



**LEE ROAD COMMUNITY PARK LAND EXCHANGE ALTERNATIVE APPROVAL PROCESS
RESULTS, BYLAW NO. 1931 AND PROPERTY CONSOLIDATION**

RECOMMENDATIONS

1. That the Board receive for information the Corporate Officer's Certification indicating that less than 10% of the electors submitted Elector Response Forms in opposition to the Lee Road Community Park Land Exchange.
2. That "Regional District of Nanaimo Lee Road Community Park Land Exchange Bylaw No. 1931, 2025" be adopted.
3. That the Board approve consolidation of the 0.55 hectare Lee Road Community Park parcel with the French Creek Pollution Control Centre property at 957 Lee Road, Parksville.

The purpose of this report is to summarize the results of the Alternative Approval Process and to seek approval for the proposed land exchange.

BACKGROUND

This report serves as a follow-up to the staff report presented at the May 27, 2025 Board meeting that outlined implementation details and an execution strategy for a land exchange between 957 Lee Road (formerly 1236 Island Highway West) and Lee Road Community Park. At that meeting, the Board approved the detailed plan for establishing parkland and a public-use trail along French Creek and expanding the French Creek Pollution Control Centre (FCPCC) into a portion of Lee Road Community Park and made the following resolutions.

- **25-266:** It was moved and seconded that the Board approve the final land exchange plan, outlined herein, between 957 Lee Road, Parksville and Lee Road Community Park to support establishment of parkland and a public use trail along French Creek, and enable expansion of the French Creek Pollution Control Centre.
- **25-267:** It was moved and seconded that "Regional District of Nanaimo Lee Road Community Park Land Exchange Bylaw No. 1931, 2025" be introduced and read three times.
- **25-268:** It was moved and seconded:
 1. That the approval of the electors be obtained by an Alternative Approval Process.
 2. That the Board approve the Elector Response Form as provided in Attachment 3; establish 4:00 p.m. on July 7, 2025 as the deadline for receiving elector responses for the alternative approval process, and determine the total number of electors of the area to which the approval process applies to be 7,337.

As part of the Alternative Approval Process (“AAP”), electors opposed to the adoption of “Regional District of Nanaimo Lee Road Community Park Land Exchange Bylaw No. 1931, 2025” (Bylaw No. 1931) were required to sign an elector response form and submit it to the Regional District of Nanaimo (RDN) prior to the established deadline of Monday, July 7, 2025 at 4:00 p.m. For the purpose of conducting the AAP, the number of electors in the area to which the process relates was determined to be 7,337 and applied to Electoral Area G in the RDN. Therefore, if fewer than 733 elector response forms were received, elector approval was deemed to have been obtained and the Board could proceed to adopt Bylaw No. 1931 (Attachment 2).

To provide an opportunity for public information and participation, the RDN created a ‘Get Involved’ page in May 2025 that provides information on the Lee Road park land exchange project. The ‘Get Involved’ page contains a description of the proposed land exchange, copies of all related background documents, a copy of the Elector Response Form, and full details on how to participate in the AAP and a link to the project’s Legislative Services AAP webpage. The ‘Get Involved’ page for the Lee Road Community Park Land Exchange was visited 474 times since the start of the AAP process on June 5, 2025, with 405 site visitors classified as Aware, 40 as Informed, and none (0) as Engaged based on their interactions with the site. The RDN also hand-delivered or couriered notices to all of the eligible electors – due to a potential postal strike – and provided detailed notices in local print media, on the RDN website and at the public notice posting place. Staff were available to respond to public and media questions on the AAP. A public information session was held on June 26, 2025 to answer questions and share information about the project, including the AAP.

There were three (3) valid elector response forms received by the July 7, 2025 deadline (see Corporate Officer’s Certification - Attachment 1), therefore Bylaw No. 1931 has received approval of the electors by the alternative approval process and may be adopted by the Board.

The 0.55 hectare Lee Road Community Park parcel will be consolidated with the larger French Creek Pollution Control Centre property at 957 Lee Road, Parksville and the park land along French Creek will be dedicated via registration with the Land Titles Office as shown in Attachment 3.

FINANCIAL IMPLICATIONS

The costs of the land exchange will be borne by the FCPCC Expansion project and are included in the 2025 Board approved budget for the project. Following is a general breakdown of the estimated costs:

- AAP and OCP Amendment Processes: \$25,000
- Property Consolidation: \$25,000
- **Total: \$50,000**

STRATEGIC PLAN ALIGNMENT

Planning and Managing for Growth - Understand and develop an inter-connected framework of strategies and plans to manage growth to support complete communities, including planning, transportation, infrastructure, and fiscal sustainability.

Protecting Our Vital Lands & Ecosystems - Leverage existing development approval processes to acquire vital lands and ecosystems.

