Little Qualicum



estuary nest on the south facing half of the LQRERCA spit. An egg adding program of limited success has been underway there since 2003. Hunting is not allowed in the estuary though it may occur on nearby fields.

As one moves away from the inner spit and fish channel and into the lichen and moss communities that characterize the north or outside face of the LQRERCA, the impact of geese declines -- lichen and moss being less palatable to geese than vascular plants. Lichen and moss communities surviving on a thin or absent organic layer are highly susceptible to other kinds of disturbance including colonization by invasive plants. Himalayan blackberry, butterfly bush, scotch broom, spurge-laurel, dandelion and thistle are evident at the LQRERCA, and reflect old garden waste dumps and human intrusion. Although still intact, the sensitive lichen and moss



communities show stress and stunted development and, without help, may not be able to out-compete invasive species.

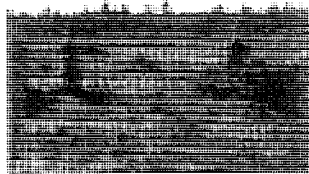
The fish channel developed at the LQRERCA in 2000 to enhance existing habitat and create new habitat for juvenile salmon and trout is not performing well. A few fry and smolts have been observed, but the predominant inhabitants at lower tides appear to be shore crabs and sculpins. Due to a general lack of vegetative productivity and natural shelter around the fish channel, there is little food, thermal cover or protection from predators for young salmonids. May 2009 water temperatures were estimated to be 16 to 21° C. When juvenile salmon are exposed to temperatures above 20° C, they are susceptible to disease and higher rates of mortality.



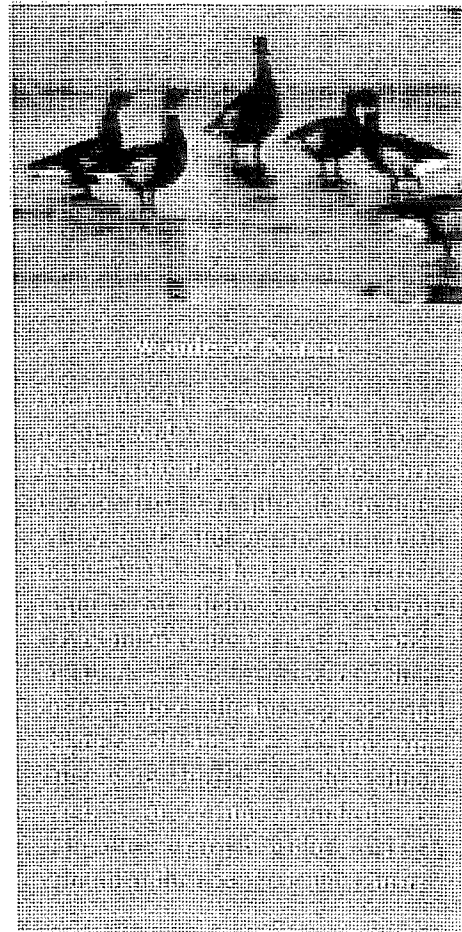
### 3.2 Recreation

The serenity, breathtaking coastal scenery and opportunities for wildlife viewing attract visitors to the Little Qualicum estuary. Boaters, kayakers and fishers enjoy the marine life, while walkers, birders and other nature enthusiasts enjoy the expansive WMA beach and the surrounding wildlife. Other activities associated with the WMA include swimming, picnicking, socializing around a fire, shell collecting, and shellfish harvesting.

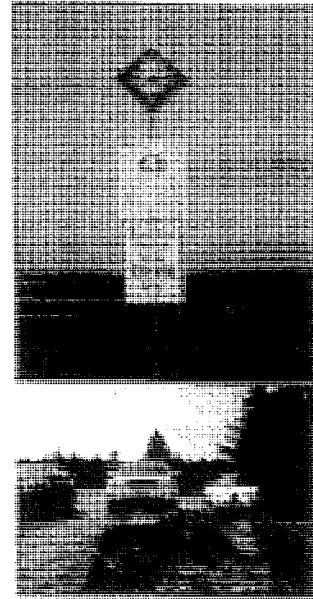
As a small fenced spit of land with no beach of its own and, at least for the present, a low vegetation fish channel, the LQRERCA does not itself present much of a recreation destination within the context of the greater estuary and beautiful large beach. Further, there is no direct access to the spit unless one is in a boat. The LQRERCA panhandle fronting on Surfside is well fenced off, as is the NWA beyond. To get to the LQRERCA by land, one must first head into the WMA and then turn away from the attractive beach and cross the wire strand fence with its no walkers-no dogs signs.



The most direct and commonly used public access to the Little Qualicum estuary, the WMA, and hence the LQRERCA, is the Ministry of Transportation



and Infrastructure water access at the west end of Surfside Drive – see Map 3. The parking area there easily accommodates four to five vehicles, and a concrete and wood memorial bench is available for resting and contemplation of the Georgia Strait. Ministry of the Environment signage welcomes visitors to the WMA, warns them of the sanitary shellfish closure and states a prohibition of beach fires below tide line. During March and April, signs that declare the WMA beach closed to dogs are erected by the Ministry at the water access.



### 3.3 Culture

As previously noted, there are no registered archeological sites on the LQRERCA. The only obvious cultural heritage values at the Little Qualicum estuary are remnants of First Nation fish fences in the outer estuary and along the Strait of Georgia, still visible at very low tide. Archaeological interpretations describing Aboriginal use of the estuary and detailed written accounts by early settlers are available for use in developing interpretive materials. The Qualicum Beach Historical Museum is also a useful source of local information and historical material. Any interpretation of Aboriginal use of the LQRERCA would require the participation of the Qualicum First Nation. For more background on the heritage of the Little Qualicum estuary in general, see Appendix B.



It takes a community to protect a conservation area. There are many active and potential agencies, groups and individuals who have a stake and interest in the management of the LQRERCA. The interests of major stakeholders are discussed below, followed by a summary of what the public had to say when surveyed about the LQRERCA, its use and management.

### 4.1 Stakeholder Interests

**DUC and the RDN** -- The LQRERCA was acquired by DUC and the RDN as a conservation property, and as a means to help protect the Little Qualicum River estuary. The intention from the outset was to permit only restricted public access to the spit property for the purposes of wildlife viewing, education and interpretation. No other recreational uses of the LQRERCA, e.g., as a boat launch site or trail network with boardwalks, were ever considered. Managing for conservation is the priority at the LQRERCA, with restricted public access to be introduced where and when it is feasible to do so without jeopardizing the conservation values of the small estuarine spit.

As property manager, the RDN will coordinate and permit the conservation effort at the LQRERCA, as well as maintain and develop all works required to secure the spit and provide for restricted public access. DUC and the Vancouver Island Conservation Land Management Program (VICLMP) representing DUC, MoE, TNT, CWS, and the Habitat Conservation Trust Foundation will oversee development and the undertaking of a conservation program for the LQRERCA. The VICLMP already supports management of the WMA and NWA and will thus be able to integrate the interests of the LQRERCA with those of adjacent protected

areas. The VICLAMP Manager notes that while some vandalism to WMA signs at the Surfside Drive water access has been seen, for the most part the problems associated with this part of the WMA are ecological and unrelated to public access.



