



**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