REVIEWED BY:

- J. Haddou, Manager, Capital Project Delivery
- B. Woods, Manager, Wastewater Services
- N. Richardson, A/Manager, Legislative Services / Corporate Officer
- T. Moore, Chief Financial Officer
- R. Daykin, Manager, Recreation and Parks
- M. Walters, General Manager, Regional and Community Utilities
- D. Holmes, Chief Administrative Officer

ATTACHMENTS

1. Corporate Officer's Certification of AAP Results for Bylaw No. 1931, 2025
2. "Regional District of Nanaimo Lee Road Community Park Exchange Bylaw No. 1931, 2025"
3. Proposed Land Exchange Site Plan

ATTACHMENT '1'

REGIONAL DISTRICT OF NANAIMO

ALTERNATIVE APPROVAL PROCESS
CORPORATE OFFICER'S CERTIFICATION

Alternative Approval Process to authorize the removal of park dedication of a portion of Lee Road Community Park in exchange for other land to be used for Community Park purposes

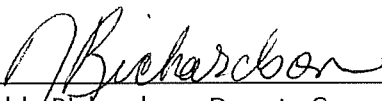
I, the undersigned Deputy Corporate Officer, as the deputy to the person assigned responsibility for corporate administration under section 236 of the *Local Government Act*, certify the results of the alternative approval process that was conducted to obtain approval of the electors for "Regional District of Nanaimo Lee Road Community Park Land Exchange Bylaw No. 1931, 2025" as follows:

Estimated number of eligible electors in the Service Area:	7,337
Number of elector response forms submitted by the deadline	3
Number of elector response forms rejected	0
Number of elector response forms accepted	3
Percentage of estimated electors who validly submitted elector response forms	0.04%

and in accordance with section 86 of the *Community Charter*, approval of the electors was obtained.

DATED at Nanaimo, British Columbia
this 8th day of July, 2025

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Nelda Richardson, Deputy Corporate Officer

Attachment 2

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REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1931

A BYLAW TO AUTHORIZE THE EXCHANGE OF A PORTION OF LEE ROAD COMMUNITY PARK FOR OTHER LAND TO BE USED FOR COMMUNITY PARK PURPOSES

WHEREAS pursuant to section 280 of the *Local Government Act*, a regional district, by bylaw adopted with the approval of the electors, may sell or exchange a park or trail for other land to be used for park purposes;

AND WHEREAS pursuant to section 278 of the *Local Government Act* and section 30 of the *Community Charter*, a regional district may, by bylaw adopted with approval of two thirds of the directors, dedicate land owned by the regional district as a park or trail;

AND WHEREAS pursuant to section 278 of the *Local Government Act* and section 30 of the *Community Charter*, a regional district may, by bylaw adopted with approval of the electors, cancel or remove a reservation or dedication of land owned by the regional district as a park or trail;

AND WHEREAS the Regional District of Nanaimo (the "Regional District") is the registered owner of certain lands situated and known as Lee Road Community Park which was dedicated as park land by Plan No. VIP45825 within District Lot 29, Nanoose District pursuant to Section 107 of the *Land Title Act* and more particularly described as:

Legal Description: Park, Plan VIP45825 Within District Lot 29, Nanoose District

(the "Lee Road Community Park");

AND WHEREAS the Regional District is the registered owner of certain lands situated and known 957 Lee Road and 1236 Island Highway West adjacent to French Creek Community Park, more particularly described as:

Parcel Identifier: 032-493-398

Legal Description: Part of Lot A, District Lot 28, Nanoose District, Plan EPP112355

(the "Proposed French Creek Dedication")

And wishes to dedicate 1.51 hectares, more or less, of the Proposed French Creek Dedication as park land in exchange for cancelling the park dedication of 0.55 hectares of Lee Road Community Park;

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

1. This bylaw shall be cited as “Regional District of Nanaimo Lee Road Community Park Land Exchange Bylaw No. 1931, 2025”.
2. The Regional District shall exchange those portions of the Lee Road Community Park comprising 0.55 hectares, more or less, identified as “Proposed Park Closure” on the drawing prepared by Williamson & Associates Professional Surveyors, numbered “FILE 18012-15 LAND EXCHANGE REV 2”, (the “Lee Road Exchange Parcel”), a reduced copy of which is attached as Schedule ‘A’ to this Bylaw, for that portion of land comprising 1.51 hectares more or less, identified as “Proposed Park Dedication” on Schedule ‘A’ to this Bylaw (“French Creek Dedication Parcel”).
3. The dedication of the Lee Road Exchange Parcel as park is hereby cancelled and removed. The Lee Road Exchange Parcel shall be used for other Regional District of Nanaimo purposes free of any dedication to the public for the purpose of a park.
4. The French Creek Dedication Parcel shall be dedicated for the purpose of a park.