**MoE** – This Ministry is responsible for the WMA that stretches across the greater Parksville-Qualicum Beach oceanfront and includes a succession of large public beaches. Limited Ministry resources preclude regular monitoring of the entire area. Concentrated efforts during the Brant migration, including the prohibition of dogs on the beach and increased enforcement, have helped secure greater public cooperation in achieving conservation aims. MoE supports regular communication and collaborative management between agencies involved in or near the WMA. MoE has expressed concern about promotion of the LQRERCA insofar as promotion of the spit means promotion of the WMA at the Little Qualicum estuary. Agency collaboration on how the LQRERCA and WMA at the estuary are presented for public use and access will be required. MoE also performs a regulatory role concerning works around water.

**CWS** -- The CWS is responsible for the NWA, one of five national wildlife areas in BC and the only one on Vancouver Island. Note that this NWA includes land at both Little Qualicum and Nanoose estuaries. Public access to the NWA at the Little Qualicum estuary has been barred since 1984, when interpretive programs there were cancelled. The last management plan for the NWA dates from 1986. Limited CWS organizational resources and staff will restrict the direct participation of CWS in any estuary wide conservation planning efforts in the near-term. TNT is the caretaker of the NWA.

**DFO** -- The fish channel developed at the LQRERCA prior to acquisition as a conservation property is not an operational DFO site. DFO staff are however available to assist DUC and the RDN in the formation of restoration plans for this old salmonid enhancement project. DFO is also the primary regulatory agency for development affecting fish habitat.

**QFN** -- Interpretation of Aboriginal history requires the participation of First Nations, the Qualicum First Nation in the case of the LQRERCA. Over time, it is hoped that the QFN will join DUC and the RDN in the creation of interpretive material that tells the cultural story of the spit.

**Vancouver Island University** -- The University offers a range of science-based degree programs, e.g., Natural Resource Protection and Resource Management Officer Technology programs, which are teaching students valuable conservation-related skills. As well, VIU supports an Institute for Coastal Research, the Community Based Research Institute, and the Applied Environmental Research Lab. The professors, associates and students involved in all of these educational endeavours present a valuable work force and partner to help monitor and assess conditions at the LQRERCA on a regular basis over many years. DFO and the RDN have had good results partnering with VIU on stream invertebrate monitoring projects at Englishman River Regional Park over the last two years. The Milner Gardens and Woodlands is another good example of VIU on-site and curricular collaboration in the study and care of lands of conservation interest.

**Other Conservation-related Groups** -- There are a number of conservation groups operating in the greater Parksville-Qualicum Beach area capable of and interested in furthering conservation at the LQRERCA. The BC Conservation Foundation (BCCF) is a well-known partner in agency restoration works within the Englishman River watershed as part of the Englishman River Watershed Recovery Plan. BCCF has expressed interest in working with DUC, the RDN and DFO on restoration of the fish channel at the LQRERCA and containment of the goose problem at the estuary. The Qualicum Beach Streamkeepers, who worked with DFO on initial fish channel development at the LQRERCA, are also a good local resource. Various watershed-wide planning and conservation efforts along with activities flowing from the Mount Arrowsmith Biosphere Reserve can all

bring something to bear regarding the long-term conservation of the LQRERCA and the Little Qualicum River watershed in general.

**Neighbours** -- Residential neighbours of the LQRERCA represent an important group of stakeholders at the LQRERCA. These neighbours are typically regular visitors to the estuary, express deep feelings about the value of the estuary, and have first hand opportunity to witness the condition of the area and how it is being used by humans and their pets, and to report concerns. As the RDN develops its park warden program, participation by LQRERCA neighbours will be invaluable. A number of neighbours came out to the September 2009 Open House and showed keen interest in the LQRERCA management plan.

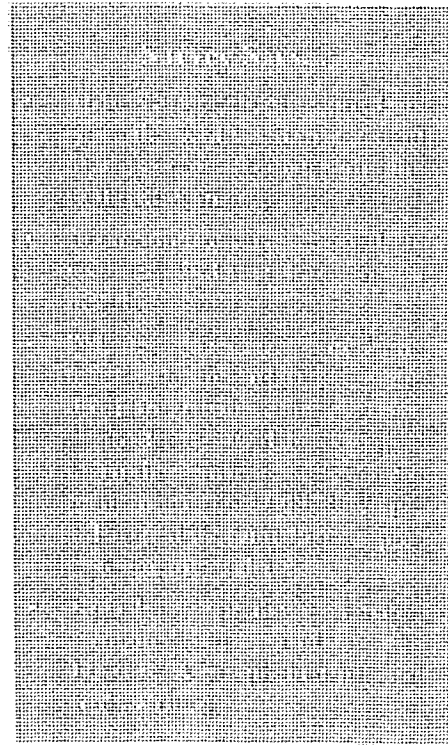
**RDN Residents** -- In developing the *2005-2015 Regional Parks and Trails Plan*, the RDN surveyed regional residents on a wide range of subjects from acquisition to use and management. Protecting environmentally sensitive areas was rated the most important role of the regional parks and trails system, and attracting tourists was considered the least important. As the regional planning process revealed however, many if not most RDN residents are unaware of their regional parks and trails. One of the primary aims of the RDN's *Regional Parks and Trails Guide*, first issued in 2008, is to raise awareness of the regional properties so that the residents who are paying for them can better understand them and participate more meaningfully in decisions about their care and use.

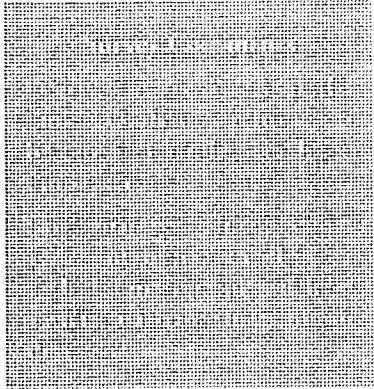
## 4.2 User Views

As part of the LQRERCA management planning process, a survey was mounted on the RDN web site in order to obtain feedback from regional residents on use of the spit and adjacent WMA beach along with conservation concerns. By the end of the draft management plan review period, 75 respondents had completed the survey. Indications are that at least 10 per cent of those are neighbours. Full survey questions and results are shown in Appendix A.

The LQRERCA survey showed that about 90 per cent of respondents go to the WMA and over one third of those cross the fence into the LQRERCA spit. Almost 95 per cent of those going to the WMA do so via the Surfside Drive water access, half of them usually with a vehicle and the other half just by non-motorized means, i.e., foot, bicycle or boat. The majority of survey respondents visit the WMA at least once a month, with many more making it out several times a year. The frequency of visits drops off somewhat during the winter; late summer-fall spawning time appears to be the most popular time to go.