Introduced and read three times this 27th day of May, 2025.

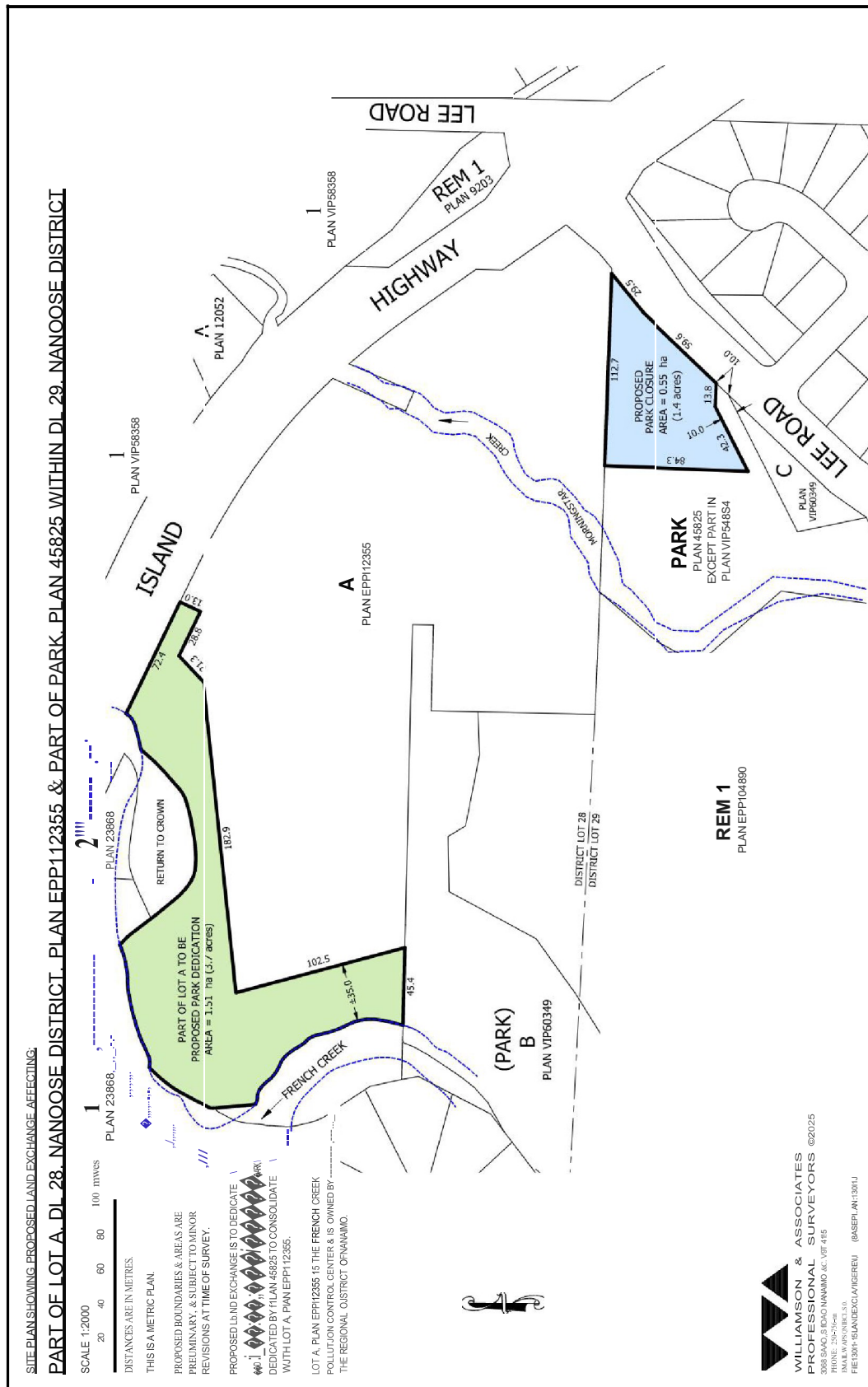
Approval of the electors obtained by alternative approval process this 8th day of July, 2025.

Adopted this ___ day of _____, 20__.