Wildlife viewing, exploring the beach and relaxing are the dominant activities noted by survey respondents. Few survey respondents reported being dog walkers and even fewer are fishers. Bird watching and photography were often specifically cited activities. For those who cross the fence into the LQRERCA, seasonal preference is the same as for the WMA. Wildlife viewing is by far the primary reason given for going onto the spit; fishing and the cairn do not appear to be important draws. Again, notable specific activities mentioned are photography and bird watching. About 15 per cent of survey respondents expressed a clear interest in becoming a park warden at the LQRERCA. One respondent



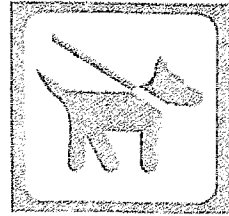


advised that the Citizens on Patrol (COPs) regularly visit the area.

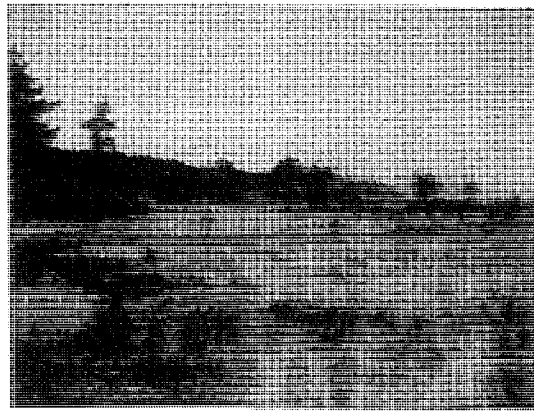
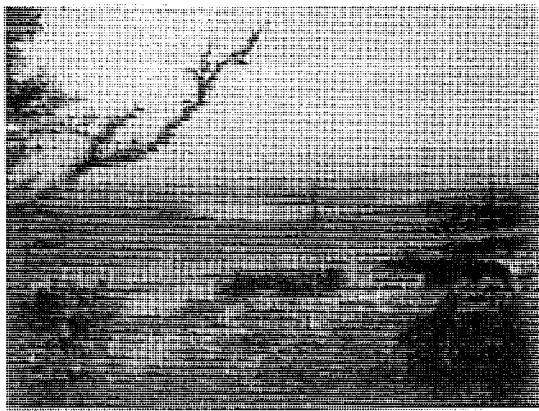
The two highest ranked values of the Little Qualicum estuary were peacefulness and tranquility, and wildlife viewing opportunities. In comments, people praise the protected status of the area. The vast majority of survey respondents want to learn more about the cultural and natural environments at and around the LQRERCA, and there is a strong interest in free guided tours. Again, a bird watching interest featured in comments.

Survey respondents showed a strong preference for information signage along the LQRERCA fence line as a means of communicating about the conservation area; otherwise, information signage about the LQRERCA, WMA and NWA at the Surfside Drive water access or in a brochure was preferred. Some people expressed concern about over-promotion (“don’t want it to become just another beach for fun seekers”) while others feel active promotion including movies and media events will help in communicating the values of the area. Some felt worn and relatively uninformative signage currently at the Surfside Drive water access may not be conveying the best conservation messages. One respondent concluded there is a need to “create a level of respect for the area such that most people will have a willing reluctance to venture in the area.”

The survey concluded with two open ended questions on people’s concerns about the LQRERCA, its management and the estuary in general. Over three quarters of the respondents expressed concerns about the estuary in general with a great many people taking the time to describe those concerns in detail. Common concerns included: (1) dogs and the need to stop them from running loose if not ban them entirely; (2) the importance of addressing conservation within the Little Qualicum River watershed as a whole and not just focusing on the estuary; (3) the importance of managing protected areas, providing some access (e.g. viewing platform) while minimizing development, (4) maintaining the ‘wild’ flavour and ensuring recreation is kept in check; and (5) the need to do something about the geese.



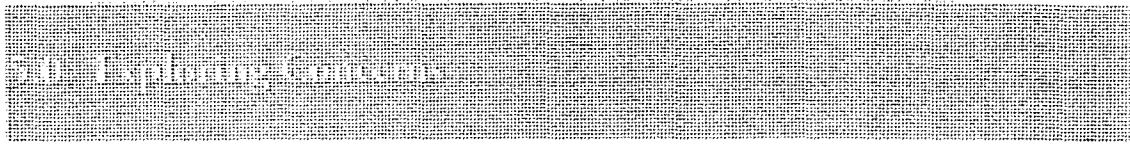
Some survey respondents call for better information on how to get to the LQRERCA and what to see and do there, i.e., improved accessibility, while others worry about the estuary if it is advertised as a recreation destination. The middle ground of respondents appear to recognize a need for restricted public access, want more information on natural values and protection needs, and support work to ensure the area is functioning well as habitat. There is a general call for more protection within the watershed, as well as dog (and boater)





control on the WMA beach and in the estuary. In summary: view, experience, learn and appreciate – but don't disturb sensitive areas.

The public's views on the care and use of the LQRERCA were also received by way of comments on the draft management plan. Five people completed an on-line comment form on the draft, two submitted emailed comments, and one community environmental group sent in a formal letter. These are all reproduced in Appendix A. The comments exhibit broad support for the management plan and its emphasis on the conservation imperative. The comments also reveal the range of opinion that exists about public access to and use of the LQRERCA and WMA beach, and the growing call for action on watershed planning focused on the Little Qualicum River.

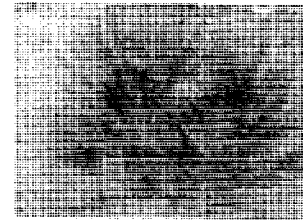


Previous sections of this Plan have described and explored the values of the LQRERCA with a view to establishing a management plan for 2010-2019. A number of concerns and issues have been identified. This section explores the concerns that require addressing at the LQRERCA as DUC and the RDN move forward with the management of this small but important conservation property.

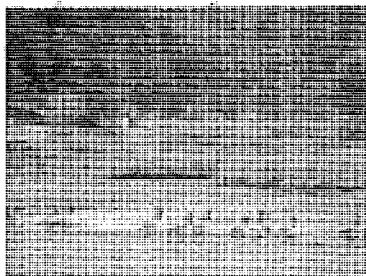
## 5.1 Conservation

### 5.1.1 Invasive Plants

Identification and mapping of several patches of invasive plants have been initiated at the LQRERCA. An area of garden waste and invasive plants advancing on moss-lichen communities requires attention as soon as possible, and could be undertaken concurrent with the removal of old metal pieces scattered about the property. Because of the large size of the garden waste area, a strategy for replanting the disturbed area with appropriate native species as well for conducting recurrent control is warranted. The Coastal Invasive Plant Committee now offers invasive plant management services to local government; consulting vegetation ecologists or specialists in invasive plant species management are also available to carry out the development of a strategy for the LQRERCA.



It is important to note that the restoration of natural ecosystems to a former state is often unattainable, and increasingly more so as time passes. Ecosystem processes, such as inputs and cycling of sediments and detritus, ~~are dynamic and may not be able to~~ support restoration goals based on a historic ideal. Therefore, "time is of the essence," and history should be viewed as a guide rather than a target for restoration.



### 5.1.2 Canada Geese

Baseline and follow-up vegetation studies of the Little Qualicum River estuary by Neil K. Dawe of the CWS make it an excellent candidate site for a pilot project focused on estuary-wide rehabilitation through the

management of Canada Geese. The Guardians of Mid-Island Estuaries, a volunteer group of community and professional conservationists, have been adding Canada Goose eggs at the Little Qualicum and Englishman river estuaries for a number of years. An RDN park use permit for the 2010 adding program at the LQRERCA was issued to the Guardians in the spring. The Guardians are now working with the CWS, MoE, DUC, RDN, DFO, BCCF, and VICLAMP to develop a multi-year project at the two estuaries that is focused on the protection and enhancement of high quality habitats. First, efforts would be made to protect existing habitat from geese through the use of exclosures; ideally, exclosure-protection and restoration of degraded habitat would then follow.

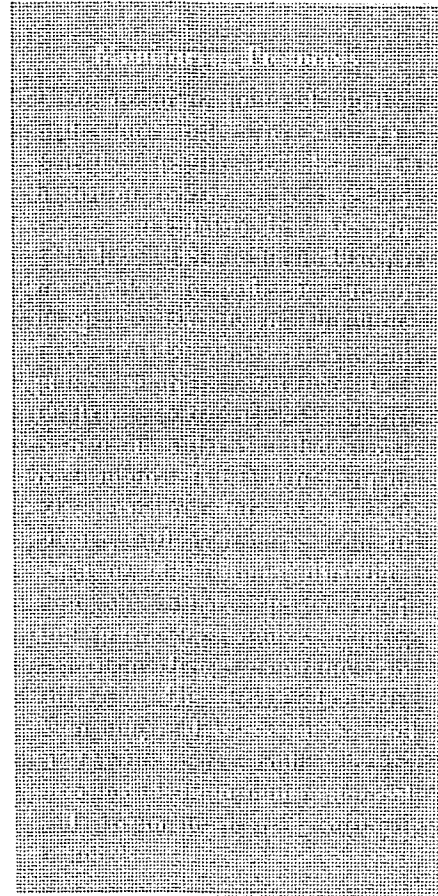
### 5.1.3 Inventorying and Monitoring

A baseline inventory of flora and fauna would set a benchmark for conservation management at the LQRERCA and prepare for the identification and management of common species as well as species at risk. During several visits over a single spring and summer season, a vegetation ecologist could inventory plants, and map plant communities and introduced species. The mapping of invasive species could be refined as a component of this plant inventory. Multi-year upland inventories are probably unnecessary and would increase the likelihood of trampling and exposing the roots of sensitive species. Ideally, the inventory of estuarine communities would be conducted to Resource Information Standards Committee (RISC) standards.

The rare mammal species known to occur in the area of the LQRERCA could be inventoried relatively easily. Birds have been extensively inventoried at the estuary, and naturalists regularly record sightings along the beach; another inventory would not be a priority. A comprehensive inventory of other fauna is best accumulated over time.

For long-term monitoring of spatial and temporal trends in habitat and wildlife at the LQRERCA, consideration could be given to an 'augmented, serially alternating panel' sampling design. This design is conducive to sensitive sites. It entails monitoring a set of sites every year, as well as monitoring a different set of sites for each of five years; the cycle is then repeated. In this way, a high number of total of sites are monitored, and a large number of diverse species and habitats are sampled. One advantage of the process is that by monitoring most sites in different years, individual sites are allowed to recover from disturbance by monitors. This monitoring regime could be extended to the whole estuary.

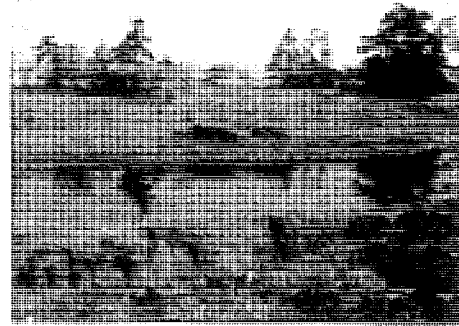
Baseline inventories and other information can be used to establish and follow indicators that permit the quantifiable measurement of actions taken. Photo monitoring sites are valuable for monitoring changes over time. Indicators can detect trends and issues, or may signal an approach to a threshold that, once passed, moves the system into an alternative state which is difficult or impossible to reverse. For example, height of extreme high water events could be used to monitor the effects of climate change on the LQRERCA, while the presence of *Spartina* spp could be used as a measure of the effectiveness of invasive species control programs. An indicator of the success of the proposed estuary goose project might be area of Lyngbye's sedge - herbaceous vegetation ecological community >50 cm high.



Research to assess disturbance of rare and target plant communities that result from invasive plants or controlled human access to the LQRERCA would be useful to develop indicators and set “limits of acceptable change”. If a threshold is reached for the amount of change the ecosystem or habitat can absorb, then appropriate management actions can be triggered.

#### 5.1.4 Fish Channel

DFO has recently visited the fish channel at the LQRERCA and witnessed its poor state. A closer examination of conditions, actual and potential performance and works required to improve and maintain the channel are required. Given the small size of the fish channel, this may prove a suitable project for a habitat team from Vancouver Island University, working in collaboration with DFO. While further enhancement of the salmonid project area may be beneficial, experience has shown that it can be difficult to emulate natural functions and ‘created’ habitats like the fish channel rarely lead to self-sustaining ecosystems. Restoration and enhancement efforts at the LQRERCA should focus first on natural estuary habitats, and then on man-made and modified habitats.



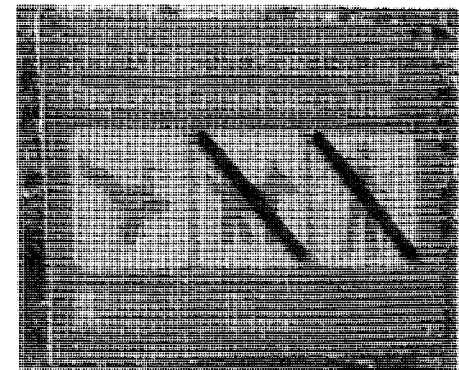
## 5.2 Legal

The legal boundaries of the LQRERCA require adjustment to reflect natural spit boundaries, that is, where beach and tidal waters meet the uplands. The natural boundaries of the spit are highlighted in green on Map 3 which shows how the small spit’s land base is legally divided at this time. The required fence line referenced in the property covenant is not on the property nor is the cairn. Almost a third of the legal property consists of the bed of the Little Qualicum River at the estuary mouth and a section of the tidal flats bed in the inner estuary. This mismatch of legal title and land base presents an unnecessary and confusing division of ownership and management at and around the small spit. To rectify the situation, DUC and the RDN would need to commission a new survey and apply to BC’s Integrated Land Management Bureau for inclusion of the accreted lands within Lot 1 (LQRERCA). In so doing, DUC and the RDN would see the eroded portions of existing Lot 1, i.e., river mouth and inner tidal flats, severed from the LQRERCA and available for addition to the WMA.