CHAIR

CORPORATE OFFICER

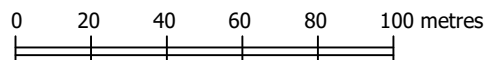
Schedule A



SITE PLAN SHOWING PROPOSED LAND EXCHANGE AFFECTING:

PART OF LOT A, DL 28, NANOOSE DISTRICT, PLAN EPP112355 & PART OF PARK, PLAN 45825 WITHIN DL 29, NANOOSE DISTRICT

SCALE 1:2000



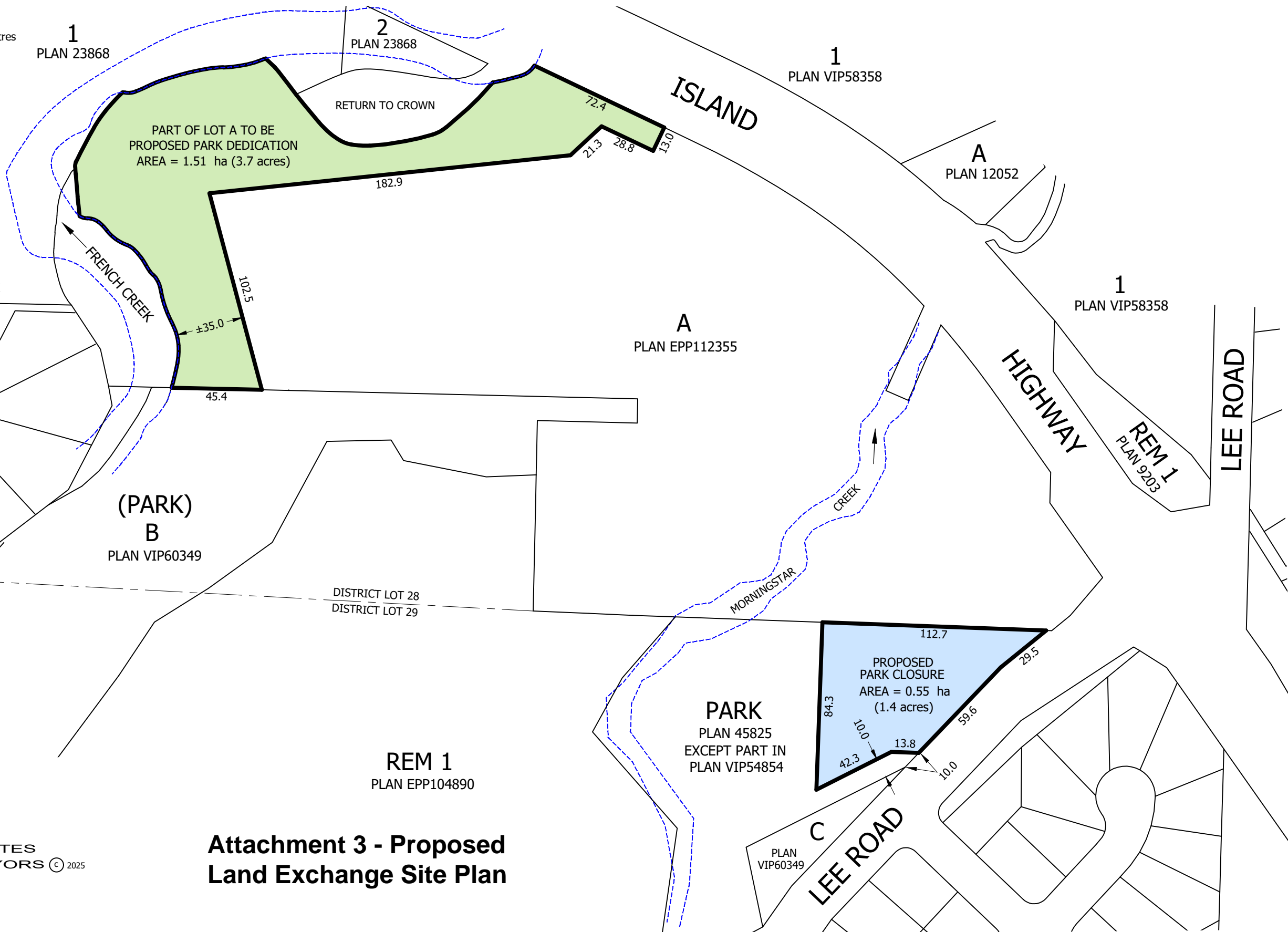
DISTANCES ARE IN METRES.

THIS IS A METRIC PLAN.

PROPOSED BOUNDARIES & AREAS ARE PRELIMINARY, & SUBJECT TO MINOR REVISIONS AT TIME OF SURVEY.

PROPOSED LAND EXCHANGE IS TO DEDICATE LAND FROM LOT A, PLAN EPP112355 AS PARK, AND CLOSE A PART OF COMMUNITY PARK DEDICATED BY PLAN 45825 TO CONSOLIDATE WITH LOT A, PLAN EPP112355.

LOT A, PLAN EPP112355 IS THE FRENCH CREEK POLLUTION CONTROL CENTER & IS OWNED BY THE REGIONAL DISTRICT OF NANAIMO.



WILLIAMSON & ASSOCIATES
PROFESSIONAL SURVEYORS © 2025

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FILE: 18012-15 LAND EXCHANGE REV 2 (BASE PLAN: 18012)

**Attachment 3 - Proposed
Land Exchange Site Plan**