## 5.3 Access

The clearest access to the spit constituting the main LQRERCA property is from the surrounding WMA beach and waters. Aside from public access, this has implications for how property maintenance, development, as well as research and conservation can be undertaken at the LQRERCA. At the least, limited property access highlights the need to carefully consider the imperative for any works on the property, to provide adequate planning for an environmentally sound approach to and passage



over the spit in the event of works, and to consider high tide water approaches. For the one-time removal of rusty metal debris, garden waste and large invasive plants, it may be possible to negotiate access to the spit by way of Lot A residential neighbours. In the longer term, an access agreement with the Province could be concluded to manage operational and research access to the LQRERCA via the WMA.

### 5.3.1 Restricted Public Access

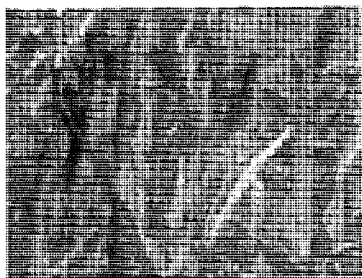
The LQRERCA was acquired for conservation purposes with the understanding that only restricted public access to the property for wildlife viewing and education purposes is to be permitted. Otherwise, access to the LQRERCA spit is to be limited to basic property management, e.g. security and maintenance, and conservation activities and research carried out by DUC, the RDN and its conservation partners. For the most part, the LQRERCA was conceived as a small fenced-off protected area for habitat, with people enjoying the estuary by making use of the expansive WMA beach and estuary waters that surround the LQRERCA. Signage along the LQRERCA fence and possibly at the Surfside Drive water access would describe LQRERCA values without necessitating access to the spit.

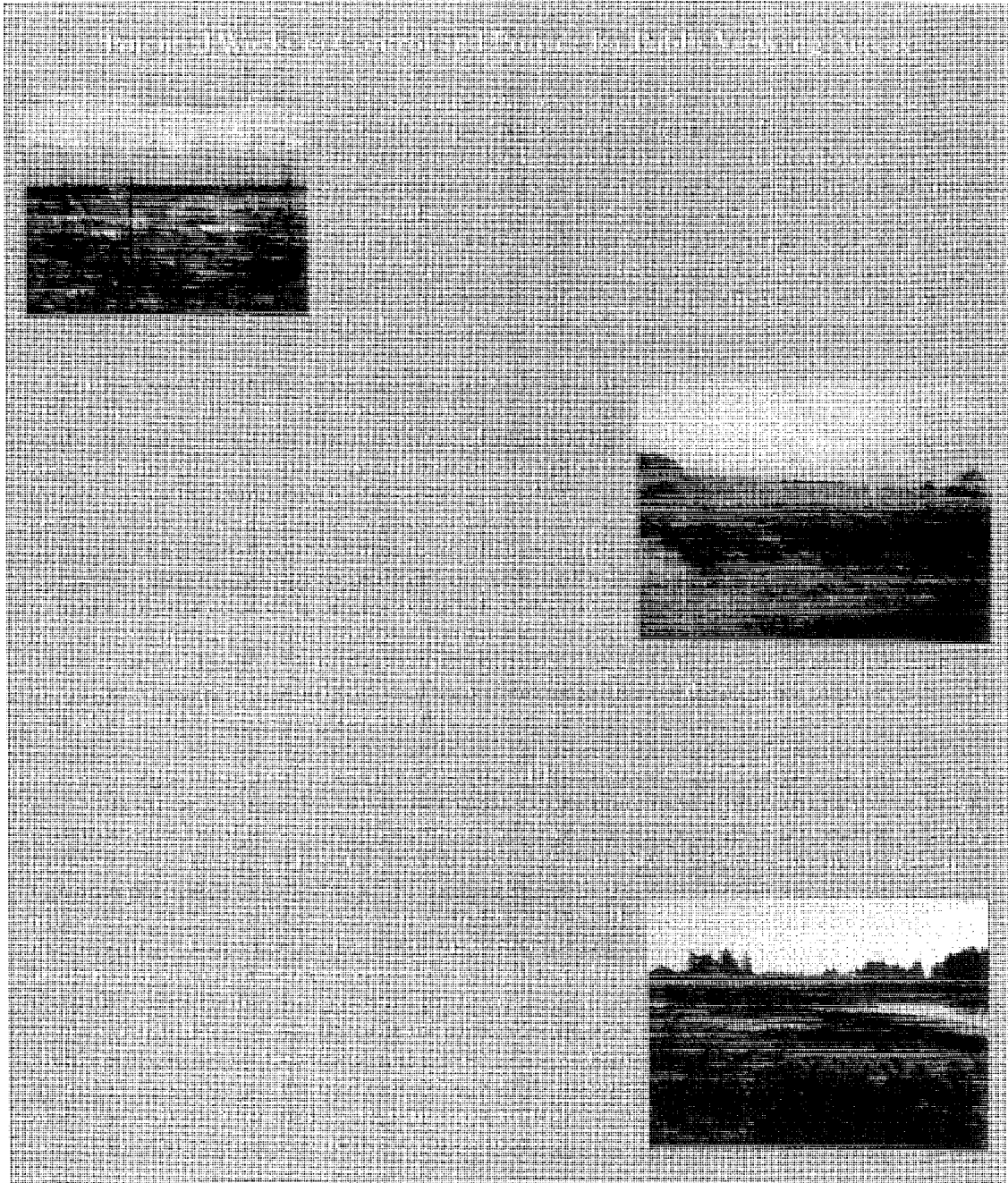


Achieving the original concept of LQRERCA will require resolution of two main issues: (i) how to provide and manage some restricted public access to the LQRERCA without compromising its environment and the conservation efforts undertaken there, and (ii) how to coordinate this public access management to LQRERCA with public access management of the adjacent WMA. As previously observed, one cannot discuss public access to the LQRERCA in practical terms without also discussing public access to the WMA.

At time of acquisition, it was thought that development of a wildlife viewing platform towards the western end of the LQRERCA spit, with about 30 m of associated trail or boardwalk from the WMA beach to the platform, would satisfy the requirement for restricted public access to the LQRERCA. The existing fence line would be maintained with the exception of an opening provided for route to the platform. Examination of the proposed viewing platform idea and consultation with conservation agencies have so far revealed a range of opinion about the efficacy of the initial viewing platform proposal. The proposed viewing platform and trail or boardwalk would constitute relatively major works for the sensitive LQRERCA spit and could trigger an archaeological site assessment. As well, it is not clear what views people are seeking or to be had from the spit. A formal agreement with MoE for use of the WMA to provide public access to a viewing platform on the spit will likely be required.

A program of annual guided tours into the LQRERCA offers another means of educating the public about the natural values to be found there. Parameters for moving people through the property without damaging the sensitive landscape would need to be established. Note that a similar need exists in relation to managing the





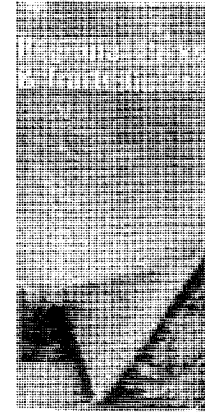
conduct of research and conservation projects at the LQRERCA. Ultimately, virtual tours and information displays could be developed for the web that might deter actual visits to the LQRERCA, however careful presentation would be required to avoid counter-productive promotion and increased interest in real visits .

Before determining any wildlife viewing and educational development at the LQRERCA, a more comprehensive examination and inventory of the site's natural values is required in order to clarify where, when and how the

human footprint could be accommodated on a restricted basis. As well, more information is needed on wildlife viewing: what wildlife is being viewed at the LQRERCA and where is it best to view? What additional wildlife viewing opportunities does the LQRERCA present that are not already available and managed through the WMA? And finally, how can limited formal public access to the LQRERCA be kept restricted and contained such that a large influx of people are not drawn to the protected areas at the Little Qualicum estuary?

### 5.3.2 Communicating about Public Access

Managing restricted public access to the LQRERCA is inexorably intertwined with managing public access to the NWA and WMA. The NWA has been fenced off and closed to public access for years; print and web information on the lands is minimal. Conversely, the huge beaches of the WMA stretching from the Little Qualicum estuary to Craig Bay on the south side of Parksville are iconic Vancouver Island landscapes. The WMA is recognized as a low-impact recreation destination by the Province through its BC Parks promotion, and is a major attraction for Oceanside residents and tourists alike. WMA managers work hard to constrain the negative impacts of human activity in the wildlife management area by erecting wildlife viewing platforms and educational signage along the beachfront, prohibiting dogs on the beach during the annual Brant migration and undertaking on-the-beach enforcement. The north end of the WMA at the Little Qualicum estuary remains one of the quieter and less known big beaches in the WMA, with no development except aging WMA signage at the Surfside Drive water access. Minimizing the promotion of and public access to the LQRERCA would help NWA and WMA managers keep the lid on public interest in using the wildlife areas at the Little Qualicum estuary.



Beginning in the late 1990s, RDN residents saw a rapid acceleration in their acquisition of large parks and trails. Ten years later, few residents understood what they owned or managed. In 2008, the RDN used Community Tourism Grant dollars from the Province to initiate an awareness program about regional parks and trails. The program focused on signage and kiosk development at major public parks like Englishman River Regional Park and Nanaimo River Regional Park, and the production of a guide to showcase the 11 regional parks and seven regional trails in the RDN. First issued in late 2008, the *Regional Parks and Trails Guide* describes how to get to the lands (map included) and what to do there. The entry for the LQRERCA, updated for the 2009 guide issue, states that public access to the spit is restricted for conservation reasons and refers people to the WMA beach for wildlife viewing and enjoyment purposes.

## 5.4 Cooperation

### 5.4.1 Conservation at the LQRERCA, the Estuary and in the Watershed

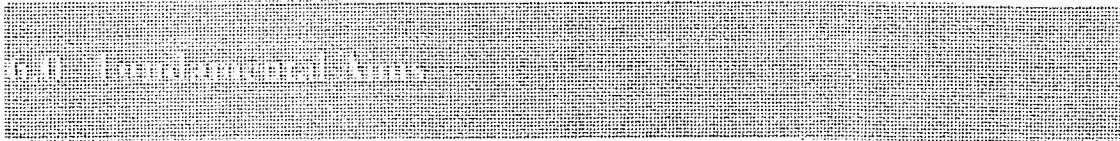
Ideally, the Little Qualicum River estuary would be seamlessly managed by federal, provincial and local governments and a comprehensive watershed management plan would be in operation for the Little Qualicum River. DUC and the RDN see the LQRERCA management plan as a first step towards at least estuary-wide conservation management. The RDN's 99-year property management lease for the LQRERCA outlines required consultation with other estuary conservation managers and provides a framework for engaging them in conservation planning at the spit. While the VICLMP supports the concept of estuary-wide management at the Little Qualicum, circumscribed federal, provincial and VICLMP staff and financial resources will limit how far and how fast this can be achieved. If funded, the goose project will stand as the first collaborative conservation project at the Little Qualicum estuary. It should help build working relationships among the participating agencies and foster more conservation collaboration down the road.

## 5.4.2 Managing Appropriate Public Use at the Estuary

Managing appropriate public use involves good communication, monitoring and enforcement. Because the western end of the WMA and the LQRERCA are intertwined from a public use perspective, cooperation between WMA and LQRERCA managers on communication, monitoring and enforcement fronts will benefit all.

The Province's Surfside Drive water access is the primary public access point to the Little Qualicum estuary. As a site for communication to users, it cannot be bettered. The LQRERCA fence line offers additional space for interpretive signage and communications to estuary users about the fragility of the spit landscape and the need to obey user restrictions. Through web sites and brochures, the RDN and MoE have powerful tools by which to communicate about the LQRERCA, surrounding WMA and estuary as a whole. Virtual tours of the LQRERCA can also be mounted on the RDN web site as a means of educating and informing, and potentially minimizing interest in actually visiting the spit or estuary lands and waters. Messaging that emphasizes the fragile nature of the estuary in general and distinguishes the area from more typical WMA beach playgrounds and public park space may help limit public use and benefit conservation goals at the Little Qualicum estuary.

Appropriate use of the estuary clearly involves containment of dogs, i.e., their required leashing if not elimination altogether. (Note that dogs are already prohibited from the LQRERCA under Bylaw 1399.) The efficacy of signage and MoE's dog-on-the-beach closure periods during Brant migration is much helped by monitoring for compliance and talking to dog owners about conservation values and the disturbance that can be caused by unleashed dogs chasing wildlife and uprooting nests. The RDN can work with WMA managers on the dog effort at the Little Qualicum estuary, in general information campaigns and specifically during the spring prohibition of dogs at the WMA. the RDN's new volunteer park warden program will provide a means to engage assistants in the monitoring of public use of the WMA and LQRERCA and spreading the word about the need for dog control.



## 6.1 Vision

The LQRERCA and Little Qualicum River estuary are diverse, robust and resilient ecosystems that inspire and enrich us all.

## 6.2 Management Goals

### Conservation

Preserve, conserve, maintain and enhance the natural state of the LQRERCA as wildlife habitat within the context of the Little Qualicum estuary. This is the paramount goal for the LQRERCA.

### Cooperative Management

Pursue management of the LQRERCA in regular consultation and cooperation with MoE, CWS and VICLMP managers, and with the help of other conservation agencies and

organizations, educational institutions, the Qualicum First Nation, stewardship groups, neighbours and the public.

**Education and Interpretation**

Provide on- and off-site interpretation and education about the sensitive natural values of the LQRERCA and Little Qualicum estuary and the need for public access restrictions.

**Recreation**

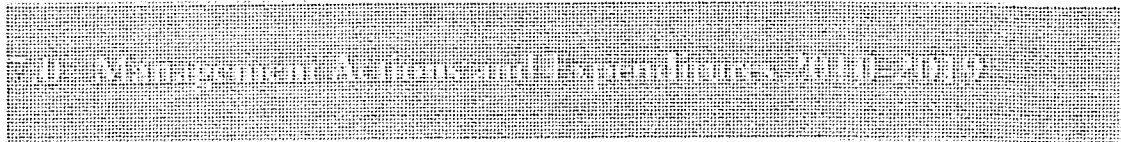
Offer limited restricted public access to the LQRERCA for wildlife viewing, nature appreciation and education purposes in a way that does not compromise natural values.

**Property Management**

Control access to the LQRERCA through fencing and other works and maintain a litter and hazard free natural area.

**6.3 Operating Principles**

Management takes place within operational frameworks that establish principles or rules for action. In the case of the LQRERCA, the key operating frameworks are the s. 219 covenant, the coming 99-year DUC-RDN lease, this management plan, and the RDN's *2005-2015 Regional Parks and Trails Plan*. Should DUC and the RDN enter into any formal agreements with MoE concerning public use management at the WMA beach, or with MoE and CWS concerning joint conservation planning at the estuary, these would provide additional specific operating principles for the management of the LQRERCA.



The vision of a robust, diverse and resilient LQRERCA and estuary will take time to achieve, and much work lies ahead to begin realizing management goals for the LQRERCA. To begin, the following course of action is proposed for the 2010-2019 period. As managing owner at the LQRERCA, the RDN will organize and oversee all work at the spit, consult regularly with DUC and its representative the VICLMP manager, and ensure regulations are met. Primary financial resources (in-kind or development capital) will be provided by the RDN and supplemented by grants and project partnerships as possible. Many actions are premised upon the RDN successfully enjoining the participation of educational, conservation and stewardship groups. Note that all identified actions are considered important, however some require attention earlier than others within the ten-year planning horizon and are thus ranked of higher priority.

**7.1 Conservation**

A general caution about herons applies to the undertaking of any conservation activities at the LQRERCA: only pressing, high priority activities should be carried out if herons are nesting on the spit. All efforts should be made not to disturb nesting herons.



### 7.1.1 Invasive Plants

<b>Action</b>	Engage a consultant to prepare a plan for early removal of large or easily addressed invasive plants and suitable revegetation of disturbed areas, along with a longer-term plan for annual cycles of invasive removal and revegetation over the 10 year plan period. Seek VIU and conservation or stewardship group assistance with the undertaking of invasive removal, replanting and monitoring.
<b>Rationale</b>	Protection of existing native habitat is a conservation priority and the elimination of invasive plants will remove a significant threat at the LQRERCA spit.
<b>Timing</b>	2011 for a plan and initial removal of easy to address plants and revegetation; 2012-2019 for continuing annual effort.
<b>Resources</b>	RDN \$2,500 in 2011; in-kind for 2012-2019
<b>Participants</b>	RDN, consultant, VIU, stewardship group
<b>Priority</b>	high; medium



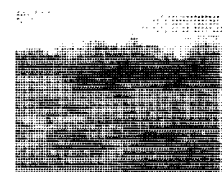
### 7.1.2 Canada Geese

<b>Action</b>	Continue to support the addling of Canada Geese eggs at the LQRERCA by the Guardians of Mid-Island Estuaries. Work with the Guardians and other conservation agencies in undertaking pilot native plant restoration work at the spit and developing a multi-year multi-agency project that addresses damage by Canada Geese at the Little Qualicum and Englishman estuaries.
<b>Rationale</b>	Without effective management of Canada Geese at the Little Qualicum estuary, it will not be possible to reclaim its productivity, species diversity and buffering capacity. The goose problem can only be approached at an estuary level.
<b>Timing</b>	2010-2019 for egg addling. 2010 for continuing pilot exclosure work and development and funding of a multi-year multi-agency supported program. 2011-2014 for program undertaking.
<b>Resources</b>	RDN \$2,000 in 2010 for the pilot exclosure work; RDN \$7,500 per year 2011-2014 should a program be confirmed.
<b>Participants</b>	Guardians, MoE, CWS, DFO, BCCF, DUC/RDN
<b>Priority</b>	high



### 7.1.3 Inventory and Monitoring

<b>Action</b>	Initiate a baseline inventory of flora and fauna at the LQRERCA and prepare for long-term monitoring of spatial and temporal trends at the spit with established indicators of success in place.
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<b>Rationale</b>	Undertake in order to monitor and evaluate the success of invasive plant removal and control efforts; clarify the current state of the spit and establish benchmarks for change assessment; determine and manage the nature, scope and timing of controlled public access to the LQRERCA; and contribute to climate change monitoring at the Little Qualicum estuary.
<b>Timing</b>	2011-2019
<b>Resources</b>	in-kind
<b>Participants</b>	RDN, VIU, stewardship groups
<b>Priority</b>	medium

#### 7.1.4 Fish Channel

<b>Action</b>	Study and assess the restoration of the man-made channel.
<b>Rationale</b>	The man-made fish channel is in poor shape and unlikely fulfilling any salmonid enhancement goals. A study of the site including actual and potential salmonid use is required, along with recommendations regarding restoration and continuance of enhancement goals.
<b>Timing</b>	2015-2017
<b>Resources</b>	in-kind
<b>Participants</b>	RDN, DFO, VIU, Streamkeepers
<b>Priority</b>	low

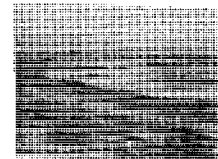


## 7.2 Property Management

The caution about nesting herons raised above also applies to property management activities at the LQRERCA; only pressing activities should be carried out if herons are nesting on the spit.

### 7.2.1 Boundary Adjustment

<b>Action</b>	Have the LQRERCA spit re-surveyed and apply to the Province's Integrated Land Management Bureau for inclusion of accreted lands in the LQRERCA and transfer of eroded lands to the Province for the WMA.
<b>Rationale</b>	Current legal boundaries at the Little Qualicum estuary spit are outdated and present a confusing property base for land and human management.
<b>Timing</b>	2011
<b>Resources</b>	RDN \$6,000 in 2011
<b>Participants</b>	DUC/RDN
<b>Priority</b>	high



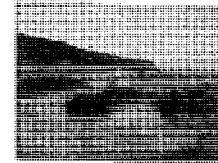
### 7.2.2 Old Metal

<b>Action</b>	Using GPS mapping information and invasive species removal plan, remove all old metal pieces from the spit and revegetate as appropriate. Seek operational access for metal removal via adjacent residential property.
<b>Rationale</b>	Metal pieces constitute hazards for humans and wildlife and are unnatural additions to the estuary landscape.
<b>Timing</b>	2011-12
<b>Resources</b>	in-kind
<b>Participants</b>	RDN
<b>Priority</b>	medium



### 7.2.3 Boundary Demarcation

<b>Action</b>	Review demarcation of the LQRERCA property including boundary with residential property and unfenced side of spit.
<b>Rationale</b>	To secure the LQRERCA and control human access, there is a need for clear property boundaries and effective fencing.
<b>Timing</b>	2012-2014
<b>Resources</b>	in-kind
<b>Participants</b>	RDN
<b>Priority</b>	low

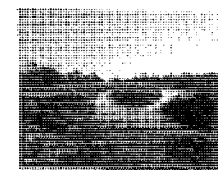


## 7.3 Public Use and Education

LQRERCA management activities for 2010 to 2019 are focused on initiating conservation works, educating the public about the sensitive lands, and securing the spit. During this time, the RDN will also study how to provide appropriate restricted public access to the LQRERCA. Proposed development to enable restricted access will not however be addressed until 2020 when the next ten-year update of the LQRERCA management plan is prepared. Until then, the LQRERCA spit will remain off-limits to the public.

### 7.3.1 Print and Web Material

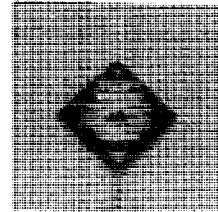
<b>Action</b>	Change the presentation of the LQRERCA in the next edition of the RDN's Regional Parks and Trails Guide, remove the LQRERCA from the RDN's ParksGo web pages, and promote the 2010-2019 LQRERCA management plan.
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<b>Rationale</b>	There is a need to distinguish the LQRERCA from other regional park properties which are all publicly accessible recreation destinations, and to explain why access to the LQRERCA is restricted and, for the time being, prohibited. While it is important to inform RDN residents about their regional conservation area at the Little Qualicum estuary, the spit and estuary should be promoted as sensitive conservation areas and not as recreation destinations.
<b>Timing</b>	2010 for the web page updates; 2011 for the Guide
<b>Resources</b>	in-kind
<b>Participants</b>	RDN
<b>Priority</b>	high

### 7.3.2 Water Access Signage

<b>Action</b>	Work with MoE and VICLMP managers on the development of information and education signage at the Surfside Drive water access about the WMA and LQRERCA, if not also the NWA, and appropriate public behaviour in these conservation areas.
<b>Rationale</b>	The Surfside Drive water access is the gateway to the estuary for most and the best point to communicate important conservation messages to users. Existing signage is old and makes no reference to the LQRERCA.
<b>Timing</b>	2011-2012
<b>Resources</b>	RDN \$1,000 in 2012
<b>Participants</b>	RDN, MoE, VICLMP, CWS
<b>Priority</b>	medium



### 7.3.3 Fence Line Signage

<b>Action</b>	Review the need for additional or more detailed signage along the LQRERCA fence line and boundaries in order to reinforce the prohibition against access and obtain cooperation, and upgrade as required.
<b>Rationale</b>	While most estuary visitors use the WMA beach and waters, a good number of people still cross the LQRERCA fence line to explore the sensitive spit. Education about sensitive spit plant communities and conservation works now being undertaken should help increase public understanding and acceptance of the need to leave the spit alone.
<b>Timing</b>	2011-12
<b>Resources</b>	RDN \$1,000 in 2012
<b>Participants</b>	RDN
<b>Priority</b>	medium



### 7.3.4 WMA Beach

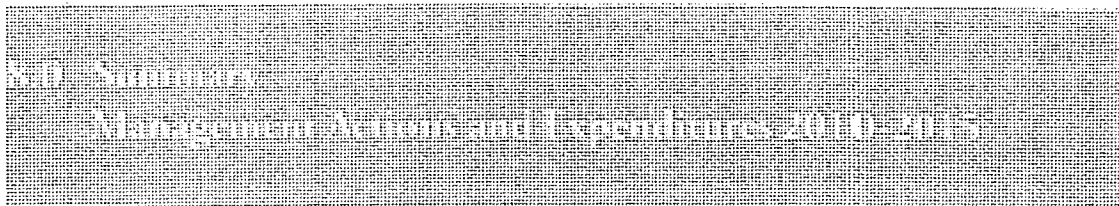
<b>Action</b>	Work with MoE and VICLMP managers on partnering opportunities at the WMA estuary to educate about and enforce usage regulations, e.g., with respect to dogs. Explore the possibility of seeing dogs permanently prohibited from the WMA's Little Qualicum estuary beach, as they already are from the NWA and LQRERCA.
<b>Rationale</b>	That conservation should trump recreation at the Little Qualicum estuary requires emphasis. In particular, continuing dialogue with RDN residents about the negative impacts of loose dogs in conservation areas is needed. The RDN has the ability to assist in this messaging and, at least in respect of the LQRERCA, the undertaking of visible enforcement activities.
<b>Timing</b>	March-April 2011-2019
<b>Resources</b>	in-kind
<b>Participants</b>	RDN, VICLMP, MoE
<b>Priority</b>	low



### 7.3.5 Public Access Review

<b>Action</b>	Given progress on inventorying and clearing the LQRERCA of invasive plants, communicating about the sensitive natural values of the spit, and regular consultation with other estuary conservation managers, explore how to provide for restricted public access at the LQRERCA. Consult with users and user groups, e.g., neighbours, professional birders, on options. Conclude examination as part of next management planning cycle.
<b>Rationale</b>	Restricted public access is to be provided at the LQRERCA, however time will be needed to study and understand how this can be accomplished with minimal negative impact on the environment. First address the conservation imperative and then accommodate recreation.
<b>Timing</b>	2011-2019
<b>Resources</b>	in-kind
<b>Participants</b>	RDN
<b>Priority</b>	low





The table below summarizes this plan's 12 management actions and the associated costs for the 2010 - 2015 period, all as discussed in Section 7. Higher priority actions are shown in red, medium priority actions in yellow, and lower priority actions in green. Where a specific cost has been forecast for an action, the dollar amount by year is indicated; in-kind expenditures are assumed for the balance.

	2010	2011	2012	2013	2014	2015
<b>Conservation</b>						
Invasive Plant Removal		\$2,500				
Canada Geese	\$2,000	\$7,500	\$7,500	\$7,500	\$7,500	
Inventory & Monitoring						
Fish Channel Restoration						
<b>Property Management</b>						
Boundary Adjustment		\$6,000				
Old Metal Removal						
Boundary Demarcation						
<b>Public Use &amp; Education</b>						
Print & Web Update						
Water Access Signage			\$1,000			
Fence Line Signage			\$1,000			
WMA Beach Support						
Public Access Review						